

Fiscal Year 2021 Operating Budget (Modified)

As adopted by the Board of Trustees on June 4, 2020, and with modifications adopted by the Board of Trustees on December 3, 2020



Youngstown State University
Finance & Business Operations
December 2020



Executive Summary

This budget modification was prepared in accordance with University policy 3356-3-11 that requires the Board of Trustees to adopt a modified operating budget when there is a 5% or greater variance between originally-budgeted revenue vs. a revised revenue forecast. Relative to the original FY 2021 budget adopted by the Board of Trustees in June 2020, the modified budget contained herein includes the following adjustments:

1. A \$13.6 million or 9.8% increase in budgeted general fund revenues, due to:
 - a. A 7.6% increase in projected tuition and fee revenue resulting from actual fall FTE enrollments having declined by 4.4%, as opposed to the 15% decline upon which the original FY 2021 budget was based.
 - b. A 17% increase in State Share of Instruction (SSI) appropriations resulting from a 3.4% reduction in SSI funding, relative to the prior fiscal year, as opposed to a 20% SSI reduction originally budgeted.
2. An increase in personnel expense budgets resulting from:
 - a. The cessation of temporary furloughs for ACE and APAS union staff and for excluded hourly staff, effective on the first pay period of December 2020;
 - b. The cessation of temporary tiered salary reductions for management staff, effective on the first pay period of December 2020.
3. An increase in general fund operating expense budgets resulting from:
 - a. Instructional activity associated with accelerated online courses;
 - b. A revised scholarship spending forecast (based on fall semester awards);
 - c. A reduced general deficit that will be managed through controlled spending and by the reallocation of eligible COVID-related expenses to the federal CARES Act grant fund(s).
4. An increase in transfers from the general fund:
 - a. To support instructional activity in the academic colleges;
 - b. To defray COVID-related revenue losses for certain University auxiliaries.
5. Modifications to the budgets for the Andrews Rec. & Wellness Center, Kilcawley Center, Intercollegiate Athletics and the Rich Center for Autism.

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General Fund Revenue Detail, FY 2021 Budget

	Original Budget	Modified Budget	Modifications	
	June 2020	December 2020	%	\$
STUDENT TUITION & FEES				
Instructional Fee	\$69,147,250	\$71,968,308	4.1%	\$2,821,058
General Fee	15,312,013	18,166,737	18.6%	2,854,724
Info. Services Tech. Fee	572,900	802,003	40.0%	229,103
Accelerated Online Tuition	0	1,808,668		1,808,668
Subtotal - Tuition & Fees	\$85,032,163	\$92,745,716	9.1%	\$7,713,553
OTHER STUDENT FEES				
Non-resident Tuition Surcharge	\$4,433,465	\$4,582,621	3.4%	\$149,156
Academic Fees	7,158,700	7,322,891	2.3%	164,191
Career Services Fee	175,000	159,638	-8.8%	(15,362)
Non-credit Instructional Fees	24,300	21,750	-10.5%	(2,550)
Miscellaneous Fees	173,800	156,335	-10.0%	(17,465)
Application Fees	223,000	253,349	13.6%	30,349
College Credit Plus/Jump Start	1,112,000	1,076,881	-3.2%	(35,119)
Subtotal - Other Tuition & Fees	\$13,300,265	\$13,573,465	2.1%	\$273,200
STUDENT CHARGES				
Fines & Penalty Assessments	\$629,250	\$243,750	-61.3%	(\$385,500)
Service Charges	532,000	537,935	1.1%	5,935
Subtotal - Student Charges	\$1,161,250	\$781,685	-32.7%	(\$379,565)
Total - Tuition, Fees & Other Chrgs.	\$99,493,678	\$107,100,866	7.6%	\$7,607,188
STATE SHARE OF INSTRUCTION				
Subtotal - State Appropriations	\$34,743,409	\$40,643,835	17.0%	\$5,900,426
OTHER SOURCES				
Investment Income for Operations	\$2,000,000	\$2,000,000	0.0%	\$0
Administrative Charge - Auxiliaries	1,266,413	1,266,413	0.0%	0
Alumni Relations	16,000	10,000	-37.5%	(6,000)
Sales & Services of Educational Activities	5,400	850	-84.3%	(4,550)
Private Gifts, Unrestricted	100,000	90,000	-10.0%	(10,000)
Facility Rental, Athletics and University	482,000	470,666	-2.4%	(11,334)
Indirect Cost Recoveries	570,000	615,000	7.9%	45,000
Other-Miscellaneous	323,100	402,370	24.5%	79,270
Subtotal - Other Sources	\$4,762,913	\$4,855,299	1.9%	\$92,386
TOTAL GENERAL FUND REVENUE	\$139,000,000	\$152,600,000	9.8%	\$13,600,000

