Services and Activities Fee Committee Base Funding Request for FY2018-FY2021



Funding Requested

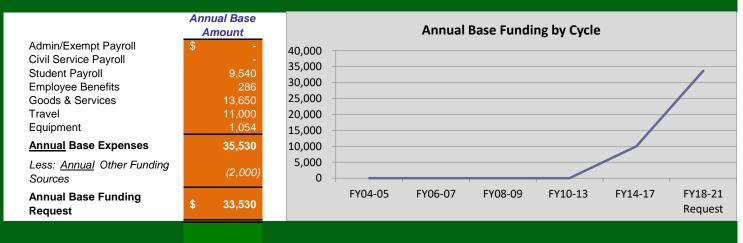
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BRIEF DESCRIPTION OF PROGRAM, ACTIVITY, OR SERVICE

Pulse Magazine is CWU's student-led and award winning lifestyle magazine. We print 1,000 copies 2x/quarter and distribute on campus, in Ellensburg, Wenatchee and Yakima. The online component of Pulse produces an average of 677 online views per issue with a nearly five minute read time. Pulse has been nationally recognized and was an Associated College Press finalist in 2016.

ANNUAL BASE FUNDING REQUEST SUMMARY

(Provide the data for the chart below on the second tab. The chart will auto populate.)



ANNUAL BASE EXPENSES

BASE <u>ADMIN / EXEMPT</u> PAYROLL EXPENSE

Admin/Exempt Position - Description	Pay Rate	Pay Rate Unit	Pay Rate Units per Year	Number of Employees	Benefits %	Annual Base Amount
	-	per Year	1.0	1	17.0%	-
	-	per Year	1.0	1	17.0%	-
	-	per Year	1.0	1	17.0%	-
	-	per Year	1.0	1	17.0%	-
	-	per Year	1.0	1	17.0%	-
	-	per Year	1.0	1	17.0%	-
BASE ADMIN/EXEMPT PAYROLL EXPENSE TOT	FAL				-	-

BASE <u>CIVIL SERVICE and TEMP</u> PAYROLL EXPENSE

Civil Service/Temp Position - Description	Pay Rate	Pay Rate Unit	Pay Rate Units per Year	Number of Employees	Benefits %	Annual Base Amount
	-	per Month	12.0	1	19.5%	-
	-	per Month	12.0	1	19.5%	-
	-	per Month	12.0	1	19.5%	-
	-	per Month	12.0	1	19.5%	-

Name of Program, Activity, or Service	Pulse Magazine	S&A Project ID/ID's	4400620001	Submitted By	Tara Long tara.lor	ng@cwu.edu
	-	per Month	12.0	1	19.5%	-
	-	per Month	12.0	1	19.5%	-
	-	per Month	12.0	1	19.5%	-
	.	per Month	12.0	1	19.5%	-
	.	per Month	12.0	1	19.5%	-
	-	per Month	12.0	1	19.5%	-
	-	per Month	12.0	1	19.5%	-
	-	per Month	12.0	1	19.5%	-
	-	per Month	12.0	1	19.5%	-
	-	per Month	12.0	1	19.5%	-
	-	per Month	12.0	1	19.5%	-
BASE <u>CIVIL S</u>	ERVICE and TEMP PAYROLL EXPENSE TOTA	L			-	-

Name of Program,	Pulse Magazine	S&A	4400620004	Submitted Dv	Tara Long tara.long@cwu.edu
Activity, or Service	<u>Fuise magazine</u>	Project ID/ID's	4400620001	Зирпппес Бу	Tala Long tala.long@cwu.edu

BASE <u>STUDENT</u> PAYROLL EXPENSE

Student Position - Description	Pay Rate	Pay Rate Unit	Pay Rate Units per Year	Number of Employees	Benefits %	Annual Bas Amount
Editor in Chief	12.00	per Hour	300.0	1	3.0%	3,60
Lead Graphic Deisgner (originally submitted at \$10.00	11.00	per Hour	240.0	1	3.0%	2,64
Associate Editor (originally submitted at \$10.00	11.00	per Hour	150.0	1	3.0%	1,65
Lead Photographer (originally submitted at \$10.00)	11.00	per Hour	150.0	1	3.0%	1,65
	-	per Hour	627.0	1	3.0%	
	-	per Hour	627.0	1	3.0%	
	-	per Hour	627.0	1	3.0%	
	-	per Hour	627.0	1	3.0%	
	-	per Hour	627.0	1	3.0%	
	-	per Hour	627.0	1	3.0%	
	-	per Hour	627.0	1	3.0%	
	-	per Hour	627.0	1	3.0%	
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	-	per Hour	627.0	1	3.0%	
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	-	per Hour	627.0	1	3.0%	
	-	per Hour	627.0	1	3.0%	
	-	per Hour	627.0	1	3.0%	
	-	per Hour	627.0	1	3.0%	
	-	per Hour	627.0	1	3.0%	
	-	per Hour	627.0	1	3.0%	
	-	per Hour	627.0	1	3.0%	
	_	per Hour	627.0	1	3.0%	
	_	per Hour	627.0	1	3.0%	
BASE <u>STUDENT</u> PAYROLL EXPENSE TOTAL			027.0		286	9,5

