

MSU ~ Extension Service

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**Montana State University
Extension Service**

Fiscal Year 2011

		Actual FY 2010		Budget FY 2011		
Personal Services						
Contract Faculty	610FAC	3,235,110	38.36%	3,236,103	40.56%	0.03%
Contract Administrative	611ADM	139,122	1.65%	139,122	1.74%	0.00%
Classified	611CLS	591,584	7.02%	632,358	7.93%	6.89%
Graduate Assistants	611GST	0	0.00%	0	0.00%	0.00%
Contract Professional	611PRF	672,966	7.98%	552,692	6.93%	-17.87%
Other Salaries	612OTS	14,642	0.17%	0	0.00%	-100.00%
Other Compensation	6130TC	150,929	1.79%	17,579	0.22%	-88.35%
	Salaries and Wages	4,804,353	56.97%	4,577,854	57.38%	-4.71%
Employee Benefits	614BEN	2,332,597	27.66%	2,485,962	31.16%	6.57%
Employee Waivers	614BNW	0	0.00%	0	0.00%	0.00%
Termination Benefits	615TRB	52,723	0.63%	0	0.00%	-100.00%
Termination Pay	615TRP	158,075	1.87%	0	0.00%	-100.00%
Other Benefits	6190TB	0	0.00%	0	0.00%	0.00%
	Benefits	2,543,395	30.16%	2,485,962	31.16%	-2.26%
	Total Personal Services	7,347,748	87.13%	7,063,816	88.54%	-3.86%
Operating Expenses						
Contracted Services	621SRV	121,762	1.44%	105,820	1.33%	-13.09%
Supplies	622SUP	85,542	1.01%	83,386	1.05%	-2.52%
Communications	623COM	65,261	0.77%	60,390	0.76%	-7.46%
Travel	624TRV	155,599	1.85%	170,972	2.14%	9.88%
Rent	625RNT	14,324	0.17%	15,000	0.19%	4.72%
Utilities	626UTL	33,957	0.40%	28,702	0.36%	-15.48%
Repairs & Maintenance	627MNT	17,240	0.20%	11,750	0.15%	-31.85%
Other	628OTH	509,259	6.04%	404,504	5.07%	-20.57%
Waivers & Scholarships	628WAV	600	0.01%	0	0.00%	-100.00%
Sponsored Programs Indirect Cost	690IDC	0	0.00%	0	0.00%	0.00%
Costs of Goods Sold	629CGS	0	0.00%	0	0.00%	0.00%
	Total Operating Expenses	1,003,544	11.90%	880,524	11.04%	-12.26%
Capital and Transfers						
Capital Equipment	631CEQ	0	0.00%	30,000	0.38%	0.00%
Capital Land	641CLN	0	0.00%	0	0.00%	0.00%
Capital Building	643CBL	0	0.00%	0	0.00%	0.00%
Capital Other Improvements	645COI	0	0.00%	0	0.00%	0.00%
Debt Service	650DBT	0	0.00%	0	0.00%	0.00%
	Capital	0	0.00%	30,000	0.38%	0.00%
Mandatory Transfer Out	687MXF	0	0.00%	0	0.00%	0.00%
NonMandatory Transfer Out	688NXF	81,651	0.97%	4,000	0.05%	-95.10%
Intra-Entity Exp-External	689XFR	0	0.00%	0	0.00%	0.00%
	Transfers	81,651	0.97%	4,000	0.05%	-95.10%
	Total Capital and Transfers	81,651	0.97%	34,000	0.43%	-58.36%
		8,432,942	100.00%	7,978,340	100.00%	-5.39%

