



UNIVERSITY OF GUAM
UNIBETSEDAT GUÅHAN
BOARD OF REGENTS

RESOLUTION NO. 17-04

**RELATIVE TO APPROVING THE FY2018
NON-APPROPRIATED FUND (NAF) BUDGETS**

WHEREAS, the University of Guam (UOG) is the primary U.S. Land Grant institution accredited by the Western Association of Schools and Colleges Senior College and University Commission (WSCUC) serving the post-secondary needs of the people of Guam and the region; and

WHEREAS, the UOG Board of Regents (BOR) is responsible for annually approving and adopting budgets and strategic plans for non-appropriated funds that derive revenues from self-generated funds, indirect costs, tuition revenue sharing, and fees and that meet the following guidelines: accounts that spend or plan to spend \$25,000 or more annually and/or accounts with salary expenses, even if the total annual expenditure level falls below \$25,000; and

WHEREAS, UOG's NAF budgets are an important source of University-generated funding for the operational needs of the academic, student services and administrative departments in performance of UOG's mission and focus upon the highest priorities of academic and business plan objectives; and

WHEREAS, UOG received recommendations on areas of resource needs and opportunities of non-appropriated funds from the University Planning and Budget Advisory Committee (UPBAC) with representation from the Faculty Senate, Deans' Council, Administrative Council, Faculty Union, Staff Council, and Student Government Association; and

WHEREAS, based upon an assessment of UOG's priority needs and the recommendations of UPBAC and the administration, the President approved the attached FY2018 NAF budgets for consideration by the Budget, Finance, Investments and Audit Committee; and

WHEREAS, the BFIA Committee has reviewed the budgets and, with the President, recommends to the BOR for approval the following FY18 NAF budgets attached hereto:

SBPA- IAI Strategic Initiatives/ Institutional Course Admin Allowance	WERI- Water Quality
SOE- Institutional Course Admin Allowance	CEDDERS Indirect Cost
SNHS- Institutional Course Admin Allowance	EMSS – SGA Support
SNHS- Lab Fees	EMSS-A & R Catalog/Transcript Account
SW – Admin Allowance	EMSS- Indirect Cost (TRIO)
CLASS – Admin Allowance	Learning Resources- Library Acquisition/ Student Fees
CLASS – Course Fees	Computer Center – Internet Fee
CLASS - Miscellaneous	Computer Center – IT Fee
CNAS – Institutional Course Admin Allowance	Computer Center - Miscellaneous

CNAS – Science Lab Fees
CNAS – Math & Computer Science Lab Fees
SVP-Discretionary
Marine Lab- Coastal Resources

President's Development Fund
Facilities and Administrative Support
(F&A)
Comptroller's Office-Bursar & Business
Office
On-Line Learning Fee

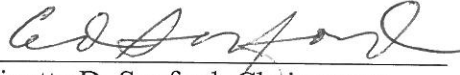
WHEREAS, the BFIA and the Student Affairs, Scholarship, Alumni Relations and Honorary Degree (SASARHD) Committees have reviewed draft proposals for changes to student institutional and course/lab fees that will impact future NAF budgets; and

WHEREAS, the BFIA and SASARHD Committees intend to jointly sponsor a public hearing to address the proposed changes to the student institutional and course/lab fees, which are intended to become effective in AY 2017-2018.

NOW, THEREFORE, BE IT RESOLVED, that the UOG FY2018 Non-Appropriated Funds named above and attached hereto are hereby approved and will be administered with an effective date of October 1, 2017.


BE IT FURTHER RESOLVED, that the President take the appropriate steps to facilitate community feedback regarding the proposed changes to the student institutional and course/lab fees, and submit a final proposal of fee changes to the BFIA and SASARHD Committees to consider for recommendation to the BOR for implementation in AY 2017-2018.

Adopted this 16th day of February, 2017.