	Program, or Service	Pulse Magazine	S&A Project ID/ID's	4400620001	Submitted By	Tara Long tara.lor	ng@cwu.edu
B	ASE EMPLO	<u>EE BENEFITS</u> EXPENSE					
	HOL <u>LIMI LOI</u>	<u>LE DENERITS</u> EXI ENGL					
						Overall Benefits	Annual Base
	ayroll Catego	ry				%	Amount
Ac	dmin/Exempt					N/A	-
Ci	vil Service					N/A	-
St	udent					3.0%	286
							-
B	ASE <u>EMPLO</u>	<u>EE BENEFITS</u> EXPENSE TOTA	AL			3.0%	286

Name of Program, Activity, or Service Pulse Magazine S&A Project ID/ID's 4400620001 Submitted By Tara Long tara.long@cwu.edu
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Description of Goods & Services Expense	Annual Base Amount
Printing Expenses	12,500
CWUPulse.com URL hosting fees	150
Various content entry dues (Pacemaker, Best in Show)	250
Various journalism memberships (ACP, SPJ, CMA, Design)	500
Miscellaneious Office Supplies	250

lame of Program, ctivity, or Service	Pulse Magazine	S&A Project ID/ID's	4400620001	Submitted By	Tara Long tara.long@cwu.edu
BASE GOOD	<u>S & SERVICES</u> EXPENSE TOTAL				13,650
BASE <u>6000</u>	SA SERVICES EXPENSE TOTAL				73,030
BASE <u>TRAVE</u>	EL EXPENSE				
					Annual Base
Associated Co	of Travel Expense Illege Press National College Media Convention,				Amount 4,000
	lents in leadership roles Illege Press Midwinter College Media Convention,				4,000
send four stud faculty adviser	lents pegged for upcoming leadership roles plus				5,00
Design Confei designer	rence for lead designer and upcoming lead				2,00
	are out of state and require airfare, conference on fees and ground transportaiton expeneses				
BASE TRAVE	EL EXPENSE TOTAL				11,000
BASE <u>EQUIP</u>	<u>MENT</u> EXPENSE				

ame of Program, tivity, or Service	Pulse Magazine	S&A Project ID/ID's	4400620001	Submitted By	Tara Long tara.long@cwu	ı.edu
2 x 27" iMac's f	for editing and design		2.0	2,108.00	4,216	1,054
					-	-
					-	-
					-	-
					-	-
					-	-
					-	-
					-	-
					-	-
						-
BASE <u>EQUIN</u>	<u>MENT</u> EXPENSE TOTAL					1,054
ANNUAL BASE EX	PENSES - TOTAL					35,530

Name of Program, Activity, or Service	Pulse Magazine	S&A Project ID/ID's	4400620001	Submitted By	Tara Long tara.long@cwu.edu

ANNUAL BASE FUNDING SOURCES (Revenues & Transfers In)

Description of Other Funding Source (Revenues & Transfers In)	Annual Bas Amount
Estimated advertising revenue	2,00

USE OF CARRY FORWARD (RESERVES)

Description of Carry Forward (Reserve) Balance	Total Expected Carry Forward	Total to be Used for Expenses	Total to be Retained	Annual Base Amount
vve will be covering printing expèrieses, which is new for Pulse, this fiscal year. We do not expect to have a carry-over. All	-	-	-	-
monev is earmarked for priting and student hours.				
	-	-	-	-
USE OF <u>CARRY FORWARD (RESERVES)</u> TOTAL				-

ANNUAL BASE OTHER FUNDING SOURCES - TOTAL

ANNUAL S&A BASE FUNDING REQUEST

\$33,530

2,000

Name of Program, Activity, or Service Pulse Magazine	S&A Project ID/ID's 4400620001	Submitted By	Tara Long tara.long@cwu.edu
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DISCLOSURE OF NON-S&A FUNDING SOURCES

DISCLOSURE OF NON-S&A FUNDING SOURCES

Description of Non-S&A Funding Source	Year 1 FY 2014	Year 2 FY 2015	Year 3 FY 2016	Year 4 FY 2017	Average Annual Amount
Self supported income for advertising sales in Pulse magazine. FY14-FY16 reflect rates for an online only version. Rates have increased with print.	600.00	235.00	703.33	2,000.00	88
DISCLOSURE OF NON-S&A FUNDING SOURCES TOTAL	600	235	703	2,000	88

DISCLOSURE OF NON-S&A FUNDING SOURCES - TOTAL

885