**Montana State University
Extension Service**

**Fiscal Year 2011
Public Service**

		Actual FY 2010		Budget FY 2011		
Personal Services						
Contract Faculty	610FAC	3,235,110	44.65%	3,236,103	45.88%	0.03%
Contract Administrative	611ADM	0	0.00%	0	0.00%	0.00%
Classified	611CLS	457,848	6.32%	491,009	6.96%	7.24%
Graduate Assistants	611GST	0	0.00%	0	0.00%	0.00%
Contract Professional	611PRF	435,263	6.01%	412,220	5.84%	-5.29%
Other Salaries	612OTS	14,192	0.20%	0	0.00%	-100.00%
Other Compensation	613OTC	148,434	2.05%	15,942	0.23%	-89.26%
Salaries and Wages		4,290,847	59.23%	4,155,274	58.91%	-3.16%
Employee Benefits	614BEN	2,332,597	32.20%	2,485,962	35.24%	6.57%
Employee Waivers	614BNW	0	0.00%	0	0.00%	0.00%
Termination Benefits	615TRB	52,723	0.73%	0	0.00%	-100.00%
Termination Pay	615TRP	144,190	1.99%	0	0.00%	-100.00%
Other Benefits	619OTB	0	0.00%	0	0.00%	0.00%
Benefits		2,529,510	34.92%	2,485,962	35.24%	-1.72%
Total Personal Services		6,820,357	94.14%	6,641,236	94.15%	-2.63%
Operating Expenses						
Contracted Services	621SRV	88,733	1.22%	75,028	1.06%	-15.45%
Supplies	622SUP	76,503	1.06%	71,386	1.01%	-6.69%
Communications	623COM	50,641	0.70%	45,714	0.65%	-9.73%
Travel	624TRV	112,192	1.55%	137,005	1.94%	22.12%
Rent	625RNT	13,344	0.18%	14,700	0.21%	10.17%
Utilities	626UTL	0	0.00%	25	0.00%	0.00%
Repairs & Maintenance	627MNT	10,191	0.14%	11,750	0.17%	15.29%
Other	628OTH	37,686	0.52%	56,843	0.81%	50.83%
Waivers & Scholarships	628WAV	600	0.01%	0	0.00%	-100.00%
Sponsored Programs Indirect Cost	690IDC	0	0.00%	0	0.00%	0.00%
Costs of Goods Sold	629CGS	0	0.00%	0	0.00%	0.00%
Total Operating Expenses		389,890	5.38%	412,451	5.85%	5.79%
Capital and Transfers						
Capital Equipment	631CEQ	0	0.00%	0	0.00%	0.00%
Capital Land	641CLN	0	0.00%	0	0.00%	0.00%
Capital Building	643CBL	0	0.00%	0	0.00%	0.00%
Capital Other Improvements	645COI	0	0.00%	0	0.00%	0.00%
Debt Service	650DBT	0	0.00%	0	0.00%	0.00%
Capital		0	0.00%	0	0.00%	0.00%
Mandatory Transfer Out	687MXF	0	0.00%	0	0.00%	0.00%
NonMandatory Transfer Out	688NXF	34,450	0.48%	0	0.00%	-100.00%
Intra-Entity Exp-External	689XFR	0	0.00%	0	0.00%	0.00%
Transfers		34,450	0.48%	0	0.00%	-100.00%
Total Capital and Transfers		34,450	0.48%	0	0.00%	-100.00%
		7,244,697	100.00%	7,053,687	100.00%	-2.64%

