

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

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

Total Annual Base Funding Requested \$ **33,530**

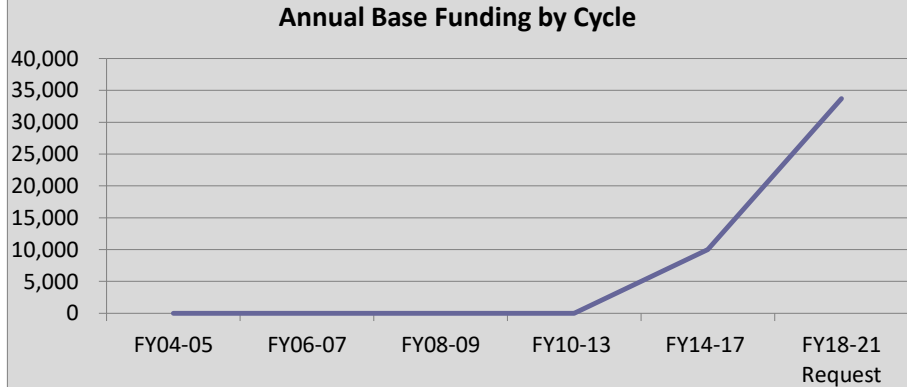
BRIEF DESCRIPTION OF PROGRAM, ACTIVITY, OR SERVICE

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.)

	<i>Annual Base Amount</i>
Admin/Exempt Payroll	\$ -
Civil Service Payroll	-
Student Payroll	9,540
Employee Benefits	286
Goods & Services	13,650
Travel	11,000
Equipment	1,054
Annual Base Expenses	35,530
<i>Less: Annual Other Funding Sources</i>	<i>(2,000)</i>
Annual Base Funding Request	\$ 33,530



Name of Program,
Activity, or Service

Pulse Magazine

S&A
Project ID/ID's

4400620001

Submitted By

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ANNUAL BASE EXPENSES

BASE ADMIN / EXEMPT PAYROLL EXPENSE

<u>Admin/Exempt Position - Description</u>	<u>Pay Rate</u>	<u>Pay Rate Unit</u>	<u>Pay Rate Units per Year</u>	<u>Number of Employees</u>	<u>Benefits %</u>	<u>Annual Base Amount</u>
	-	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 <u>ADMIN/EXEMPT</u> PAYROLL EXPENSE TOTAL						-

BASE CIVIL SERVICE and TEMP PAYROLL EXPENSE

<u>Civil Service/Temp Position - Description</u>	<u>Pay Rate</u>	<u>Pay Rate Unit</u>	<u>Pay Rate Units per Year</u>	<u>Number of Employees</u>	<u>Benefits %</u>	<u>Annual Base Amount</u>
	-	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%	-

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	-	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%	-
	-	per Month	12.0	1	19.5%	-
BASE <i>CIVIL SERVICE and TEMP</i> PAYROLL EXPENSE TOTAL						-

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BASE EMPLOYEE BENEFITS EXPENSE

Payroll Category	<i>Overall Benefits %</i>	Annual Base Amount
Admin/Exempt	N/A	-
Civil Service	N/A	-
Student	3.0%	286
BASE <u>EMPLOYEE BENEFITS</u> EXPENSE TOTAL	3.0%	286

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2 x 27" iMac's for editing and design

2.0

2,108.00

4,216

1,054

-

-

-

-

-

-

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BASE EQUIPMENT EXPENSE TOTAL

1,054

ANNUAL BASE EXPENSES - TOTAL

35,530

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ANNUAL BASE FUNDING SOURCES (Revenues & Transfers In)

BASE OTHER FUNDING SOURCES (Revenues & Transfers In)

Description of Other Funding Source (Revenues & Transfers In)	Annual Base Amount
Estimated advertising revenue	2,000
	-
	-
	-
	-
	-
	-
	-
	-
	-
BASE <u>OTHER FUNDING SOURCES</u> TOTAL	2,000

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
we will be covering printing expenses, which is new for Pulse, this fiscal year. We do not expect to have a carry-over. All money is earmarked for printing and student hours.	-	-	-	-
	-	-	-	-
USE OF <u>CARRY FORWARD (RESERVES)</u> TOTAL				-

ANNUAL BASE OTHER FUNDING SOURCES - TOTAL **2,000**

ANNUAL S&A BASE FUNDING REQUEST **\$33,530**

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DISCLOSURE OF NON-S&A FUNDING SOURCES

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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	885
					-
					-
					-
					-
					-
					-
					-
DISCLOSURE OF NON-S&A FUNDING SOURCES TOTAL	600	235	703	2,000	885

DISCLOSURE OF NON-S&A FUNDING SOURCES - TOTAL

885