General Fund Expenses & Transfers, FY 2021 Budget

	Original Budget	Modified Budget	Modifications	
	June 2020	December 2020	%	\$
Personnel				
Full-service faculty	\$29,920,438	\$29,098,299	-2.7%	(\$822,139)
Part-time faculty	6,393,935	6,393,935	0.0%	0
Dept. Chairperson Stipends	522,778	396,140	-24.2%	(126,638)
Faculty vacancy reserve [^]	N/A	N/A		
Subtotal - Faculty	<u>\$36,837,151</u>	<u>\$35,888,374</u>	-2.6%	<u>(\$948,777)</u>
Staff	\$28,782,981	\$28,103,252	-2.4%	(\$679,729)
Furloughs for union staff*	(2,183,416)	(676,584)	N/A	1,506,832
Tiered salary reductions for excluded staff*	(675,486)	(281,453)	N/A	394,033
Reductions in Force*	(2,509,655)	Reflected above and in auxiliary budgets		
Subtotal - Net Staff	<u>\$23,414,424</u>	<u>\$27,145,215</u>	15.9%	<u>\$3,730,791</u>
Temporary Staff and Student Wages	4,446,622	4,469,122	0.5%	22,500
Fringe Benefits	25,361,896	25,046,609	-1.2%	(315,287)
Total Personnel	<u>\$90,060,093</u>	<u>\$92,549,320</u>	2.8%	<u>\$2,489,227</u>
Operating Expenses				
Supplies	\$1,572,411	\$1,572,411	0.0%	\$0
Business-Related Expenses and Travel	1,155,161	1,155,161	0.0%	0
Dues and Memberships	280,670	280,670	0.0%	0
Public Relations & Communications	922,924	922,924	0.0%	0
Repairs and Maintenance	2,877,096	2,877,096	0.0%	0
Rental of Facilities	148,994	148,994	0.0%	0
Utilities	3,308,269	3,308,269	0.0%	0
Library Acquisitions	1,092,445	1,092,445	0.0%	0
Equipment	342,941	342,941	0.0%	0
Contracted Fees & Services	3,598,721	3,973,721	10.4%	375,000
Chargebacks Campus Security	(39,089)	(39,089)	0.0%	0
Revenue Sharing	489,042	489,042	0.0%	0
Miscellaneous	488,120	488,120	0.0%	0
Bad Debt	400,000	400,000	0.0%	0
Rentals Non Facilities	262,043	262,043	0.0%	0
Scholarships & Awards	12,723,369	13,763,005	8.2%	1,039,636
Managed Spending & CARES Fund Reallocations	(10,726,893)	(3,938,763)	-63.3%	6,788,130
Plan for Strategic Actions [^]	1,550,000	2,122,313	36.9%	572,313
Match Funds & Reserve Accounts	2,199,725	2,199,725	0.0%	0
	<u>\$22,645,949</u>	<u>\$31,421,028</u>	38.7%	<u>\$8,775,079</u>
Transfers				
Transfers to Academic Colleges for operations	\$4,753,776	\$5,953,776	25.2%	\$1,200,000
Transfers to Auxiliaries for operations**	15,621,570	16,757,263	7.3%	\$1,135,693
Transfers to other funds	5,918,613	5,918,613	0.0%	0
	<u>\$26,293,959</u>	<u>\$28,629,652</u>	8.9%	<u>\$2,335,693</u>
Total General Fund	<u>\$139,000,000</u>	<u>\$152,600,000</u>	9.8%	<u>\$13,600,000</u>

[^] Faculty vacancy reserve funding has been combined with funds set aside for the Plan for Strategic Actions.

*Includes savings from both wages and fringe benefits. The original FY 2021 budget consolidated all estimated savings into the general fund; actual savings are allocated to various funds, in addition to the general fund.

**See pages 3 - 5 for additional detail for the auxiliary budget modifications. An increase in transfers to certain auxiliaries is necessary to defray COVID-related revenue losses in those budgets.