**Montana State University
Extension Service**

**Fiscal Year 2011
Institutional Support**

		Actual FY 2010		Budget FY 2011		
Personal Services						
Contract Faculty	610FAC	0	0.00%	0	0.00%	0.00%
Contract Administrative	611ADM	139,122	14.30%	139,122	18.64%	0.00%
Classified	611CLS	133,735	13.75%	141,349	18.94%	5.69%
Graduate Assistants	611GST	0	0.00%	0	0.00%	0.00%
Contract Professional	611PRF	237,703	24.44%	140,472	18.82%	-40.90%
Other Salaries	612OTS	450	0.05%	0	0.00%	-100.00%
Other Compensation	613OTC	2,496	0.26%	1,637	0.22%	-34.40%
Salaries and Wages		513,506	52.79%	422,580	56.62%	-17.71%
Employee Benefits	614BEN	0	0.00%	0	0.00%	0.00%
Employee Waivers	614BNW	0	0.00%	0	0.00%	0.00%
Termination Benefits	615TRB	0	0.00%	0	0.00%	0.00%
Termination Pay	615TRP	13,885	1.43%	0	0.00%	-100.00%
Other Benefits	619OTB	0	0.00%	0	0.00%	0.00%
Benefits		13,885	1.43%	0	0.00%	-100.00%
Total Personal Services		527,390	54.22%	422,580	56.62%	-19.87%
Operating Expenses						
Contracted Services	621SRV	33,029	3.40%	30,792	4.13%	-6.77%
Supplies	622SUP	9,039	0.93%	12,000	1.61%	32.76%
Communications	623COM	14,620	1.50%	14,676	1.97%	0.38%
Travel	624TRV	43,408	4.46%	33,967	4.55%	-21.75%
Rent	625RNT	980	0.10%	300	0.04%	-69.39%
Utilities	626UTL	0	0.00%	0	0.00%	0.00%
Repairs & Maintenance	627MNT	0	0.00%	0	0.00%	0.00%
Other	628OTH	297,076	30.54%	198,062	26.54%	-33.33%
Waivers & Scholarships	628WAV	0	0.00%	0	0.00%	0.00%
Sponsored Programs Indirect Cost	690IDC	0	0.00%	0	0.00%	0.00%
Costs of Goods Sold	629CGS	0	0.00%	0	0.00%	0.00%
Total Operating Expenses		398,151	40.93%	289,797	38.83%	-27.21%
Capital and Transfers						
Capital Equipment	631CEQ	0	0.00%	30,000	4.02%	0.00%
Capital Land	641CLN	0	0.00%	0	0.00%	0.00%
Capital Building	643CBL	0	0.00%	0	0.00%	0.00%
Capital Other Improvements	645COI	0	0.00%	0	0.00%	0.00%
Debt Service	650DBT	0	0.00%	0	0.00%	0.00%
Capital		0	0.00%	30,000	4.02%	0.00%
Mandatory Transfer Out	687MXF	0	0.00%	0	0.00%	0.00%
NonMandatory Transfer Out	688NXF	47,201	4.85%	4,000	0.54%	-91.53%
Intra-Entity Exp-External	689XFR	0	0.00%	0	0.00%	0.00%
Transfers		47,201	4.85%	4,000	0.54%	-91.53%
Total Capital and Transfers		47,201	4.85%	34,000	4.56%	-27.97%
		972,742	100.00%	746,377	100.00%	-23.27%

**Montana State University
Extension Service**

**Fiscal Year 2011
Operation & Maintenance of Plant**

		Actual FY 2010		Budget FY 2011			
Personal Services							
Contract Faculty	610FAC	0	0.00%	0	0.00%	0.00%	
Contract Administrative	611ADM	0	0.00%	0	0.00%	0.00%	
Classified	611CLS	0	0.00%	0	0.00%	0.00%	
Graduate Assistants	611GST	0	0.00%	0	0.00%	0.00%	
Contract Professional	611PRF	0	0.00%	0	0.00%	0.00%	
Other Salaries	612OTS	0	0.00%	0	0.00%	0.00%	
Other Compensation	613OTC	0	0.00%	0	0.00%	0.00%	
Salaries and Wages		0	0.00%	0	0.00%	0.00%	0.00%
Employee Benefits	614BEN	0	0.00%	0	0.00%	0.00%	
Employee Waivers	614BNW	0	0.00%	0	0.00%	0.00%	
Termination Benefits	615TRB	0	0.00%	0	0.00%	0.00%	
Termination Pay	615TRP	0	0.00%	0	0.00%	0.00%	
Other Benefits	619OTB	0	0.00%	0	0.00%	0.00%	
Benefits		0	0.00%	0	0.00%	0.00%	0.00%
Total Personal Services		0	0.00%	0	0.00%	0.00%	0.00%
Operating Expenses							
Contracted Services	621SRV	0	0.00%	0	0.00%	0.00%	
Supplies	622SUP	0	0.00%	0	0.00%	0.00%	
Communications	623COM	0	0.00%	0	0.00%	0.00%	
Travel	624TRV	0	0.00%	0	0.00%	0.00%	
Rent	625RNT	0	0.00%	0	0.00%	0.00%	
Utilities	626UTL	33,957	15.76%	28,677	16.09%	-15.55%	
Repairs & Maintenance	627MNT	7,049	3.27%	0	0.00%	-100.00%	
Other	628OTH	174,497	80.97%	149,599	83.91%	-14.27%	
Waivers & Scholarships	628WAV	0	0.00%	0	0.00%	0.00%	
Sponsored Programs Indirect Cost	690IDC	0	0.00%	0	0.00%	0.00%	
Costs of Goods Sold	629CGS	0	0.00%	0	0.00%	0.00%	
Total Operating Expenses		215,503	100.00%	178,276	100.00%	-17.27%	
Capital and Transfers							
Capital Equipment	631CEQ	0	0.00%	0	0.00%	0.00%	
Capital Land	641CLN	0	0.00%	0	0.00%	0.00%	
Capital Building	643CBL	0	0.00%	0	0.00%	0.00%	
Capital Other Improvements	645COI	0	0.00%	0	0.00%	0.00%	
Debt Service	650DBT	0	0.00%	0	0.00%	0.00%	
Capital		0	0.00%	0	0.00%	0.00%	0.00%
Mandatory Transfer Out	687MXF	0	0.00%	0	0.00%	0.00%	
NonMandatory Transfer Out	688NXF	0	0.00%	0	0.00%	0.00%	
Intra-Entity Exp-External	689XFR	0	0.00%	0	0.00%	0.00%	
Transfers		0	0.00%	0	0.00%	0.00%	0.00%
Total Capital and Transfers		0	0.00%	0	0.00%	0.00%	0.00%
		215,503	100.00%	178,276	100.00%	-17.27%	

