

# SERVICE & ACTIVITY FEE ANNUAL REPORT

## FISCAL YEAR 2024

**Program Name: SURC Accounting**

**Program Manager:**

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.

Our office had a fiscal analyst position vacant for 1 month and our fiscal specialist supervisor position open for 3 months. This is reflected in our funding that was rolled back to S&A.

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.

The SURC Accounting office has one full time S&A funded position, one position funded from other sources and 5 student employees. The S&A funded position is funded through the SURC flat funding agreement. The agreement also provides support for a portion of student payroll and goods and services.

The SURC accounting office provides the budget and accounting services to all student clubs and organizations. We help support all S&A funded departments and funding requests when necessary regarding financial activity.

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

The S&A Committee voted to roll back all unspent S&A amounts. Due to vacant positions SURC Accounting rolled \$17,760 back.

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

SURC Accounting had a \$0 fund balance at the end of FY24

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

	<b>FY22 Actuals</b>	<b>FY23 Actuals</b>	<b>FY24 Actuals</b>
<b>Revenues</b>			
CWU-Cash Over/Short	(105)	0	(30)
CWU-Allocation (Revenue)	239,966	236,083	151,678
<b>Total Revenues</b>	<b>239,861</b>	<b>236,083</b>	<b>151,648</b>
<b>Transfers</b>			
CWU-Transfer (Intra-Fund Out)	0	(132,502)	(17,760)
<b>Total Transfers</b>	<b>0</b>	<b>(132,502)</b>	<b>(17,760)</b>
<b>Expenses</b>			
CWU-Salary and Wage (Staff)	134,838	88,875	75,641
CWU-Student/Temporary/Overtime	33,306	36,364	54,750
<b>Total Salaries</b>	<b>168,144</b>	<b>125,239</b>	<b>130,391</b>
CWU-Benefits	59,485	42,660	38,389
<b>Total Salaries &amp; Benefits</b>	<b>227,629</b>	<b>167,899</b>	<b>168,781</b>
CWU-Goods	553	946	1,388
CWU-Services	0	0	23
CWU-Supplies	3,564	2,695	3,133
CWU-Utilities	1,260	1,365	1,749
CWU-Repairs/Maintenance	0	308	813
CWU-Program	218	61	3,762
CWU-Equipment/Software (Non-Capita)	0	2,078	5,308
Bad Debt	0	0	0
<b>Total Goods &amp; Services</b>	<b>5,595</b>	<b>7,452</b>	<b>16,175</b>
<b>Total Expenses</b>	<b>233,224</b>	<b>175,351</b>	<b>184,956</b>
<b>Net Resources</b>	<b>6,637</b>	<b>(71,770)</b>	<b>(51,068)</b>
Projected Beginning Fund Balance	116,202	122,838	51,068
Projected Ending Fund Balance	122,838	51,068	0