

2016

Budget 2016-2017

Student Government Association BBC, Florida International University

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FIU | Student Affairs
FLORIDA INTERNATIONAL UNIVERSITY
Activity and Service Business Office

MEMORANDUM

TO: Larissa Adames, SGC BBC
FROM: Silvana Rogelis, A&S Business Office
SUBJECT: Preliminary FY 2016-2017 A&S Budget
DATE: 3/14/2016
CC: Kerrie Montgomery, Ive Paul, Matilde Gramling

The Student Government Council leadership completed the Biscayne Bay campus deliberations for FY 2016-2017 and will be recommending a budget allocation totaling \$194,965. See below:

Main Office	23,100	Signature Events	10,000
SGC Front Desk	23,500	Intern Program	475
President's Discretionary	2,500	Convocation Shirts	3,500
V.P. Discretionary	2,500	Training and Workshops	2,500
Senate Discretionary	2,500	ASGA Membership Dues	317
Finance Committee	10,419	Three computers	3,300
Graduate Student Funding	10,500	NY Times Readership Program	5,640
SGC Lectures	60,000	Homecoming Float	3,000
SGC Travel	14,550	Cabinet Discretionary	2,500
Vote Net Solutions	1,000	Overhead	10,164
Public Relations	3,000		

Funds are only to be used for the expenditures outlined in your budget request according to your priorities unless otherwise stated in proviso. Please note that this notification is not official as the required approval process has not been finalized. We are releasing the preliminary recommendation to facilitate you with the budget input of FY 2016-2017 into the PS Financial system. A formal notification of the final figures will be available at a later date.

A general proviso has been stated by the Student Government Association as follows: *Groups must work with ASBO and/or Campus Life accountants to plan, budget and expend within allocation. This includes planning with staff accountants for revenue earning events.*

In order to receive the above allocation of cash, you must sign the attached statement which indicates your acknowledgement of, and adherence to, the Florida Statutes pertaining to the proper use of Activity and Service fees funding (Florida Statute 1009(10)(a)) and the SGA Finance Code.

This allocation will be disbursed into the following Activity #s 1540340001, 1540340002, 1540340003, 1540340005 which fall under Fund Code # 451. You will be responsible for submitting your planned expenditures on the monthly input spreadsheet to Ive Paul at BBC by March 23, 2016. I will be responsible for entering the cash transfer portion.

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Activity and Service Business Office

Pursuant to required policy, all the recipients will be responsible for quarterly variance reports. Continued funding is contingent on compliance with this variance reporting requirement. If you have any questions please feel free to contact me at 305-348-2720 or email me at rogeliss@fiu.edu.



Student Affairs

FLORIDA INTERNATIONAL UNIVERSITY

Activity and Service Business Office

Student Government Association

Acknowledgement Statement

2016-2017 Fiscal Year

I, _____, from _____ hereby acknowledge that I will be responsible for the use of the funds allocated to me the Student Government Association in accordance to Florida Statute 1009 (10)(a) and the SGA Finance Code. If I am not certain as to the legality of a proposed expenditure, I will be responsible for seeking guidance from the Activity and Service Business Office before a commitment for the expenditure is made so that I will be in compliance with all state and local requirements.

Furthermore, I will be responsible for obtaining any and all training necessary for the fulfillment of my responsibility as noted above. I will be responsible for advising all students within this area of the compliance requirements and am responsible to notify and train student leadership as they may change.

Signature

Date

FIU | Student Affairs
FLORIDA INTERNATIONAL UNIVERSITY
Activity and Service Business Office

MEMORANDUM

TO: Larissa Adames, SGC BBC Emoluments
FROM: Silvana Rogelis, A&S Business Office
SUBJECT: Preliminary FY 2016-2017 A&S Budget
DATE: 3/14/2016
CC: Kerrie Montgomery, Ive Paul, Matilde Gramling

The Student Government Council leadership completed the Biscayne Bay campus deliberations for FY 2016-2017 and will be recommending a budget allocation totaling \$81,910 for SGC BBC Emoluments.

Funds are only to be used for the expenditures outlined in your budget request according to your priorities unless otherwise stated in proviso. Please note that this notification is not official as the required approval process has not been finalized. We are releasing the preliminary recommendation to facilitate you with the budget input of FY 2016-2017 into the PS Financial system. A formal notification of the final figures will be available at a later date.

Proviso: *The \$1,000 reallocation from BVHC will be reversed.*

A general proviso has been stated by the Student Government Association as follows: *Groups must work with ASBO and/or Campus Life accountants to plan, budget and expend within allocation. This includes planning with staff accountants for revenue earning events.*

In order to receive the above allocation of cash, you must sign the attached statement which indicates your acknowledgement of, and adherence to, the Florida Statutes pertaining to the proper use of Activity and Service fees funding (Florida Statute 1009(10)(a)) and the SGA Finance Code.

This allocation will be disbursed to Activity #1540340006 which falls under Fund Code # 451. You will be responsible for submitting your planned expenditures on the monthly input spreadsheet to Ive Paul at BBC by March 23, 2016. I will be responsible for entering the cash transfer portion. Pursuant to required policy, all the recipients will be responsible for quarterly variance reports. Continued funding is contingent on compliance with this variance reporting requirement.

If you have any questions please feel free to contact me at 305-348-2720 or email me at rogeliss@fiu.edu.

Student Government Association
Acknowledgement Statement
2016-2017 Fiscal Year

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Signature

Date