Montana State University
Extension Service
5 Year Comparison by Program
Fiscal Year

Bud 220

Program	Actual	Actual	Actual	Actual	Budget	Percent Change
Instruction					0	
Organized Research					0	
Public Service	7,260,799	7,410,202	7,244,697		7,053,687	-2.64%
Academic Support					0	
Student Services					0	
Institutional Support	998,032	1,038,143	972,742		746,377	-23.27%
Operation and Maintenance of Plant	157,565	160,607	215,503		178,276	-17.27%
Total	8,416,396	8,608,952	8,432,942		7,978,340	-5.39%
Scholarships and Fellowships					0	
Total	8,416,396	8,608,952	8,432,942		7,978,340	-5.39%

Montana State University
Extension Service
Current Unrestricted Revenues
Fiscal Year 2011

Bud 300

Accounts	Level 1 Acct Code	Actual FY 2010	Percent Of Total Revenue	Budget FY 2011	Percent Of Total Budget	Percent Change
Tuition and Fees						
Registration Fee	515REG	0	0.00%	0	0.00%	0.00%
Resident Tuition	500RES	0	0.00%	0	0.00%	0.00%
Non-resident Tuition	505NON	0	0.00%	0	0.00%	0.00%
WUE Tuition	505WUE	0	0.00%	0	0.00%	0.00%
Other Tuition	507OTH	0	0.00%	0	0.00%	0.00%
Admissions Fees	515ADM	0	0.00%	0	0.00%	0.00%
Program Tuition & Fees	520PRG	0	0.00%	0	0.00%	0.00%
Total Tuition and Fees		0	0.00%	0	0.00%	0.00%
State Allocations						
Hi-Ed General Fund Revenue	555GEN	5,723,178	67.84%	5,324,907	66.75%	-6.96%
Hi-Ed Millage Revenue	555MIL	0	0.00%	0	0.00%	0.00%
Other OCHE/State Funding	555SPE	74,812	0.89%	43,012	0.54%	-42.51%
HB645 Stimulus Revenue	555STM	150,000	1.78%	143,250	1.80%	-4.50%
Total State Allocations		5,947,990	70.50%	5,511,169	69.08%	-7.34%
Other Revenues						
Investments	540INV	1,505	0.02%	1,500	0.02%	-0.31%
Federal Appropriations	550FED	2,456,381	29.12%	2,465,014	30.90%	0.35%
Financial Aid	582FNA	0	0.00%	0	0.00%	0.00%
Other Revenue	580OTH	16	0.00%	0	0.00%	-100.00%
Total Other Revenues		2,457,902	29.13%	2,466,514	30.92%	0.35%
Transfers						
Mandatory Transfer-In	557MNX	0	0.00%	0	0.00%	0.00%
Non-Mandatory Transfer-In	557NMX	30,606	0.36%	0	0.00%	-100.00%
Total Transfers		30,606	0.36%	0	0.00%	-100.00%
Total Revenues		8,436,498	100.00%	7,977,683	100.00%	-5.44%