Antoinette D. Sanford, Chairperson

ATTESTED:



Dr. Robert A. Underwood, Executive Secretary



University of Guam
 Non-Appropriated Fund
 FY 2018 Budget Summaries
 Per BOR 17-nn

	SBPA	SOE - Adm. Allowance	SNHS - Adm Allowance	SNHS - Lab Fees	SW - Adm Allowance	CLASS - Adm Allowance	CLASS - Misc.	CLASS Course Fees	CNAS - Adm Allowance	CNAS - Math/CS Adm Allowance	CNAS - NatSci Adm Allowance
Revenue	386,194	114,776	37,628	32,573	23,750	452,409	35,651	122,068	13,000	190,000	70,000
Salaries & Benefits	58,518	39,000	-	-	-	155,241	-	92,000	-	140,000	40,000
Travel	125,000	21,250	8,000	-	9,000	85,357	-	-	2,500	20,000	10,000
Contractual Services	35,000	23,000	15,000	14,340	8,000	68,200	-	11,500	1,750	2,900	2,700
Supplies	23,000	5,000	3,500	14,600	2,000	17,800	20,000	10,000	7,500	15,000	10,000
Equipment	44,650	18,935	9,225	3,633	1,582	102,181	3,400	2,800	730	1,500	1,500
Miscellaneous	22,500	3,000	-	-	2,204	-	-	-	-	3,000	3,000
Capital Outlay	-	-	-	-	-	5,000	10,000	-	-	-	-
Utilities	-	-	-	-	-	-	-	-	-	-	-
Transfer to F&A	15,448	4,591	1,505	-	950	18,096	1,426	-	520	7,600	2,800
Annual Surplus (Deficit)	62,078	-	398	-	14	534	825	5,768	-	-	-



	CNAS - ALS Fees	CNAS - Math/CS Fees	CNAS - NatSci Fees	SVP Disc	ML - Coastal Resources	WERI	CEDDERS	EMSS - SGA Support	EMSS - Cat/Transcript Revenue	EMSS - Indirect (TRIO)	LR - Acquisitions & Library Fees
Revenue	13,000	65,000	82,000	573,226	60,950	185,000	29,935	35,000	55,620	35,000	197,651
Salaries & Benefits	3,000	43,000	2,000	307,000	-	25,000	-	-	16,974	19,000	-
Travel	-	-	-	61,000	-	5,500	13,000	10,000	15,450	3,200	-
Contractual Services	-	2,500	600	67,500	19,040	36,500	7,200	1,500	15,229	3,200	65,000
Supplies	4,000	16,500	78,900	2,388	1,800	26,100	5,945	10,000	5,742	1,600	18,200
Equipment	4,000	2,000	200	5,000	4,925	2,000	3,000	3,100	-	2,000	13,720
Miscellaneous	2,000	1,000	300	107,409	5,000	10,450	790	7,000	-	1,350	1,500
Capital Outlay	-	-	-	-	-	44,000	-	-	-	-	90,800
Utilities	-	-	-	-	-	7,700	-	2,000	-	4,650	-
Transfer to F&A	-	-	-	22,929	9,143	27,750	-	1,400	2,225	-	7,906
Annual Surplus (Deficit)	-	-	-	0	21,043	-	-	-	0	-	525



	Comp Ctr - Internet	Comp Ctr - IT Fee	Comp Ctr - Misc.	Pres Develop. Fund	F&A	Comptroller	TADCO - OLL	Total
Revenue	495,000	178,200	30,000	534,000	606,817	117,000	145,000	4,916,448
Salaries & Benefits	150,000	127,000	10,000	-	208,117	38,566	79,522	1,553,938
Travel	17,000	5,000	8,000	60,000	-	27,000	6,250	512,507
Contractual Services	260,875	16,000	9,800	120,000	345,500	11,800	51,400	1,216,034
Supplies	20,200	16,000	1,000	-	14,500	18,000	2,028	371,303
Equipment	17,125	7,072	-	-	4,000	5,000	-	263,278
Miscellaneous	10,000	-	-	354,000	34,700	9,200	-	578,403
Capital Outlay	-	-	-	-	-	-	-	149,800
Utilities	-	-	-	-	-	-	-	14,350
Transfer to F&A	19,800	7,128	1,200	-	-	7,434	5,800	165,651
Annual Surplus (Deficit)	-	-	-	-	(0)	-	-	91,184

