

# SERVICE & ACTIVITY FEE ANNUAL REPORT

## FISCAL YEAR 2024

**Program Name: Case Management**

**Program Manager: Gretchen Delaford**

1. Please list any S&A funded position that have been vacant longer than one (1) month. If any vacancies exist, please explain how you utilized the funds and what your long-term plans are for the position.

No vacancies

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

Between September 16- December 11, 2024, we fielded 458 Concern & Support for a Student reports, with 372 (or 81.2% of all submitted reports) resulting in referrals to OCM. A total of 251 unique students were identified, triaged, and received outreach from OCM during Fall Quarter 2024. For more information, please review the attached Program Review document.

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

N/A

4. Please provide an explanation for any positive or negative fund balances at year end.

We currently have no fund balance

**Service & Activities Base Funding  
Financial Overview**  
**For the month ended September 30, 2024**  
 Department: Case Management  
 Student Activities  
 No Component  
 As of 10/22/24

	FY22 Actuals	FY23 Actuals	FY24 Actuals
<b>Revenues</b>			
CWU-Other	42	0	0
CWU-Allocation (Revenue)	161,845	170,363	127,607
<b>Total Revenues</b>	<b>161,886</b>	<b>170,363</b>	<b>127,607</b>
<b>Transfers</b>			
CWU-Transfer (Intra-Fund In)	15,412	0	0
CWU-Transfer (Intra-Fund Out)	0	(1,665)	(22,638)
<b>Total Transfers</b>	<b>15,412</b>	<b>(1,665)</b>	<b>(22,638)</b>
<b>Expenses</b>			
CWU-Salary and Wage (Staff)	98,062	121,219	100,215
<b>Total Salaries</b>	<b>98,062</b>	<b>121,219</b>	<b>100,215</b>
CWU-Benefits	41,187	47,213	37,963
<b>Total Salaries &amp; Benefits</b>	<b>139,249</b>	<b>168,432</b>	<b>138,177</b>
CWU-Goods	0	0	475
CWU-Program	0	266	(475)
CWU-Transfer (Expense In)	0	0	(10,570)
Bad Debt	0	0	0
<b>Total Goods &amp; Services</b>	<b>0</b>	<b>266</b>	<b>(10,570)</b>
<b>Total Expenses</b>	<b>139,249</b>	<b>168,698</b>	<b>127,607</b>
<b>Net Resources</b>	<b>38,049</b>	<b>0</b>	<b>(22,638)</b>
Projected Beginning Fund Balance	-15,412	22,638	22,638
Projected Ending Fund Balance	22,638	22,638	0