**Montana State University
Extension Service
Budget for Designated Funds
FY11**

Reporting Fund	Beginning Fund Balance	Revenue	Transfers In	Total Revenue	Compensation & Benefits	Operating & Capital	Transfers Out	Total Expenses	Less Compensated	Ending Fund Balance
ES Retirement Costs	150,000	0	0	0	0	0	120,000	120,000	0	30,000
ES Total 4-H Operations	153,455	352,331	31,800	384,131	94,657	284,300	0	378,957	5,481	164,110
ES Total Designated Miscellaneous	1,099,157	3,199,392	42,345	3,241,737	2,663,774	559,759	0	3,223,533	61,111	1,178,471
ES Total Designated Sales	112,315	72,700	0	72,700	17,097	99,550	0	116,647	713	69,082
ES Total Workshops & Seminars	556,540	81,500	0	81,500	22,900	163,240	0	186,140	10,348	462,248
Totals	2,071,467	3,705,923	74,145	3,780,068	2,798,428	1,106,849	120,000	4,025,277	77,653	1,903,910

**Montana State University
Extension Service
Actuals for Designated Funds
FY10**

Reporting Fund	Beginning Fund Balance	Revenue	Transfers In	Total Revenue	Compensation & Benefits	Operating & Capital	Transfers Out	Total Expenses	Less Compensated	Ending Fund Balance
ES Retirement Costs	120,566	0	29,434	29,434	0	0	0	0	0	150,000
ES Total 4-H Operations	145,952	363,844	34,566	398,411	103,490	287,415	4	390,908	5,481	158,936
ES Total Designated Miscellaneous	896,443	3,522,295	71,154	3,593,449	2,668,095	716,299	6,341	3,390,735	61,111	1,160,267
ES Total Designated Sales	104,489	141,571	18,650	160,221	23,509	127,398	1,488	152,394	713	113,029
ES Total Workshops & Seminars	558,233	82,248	838	83,086	33,350	51,318	110	84,778	10,348	566,888
Totals	1,825,682	4,109,958	154,643	4,264,601	2,828,444	1,182,430	7,943	4,018,816	77,653	2,149,120

**Montana State University
Extension Service
Budget for Restricted Funds
FY11**

Reporting Fund	Beginning Fund Balance	Revenue	Transfers In	Total Revenue	Compensation & Benefits	Operating & Capital	Transfers Out	Total Expenses	Less Compensated	Ending Fund Balance
ES Total Federal Restricted	-35,708	964,931	0	964,931	481,750	421,493	61,688	964,931	35,812	105
ES Total Private Restricted	-39,154	171,533	0	171,533	171,533	0	0	171,533	39,154	0
ES Total Restricted Gifts	47,218	31,945	650	32,595	8,544	50,780	0	59,324	3,881	24,370
ES Total State Restricted	233,666	156,032	0	156,032	105,064	60,930	0	165,994	13,443	237,147
Totals	206,022	1,324,441	650	1,325,091	766,890	533,203	61,688	1,361,781	92,290	261,622

**Montana State University
Extension Service
Actuals for Restricted Funds
FY10**

Reporting Fund	Beginning Fund Balance	Revenue	Transfers In	Total Revenue	Compensation & Benefits	Operating & Capital	Transfers Out	Total Expenses	Less Compensated	Ending Fund Balance
ES Total Federal Restricted	-49,368	650,266	0	650,266	446,880	90,079	99,646	636,605	35,812	105
ES Total Private Restricted	-37,343	170,476	0	170,476	172,287	0	0	172,287	39,154	0
ES Total Restricted Gifts	73,624	72,396	650	73,046	17,103	82,350	0	99,453	3,881	51,099
ES Total State Restricted	253,949	115,821	0	115,821	111,978	19,126	5,000	136,104	13,443	247,109
Totals	240,863	1,008,958	650	1,009,608	748,247	191,555	104,646	1,044,449	92,290	298,312