UNIVERSITY OF GUAM FY2018 NON-APPROPRIATED FUND BUDGET

Department/Unit: School of Education Signature-Dept Head: Dr. John Sanchez, Dean

Quarterly Breakdown

Revenue (Please list sources)

		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Admin Allowance (15% of Institutional Course Net Revenue)	114,776				
	\$ 114,776	28,694	28,694	28,694	28,694

A. SALARIES AND BENEFITS

Please attach staffing pattern	\$ 39,000	9,750	9,750	9,750	9,750
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B. OFF-ISLAND TRAVEL

Name & Position of Traveler	Total				
Dean Travel	5,000				
Faculty/Staff Development	11,250				
CAEP Related Travel	5,000				
Justification / Notes:					
Total FY18	\$ 21,250	5,313	5,313	5,313	5,313

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total				
SOE Recognition Ceremonies			8,000				
Professional Services/Contracts (GDOE)			15,000				
Justification / Notes:							
Total FY18		\$ 23,000		5,750	5,750	5,750	5,750

D. SUPPLIES

Item	Qty	Cost	Total				
Office Supplies			2,500				
Instructional Supplies			2,500				
Justification / Notes:							
Total FY18		\$ 5,000		1,250	1,250	1,250	1,250

E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total				
Furniture/Equipment Needed for various rooms			11,000				
Technological equipment upgrade			7,935				
Justification / Notes:							
Total FY18		\$ 18,935		4,734	4,734	4,734	4,734

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total				
Payless Supermarket			3,000				
Justification / Notes:							
Total FY18		\$ 3,000		750	750	750	750

G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total				
Justification / Notes:							
Total FY18		\$ -					

H. UTILITIES: Power, Water, Telephone

Item	Total				
Power					
Telephone					
Total FY18	\$ -				

I. Transfer for F & A Fees (see guidelines for more information)

	\$ 4,591	1,148	1,148	1,148	1,148
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Annual Surplus (Deficit) \$ - 0 0 0 0

UNIVERSITY OF GUAM FY2018 NON-APPROPRIATED FUND BUDGET

Department/Unit: SNHS Signature-Dept Head: M. Hattori-Uchima
 Admin Allowance 28-34-120013-A

Quarterly Breakdown

Revenue (Please list sources)

		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Fall 2017	17,117				
Intercession 2017	907				
Spring 2018	16,919				
Summer 2018	2,685				
	\$ 37,628	17,117	907	16,919	2,685

A. SALARIES AND BENEFITS

Please attach staffing pattern					
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B. OFF-ISLAND TRAVEL

Name & Position of Traveler	Total				
Faculty travel APHA Accreditation Conference	4,000				
Faculty travel ACEN	4,000				
Justification / Notes:	Total FY18 \$ 8,000	8,000			

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total				
Subscriptions, membership dues, consultancy (Nursing) Accreditation, accreditation fees			5,000				
advisement assistance			10,000				
Justification / Notes:	Total FY18 \$ 15,000	5,000	2,000	4,000	4,000		

D. SUPPLIES

Item	Qty	Cost	Total				
Instructional Supplies			1,000				
Retention Initiative			2,000				
Faculty Retreat			500				
Justification / Notes:	Total FY18 \$ 3,500	1,250	750	750	750		

E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total				
SNHS Computer Lab Computers			8,000				
classroom equipment and supplies			1,225				
Justification / Notes:	Total FY18 \$ 9,225	2,000	1,225	6,000			

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total				
Justification / Notes:	Total FY18 \$ -						

G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total				
Justification / Notes:	Total FY18 \$ -						