ANDREWS RECREATION & WELLNESS CENTER - FY 2021 Budget

	Original Budget	Modified Budget	Modifications	
	June 2020	December 2020	%	\$
REVENUES				
Faculty & Staff Memberships	\$24,000	\$18,000	-25.0%	(\$6,000)
Guest Passes/Locker Rentals	6,000	1,000	-83.3%	(5,000)
Program Fees	20,000	5,000	-75.0%	(15,000)
Sponsorship income	5,000	10,000	100.0%	5,000
Total Revenues	\$55,000	\$34,000	-38.2%	(\$21,000)
OTHER RESOURCES				
General Fund Allocation	\$1,182,249	\$1,203,249	1.8%	\$21,000
TOTAL RESOURCES	\$1,237,249	\$1,237,249	0.0%	\$0
EXPENSES				
Permanent Staff	\$380,095	\$364,642	-4.1%	(\$15,453)
Furloughs for union staff*	(33,396)	(14,494)	-56.6%	\$18,902
Tiered salary reductions for excluded staff*	(2,262)	(942)	-58.3%	\$1,319
Reductions in Force & staff retirements	0	Reflected above		
Temporary Staff	371,373	205,758	-44.6%	(\$165,615)
Fringe Benefits	168,919	154,766	-8.4%	(\$14,153)
Administrative Charge	77,600	77,600	0.0%	\$0
Operating	213,980	379,201	77.2%	\$165,221
Inst. Work Study Transfer	20,000	20,000	0.0%	\$0
Transfer for Capital Improvements	5,282	35,282	568.0%	\$30,000
Total Expenses	\$1,237,249	\$1,237,249	0.00%	\$0
*Includes savings from both wages and fringe benefits. For this presentation, these amounts are not netted from total expenses.				

INTERCOLLEGIATE ATHLETICS - FY 2021 Budget

	Original Budget	Modified Budget	Modifications	
	June 2020	December 2020	%	\$
REVENUE RECORDED IN THE GENERAL FUND*				
Tuition & Fees from Student Athletes	\$8,658,658	\$8,658,658	0.0%	\$0
State Share of Instruction Funding	948,705	948,705	0.0%	0
Total Athletic Revenue in Gen. Fund*	\$9,607,362	\$9,607,362	0.0%	\$0
REVENUE				
Football Tickets	\$375,000	\$42,500	-88.7%	(\$332,500)
Basketball Tickets	162,500	42,500	-73.8%	(120,000)
Guarantees	500,000	0	-100.0%	(500,000)
Program Sales	5,500	3,000	-45.5%	(2,500)
Medical Services Commissions	50,000	50,000	0.0%	0
Concession Commissions	45,000	45,000	0.0%	0
Royalty Commissions	75,000	50,000	-33.3%	(25,000)
NCAA Revenue Sharing	1,150,000	1,150,000	0.0%	0
Program Ad. Sales/Recognition	275,000	175,000	-36.4%	(100,000)
Radio/Television Income	100,000	100,000	0.0%	0
Pouring Rights & Miscellaneous	150,000	135,000	-10.0%	(15,000)
Football Tailgate	85,000	60,000	-29.4%	(25,000)
Scoreboard Advertising:				
Football	235,000	120,000	-48.9%	(115,000)
Basketball	105,000	40,000	-61.9%	(65,000)
Stadium Loge Rentals	519,973	519,973	0.0%	0
Total Revenue	\$3,832,973	\$2,532,973	-33.9%	(\$1,300,000)
TOTAL REVENUE	\$13,440,335	\$12,140,335	-9.7%	(\$1,300,000)
GENERAL FUND ALLOCATION				
Total General Fund Support**	\$2,700,199	\$3,343,292	5.2%	\$643,093
TOTAL RESOURCES	\$16,140,534	\$15,483,627	-4.1%	(\$656,907)
EXPENSES				
Permanent Staff	\$3,904,865	\$3,704,583	-5.1%	(\$200,282)
Furloughs for union staff^	(97,660)	(42,384)	-56.6%	55,276
Tiered salary reductions for excluded staff^	(126,919)	(52,883)	-58.3%	74,036
Reductions in Force & staff retirements	0	Reflected Above		
Temporary Staff	436,902	436,902	0.0%	0
Fringe Benefits	1,763,854	1,607,229	-8.9%	(156,625)
Scholarships	5,611,012	5,611,012	0.0%	0
Operating	4,393,901	4,093,901	-6.8%	(300,000)
Transfer, Inst. Work Study	30,000	30,000	0.0%	0
TOTAL EXPENSES	\$16,140,534	\$15,483,627	-4.1%	(\$656,907)
*Tuition and state funding are recorded in the general fund but are presented here to illustrate the estimated revenue attributable to YSU student athletes.				
** General fund support for Athletics has been adjusted to illustrate the estimated impact of tuition and state funding revenue that is attributable to YSU student athletes. The FY 2021 general fund allocation for Athletics is \$12,950,654 as modified.				
NOTE: Athletics budget reductions include the deferral of five (5) new coaching and training positions planned for the Lacrosse and Swimming/Diving expansions slated for FY 2021.				
^Includes savings from both wages and fringe benefits. For this presentation, these amounts are not netted from total expenses.				