ALL FUNDS
FTE EMPLOYEE DATA

UNIT	MSU Extension Service				
	ACTUAL FY 2010	PER- CENT	BUDGETED FY 2011	PER- CENT	INCR. (DECR.)
CURRENT UNRESTRICTED FUND:					
Contract Faculty (AY)	70.89	69.1%	66.40	68.9%	-6.3%
Contract Administrative	1.00	1.0%	1.00	1.0%	0.0%
Contract Professional	11.30	11.0%	9.95	10.3%	-11.9%
Classified	19.56	19.0%	19.06	19.8%	-2.6%
GTA		0.0%		0.0%	
GRA		0.0%		0.0%	
Part-Time and Other		0.0%		0.0%	
TOTAL	102.75	100.1%	96.41	100.0%	-6.2%
RESTRICTED:					
Contract Faculty (AY)	3.99	27.7%	3.79	27.1%	-5.0%
Contract Administrative		0.0%		0.0%	
Contract Professional	3.75	26.1%	3.99	28.5%	6.4%
Classified	6.65	46.2%	6.23	44.5%	-6.3%
GTA		0.0%		0.0%	
GRA		0.0%		0.0%	
Part-Time and Other		0.0%		0.0%	
TOTAL	14.39	100.0%	14.01	100.0%	-2.6%
DESIGNATED:					
Contract Faculty (AY)	-	0.0%	-	0.0%	
Contract Administrative	-	0.0%	-	0.0%	
Contract Professional	3.00	44.6%	2.83	43.2%	-5.7%
Classified	3.65	54.2%	3.65	55.7%	0.0%
GTA		0.0%		0.0%	
GRA		0.0%		0.0%	
Part-Time and Other	0.08	1.2%	0.07	1.1%	-12.5%
TOTAL	6.73	100.0%	6.55	100.0%	-2.7%
AUXILIARY:					
Contract Faculty (AY)			-		
Contract Administrative					
Contract Professional					
Classified					
Part-Time and Other					
TOTAL	-		-		
TOTAL FTE:					
Contract Faculty (AY)	74.88	60.5%	70.19	60.0%	-6.3%
Contract Administrative	1.00	0.8%	1.00	0.9%	0.0%
Contract Professional	18.05	14.6%	16.77	14.3%	-7.1%
Classified	29.86	24.1%	28.94	24.7%	-3.1%
GTA	-	0.0%	-	0.0%	
GRA	-	0.0%	-	0.0%	
Part-Time and Other	0.08	0.1%	0.07	0.1%	-12.5%
TOTAL	123.87	100.0%	116.97	100.0%	-5.6%

Comments

**THE MONTANA UNIVERSITY SYSTEM
BOARD OF REGENTS AUTHORIZED RESERVE ACCOUNTS
FINANCIAL SUMMARY - ACTUAL AND PROJECTED**

NAME					CODE
Extension Service					51100
DESCRIPTION	BOR POLICY 910.10 Retirement Costs	BOR POLICY 901.15 Reserve Revolving	BOR POLICY 901.6 Reverted Appropriations	BOR POLICY 901.13 Scholarships & Stipends	
1. Effective Date of Board Policy	January 2004	May 2005	November 1999	May 2003	
2. Date Reserve Fund Established by Campus	FY 2006				
3. Fund Code (BANNER)	033760				
4. Financial Summary					
Fund Balance - FYE 2009 (Actual)	120,565.65	-	-		
+ Revenues, Transfers In (Actual FY 10)	29,434.35	-	-		
- Expenditures, Transfers Out (Actual FY10)	0.00	-	-		
Fund Balance - FYE 2010 (Actual)	150,000.00	-	-	-	
+ Revenues, Transfers In (Projected FY11)	-	-	-		
- Expenditures, Transfers Out (Projected FY11)	(120,000.00)	-	-		
Fund Balance - FYE 2011 (Projected)	30,000	-	-	-	
5. Required Reports					
a. Is a long-term deferred maintenance and equipment/fixed asset plan on file with OCHE?					
b. Has the required annual business plan for FY10 been submitted and approved by OCHE?	Yes				
c. Has the required documentation for the FY06 transfers out of this reserve fund been submitted to OCHE?					

NOTES