

# **SERVICE & ACTIVITY FEE ANNUAL REPORT**

## **SURC Custodial: \$250,915**

*The S&A Committee continues to support these areas under a flat funding agreement that was effective 2006. The committee plans on reviewing and clarifying the language regarding salary increases.*

**Fiscal Year:** FY 2023  
**Program Name:** SURC Custodial  
**Program Manager:** Cherie Wilson

**Please list any S&A funded position that have been vacant longer than six (6) months. IF any vacancies exist, please explain how you utilized the funds and what your long term plans are for the position.**

None

**Please provide an overview of the student-centered programming provided, i.e. type of programs, milestones, number of students impacted, and how they benefited.**

The Custodial budget provides day to day custodial services to the Student Union. With a facility which operates 17 hours a day with multiple traffic patterns and peak usage of up to 10,000 people a day, the need for cleaning between rotations of meeting rooms, public areas and restrooms is critical, our structure provides for a prompt and timely response when needs arise. This area supports (4) full time, (1) 2/3 time position and 7 student employees.

**Please provide a detailed explanation of any fund transfers from one service and activities fund budget to another.**

The transfer out was a positive fund balance of \$38,437 which was given back to S&A.

**Please provide an explanation for any position or negative fund balances at year end.**

Ending fund balance is zero.

**Service & Activities Base Funding  
Financial Overview  
For the month ended September 30, 2023  
Department: SUB Custodial  
Student Union  
No Component  
As of 12/5/23**

	FY22 Actuals	FY23 Actuals
<b>Revenues</b>		
CWU-Other	54	0
CWU-Allocation (Revenue)	287,587	346,281
<b>Total Revenues</b>	<b>287,641</b>	<b>346,281</b>
<b>Transfers</b>		
CWU-Transfer (Intra-Fund In)	713	0
CWU-Transfer (Intra-Fund Out)	0	(38,437)
<b>Total Transfers</b>	<b>713</b>	<b>(38,437)</b>
<b>Expenses</b>		
CWU-Salary and Wage (Staff)	129,902	131,553
CWU-Student/Temporary/Overtime	48,013	44,626
<b>Total Salaries</b>	<b>177,915</b>	<b>176,179</b>
CWU-Benefits	69,611	79,689
<b>Total Salaries &amp; Benefits</b>	<b>247,526</b>	<b>255,868</b>
CWU-Goods	12,252	57
CWU-Services	0	0
CWU-Supplies	31,920	43,741
CWU-Utilities	0	0
CWU-Repairs/Maintenance	93	0
CWU-Insurance	389	396
CWU-Program	1,816	709
CWU-Equipment/Software (Non-Capita)	285	6,238
CWU-Transfer (Expense In)	(5,806)	0
Bad Debt	0	0
<b>Total Goods &amp; Services</b>	<b>40,949</b>	<b>51,142</b>
<b>Total Expenses</b>	<b>288,475</b>	<b>307,010</b>
<b>Net Resources</b>	<b>(121)</b>	<b>834</b>
<b>Projected Beginning Fund Balance</b>	<b>-713</b>	<b>-834</b>
<b>Projected Ending Fund Balance</b>	<b>-834</b>	<b>0</b>