KILCAWLEY CENTER - FY2021 Budget

	Original Budget	Modified Budget	Modifications	
	June 2020	December 2020	%	\$
REVENUES				
Food Services Commissions	\$432,000	\$97,250	-77.49%	(\$334,750)
Bookstore Commissions	484,200	442,000	-8.72%	(42,200)
Pete's Treats Candy Counter	108,000	64,000	-40.74%	(44,000)
Duplicating Services	90,000	2,400	-97.33%	(87,600)
Graphic Center	49,500	24,750	-50.00%	(24,750)
Recreation Room	5,000	0	-100.00%	(5,000)
Room Rental	5,000	0	-100.00%	(5,000)
Vending and Misc. Sales & Service	33,300	31,500	-5.41%	(1,800)
Total Revenue	\$1,207,000	\$661,900	-45.16%	(\$545,100)
OTHER RESOURCES				
General Fund Allocation	\$506,760	\$978,360	93.06%	\$471,600
TOTAL RESOURCES	\$1,713,760	\$1,640,260	-4.29%	(\$73,500)
EXPENSES				
Permanent Staff	\$450,025	\$450,025	0.00%	\$0
Furloughs for union staff*	(27,755)	(12,046)	-56.60%	15,710
Tiered salary reductions for excluded staff*	(2,208)	(920)	-58.33%	1,288
Temporary Staff	220,000	150,000	-31.82%	(70,000)
Fringe Benefits	183,175	179,675	-1.91%	(3,500)
Administrative Charge	126,000	126,000	0.00%	0
Operating	677,581	677,581	0.00%	0
Inst. Work Study transfer	55,979	55,979	0.00%	0
Transfer for Capital Improvements	1,000	1,000	0.00%	0
TOTAL EXPENSES	\$1,713,760	\$1,640,260	-4.29%	(\$73,500)
*Includes savings from both wages and fringe benefits. For this presentation, these amounts are not netted from total expenses.				

Rich Center for Autism - FY 2021 Budget

	Original Budget	Modified Budget	Modifications	
	Sep. 2020	December 2020	%	\$
Revenues				
Noncredit Tuition	\$1,707,783	\$1,526,268	-10.6%	(\$181,515)
Cash Gifts	442,862	271,034	-38.8%	(171,828)
Misc. Income	0	115,000		115,000
Total Revenues	\$2,150,645	\$1,912,302	-11.1%	(\$238,343)
Expenses				
<i>Personnel</i>				
Full- and Part-time Staff	\$1,272,136	\$1,186,243	-6.8%	(\$85,893)
Temporary Staff	60,822	11,271	-81.5%	(49,551)
Fringe Benefits	469,172	439,473	-6.3%	(29,699)
Total Personnel	\$1,802,130	\$1,636,987	-9.2%	(\$165,143)
<i>Operating Expenses</i>				
Supplies	\$42,700	\$42,700	0.0%	\$0
Travel and Related Expenses	5,200	2,000	-61.5%	(3,200)
Information & Communication	15,505	15,505	0.0%	0
Facility Maintenance/Repairs	400	400	0.0%	0
Fees & Services	255,500	185,500	-27.4%	(70,000)
Volunteer Services	14,000	14,000	0.0%	0
Events & Promotions	3,710	3,710	0.0%	0
Miscellaneous / Reserve	11,500	11,500	0.0%	0
Total Operating Expenses	\$348,515	\$275,315	-21.0%	(\$73,200)
Total Rich Center Expenses	\$2,150,645	\$1,912,302	-11.1%	(\$238,343)

CARES Act Funds Activity

As of 11/16/20

Fund Title	Award	Grant End Date	FY 2020	FY 2021	Cumulative Spend	Remaining Balance
			Expensed	Expensed & Encumbered		
YSU Penguins CARE Emergency Grant (Student Financial Aid)	\$5,188,231	3/12/2021	\$3,200,000	\$1,987,436	\$5,187,436	\$795
HEERF Institutional Portion	5,188,231	3/12/2021	2,845,135	592,091	3,437,225	1,751,006
Higher Ed COVID Relief Funding	3,924,308	12/30/2020	1,079,230	1,932,428	3,011,658	912,650
WYSU-FM FY20 CPB CARES	75,000	N/A	18,457	3,379	21,836	53,164
CARES-Mental Health - CRF	124,200	12/30/2020	0	0	0	124,200
CARES (CRF) Round 2	1,962,154	12/30/2020	0	0	0	1,962,154
	<u>11,273,893</u>		<u>3,942,822</u>	<u>2,527,897</u>	<u>6,470,719</u>	<u>4,803,174</u>
Total CARES Act Funds Activity	<u>\$16,462,124</u>		<u>\$7,142,822</u>	<u>\$4,515,333</u>	<u>\$11,658,155</u>	<u>\$4,803,969</u>

NOTE: The use of federal funding from the Coronavirus Aid, Relief & Economic Security (CARES) Act is subject to the restrictions established by the U.S. Treasury Department and the U.S. Department of Education. CARES Act funds are temporary one-time dollars and are restricted for expenses directly related to the COVID-19 pandemic.

CARES Act Funds Spending Activity (non-financial aid portions), as of 11/16/20

	FY 2020	FY 2021		Cumulative Total
	Expensed	Expensed	Enc. Total	
211514 HEERF Institutional Portion				
Transfers to Operating Budgets for Loss of Revenue				
Student Adjustments	\$2,844,279	\$90,239	\$0	\$2,934,518
Total Transfers	2,844,279	90,239	0	2,934,518
Expenses				
Instructional Supplies and Small Equipment		28,392	2,640	31,032
Uniforms Safety Equip and Supplies		18,063	45	18,108
Furnishing Supplies		1,459	0	1,459
Instructional Computers/Printers		127,223	0	127,223
Equipment		75,000	0	75,000
Instructional Equipment		100,710	0	100,710
Contractual Fees and Services		7,794	0	7,794
Software Licenses and Fees	856	93,421	47,006	141,283
Printing Service Supplies		99	0	99
Total Expenses	856	452,162	49,690	502,707
Total Transfers and Expenses	\$2,845,135	\$542,400	\$49,690	\$3,437,225
211522 Higher Ed Relief Funding				
Compensation				
Labor	\$377,306	\$129,321	\$11,544	\$518,171
Fringes	152,575	25,678	4,387	182,640
Total Compensation	529,881	154,999	15,931	700,811
Operating Expenses				
Office Supplies and Small Equipment	6,537	15,911	3,998	26,446
Instructional Supplies and Small Equipment	10,319	4,602	9,466	24,386
Maintenance Supplies	20,895	0	0	20,895
Janitorial Supplies	4,668	0	0	4,668
Uniforms Safety Equip and Supplies	21,788	164,010	113,592	299,390
Furnishing Supplies	0	21,100	0	21,100
Non-instructional Computers/Printers	0	208,902	0	208,902
Instructional Computers/Printers	434,495	389,859	1,748	826,101
Miscellaneous Supplies	152	1,897	0	2,049
Business-Related & Entertainment	0	1,500	0	1,500
Public Relations and Advertising	0	192,978	0	192,978
Cell Phones	31,651	299	0	31,950
Repairs and Maintenance	0	0	17,410	17,410
Equipment	0	31,871	16,906	48,777
Contractual Fees and Services	0	232,275	264,639	496,915
Other Fees and Services	0	0	5,000	5,000
Software Licenses and Fees	18,843	828	17,016	36,686
Food Service Residents	0	29,096	14,292	43,388
Printing Services Supplies	0	2,304	0	2,304
Total Operating Expenses	549,349	1,297,432	464,066	2,310,847
Total Expenses	\$1,079,230	\$1,452,430	\$479,998	\$3,011,658
211512 WYSU-FM FY20 CPB CARES				
Office Supplies and Small Equipment	\$18,457	\$3,379	\$0	\$21,836
Total Expenses	18,457	3,379	0	21,836
211530 CARES-Mental Health - CRF				
Total Expenses	\$0	\$0	\$0	\$0
Total Expenses	0	0	0	0
211532 CARES (CRF) Round 2				
Total Expenses	\$0	\$0	\$0	\$0
Total Expenses	0	0	0	0
Totals	\$3,942,822	\$1,998,209	\$529,688	\$6,470,719