H. UTILITIES: Power, Water, Telephone

Item	Total				
Power					
Telephone					
Total FY18 \$ -					

I. Transfer for F & A Fees (see guidelines for more information)

	\$ 1,505	685	36	677	107
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Annual Surplus (Deficit) \$ 398 182 (3,104) 5,482 (2,172)

UNIVERSITY OF GUAM FY2018 NON-APPROPRIATED FUND BUDGET

Department/Unit: SHNS Signature-Dept Head: M. Hattori-Uchima
 Lab Fees 28-34-120012-N-5

Quarterly Breakdown			
Oct-Dec	Jan-Mar	Apr-June	Jul-Sept

Revenue (Please list sources)

		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Fall 2017	12,113				
Intercession 2017	225				
Spring 2018	19,560				
Summer 2018	675				
	\$ 32,573	12,113	225	19,560	675

A. SALARIES AND BENEFITS

Please attach staffing pattern					
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B. OFF-ISLAND TRAVEL

Name & Position of Traveler	Total				
Justification / Notes:	Total FY18	\$ -			

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total				
lab equipment maintenance			1,500				
printing (computer lab and testing)			840				
teaching assistant			12,000				
Justification / Notes:	Total FY18	\$ 14,340		3,660	3,560	3,560	3,560

D. SUPPLIES

Item	Qty	Cost	Total				
clinical and lab supplies Nursing and HS			8,000				
Instructional materials, NLN exams, HSRT exams, NCLEX prep			6,600				
Justification / Notes:	Total FY18	\$ 14,600		3,950	3,000	4,650	3,000

E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total				
lab equipment for HS and Nursing			3,633				
Justification / Notes:	Total FY18	\$ 3,633		909	908	908	908

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total				
Justification / Notes:	Total FY18	\$ -					

G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total				
Justification / Notes:	Total FY18	\$ -					

H. UTILITIES: Power, Water, Telephone

Item	Total				
Power					
Telephone					
Justification / Notes:	Total FY18	\$ -			

I. Transfer for F & A Fees (see guidelines for more information)

Annual Surplus (Deficit)	\$ -	3,594	(7,243)	10,442	(6,793)

UNIVERSITY OF GUAM FY2018 NON-APPROPRIATED FUND BUDGET

Department/Unit: SNHS/SW Signature-Dept Head: M. Hattori-Uchima
 Admin Allowance 28-34-120021-A-5

Quarterly Breakdown			
Oct-Dec	Jan-Mar	Apr-June	Jul-Sept

Revenue (Please list sources)

		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Fall 2017	15,000.00				
Fall Intercession 2017	750.00				
Spring 2018	6,000.00				
Summer 2018	2,000.00				
	23,750	15,000	750	6,000	2,000

A. SALARIES AND BENEFITS

Please attach staffing pattern					
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B. OFF-ISLAND TRAVEL

Name & Position of Traveler	Total				
Faculty SW Accreditation Conference	9,000				
Justification / Notes:	Total FY18	9,000	4,500	4,500	

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total				
CSWE membership			6,000				
subscriptions, accreditation fees			2,000				
Justification / Notes:	Total FY18	8,000	2,000	6,000			

D. SUPPLIES

Item	Qty	Cost	Total				
faculty/student retreat			1,500				
SW Pinning			500				
Justification / Notes:	Total FY18	2,000	1,000	1,000			

E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total				
Computer Equipment			1,582				
Justification / Notes:	Total FY18	1,582	791	791			

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total				
office supplies			500				
brochures/promotional			1,704				
Justification / Notes:	Total FY18	2,204	735	1,469			

G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total				
Justification / Notes:	Total FY18	-					

H. UTILITIES: Power, Water, Telephone

Item	Total				
Power					
Telephone					
Total FY18	-				

I. Transfer for F & A Fees (see guidelines for more information)

	950	600	30	240	80
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Annual Surplus (Deficit)	14	5,374	720	(8,000)	1,920
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UNIVERSITY OF GUAM FY2018 NON-APPROPRIATED FUND BUDGET

Department/Unit: CLASS OPSI Acct 28-34-160013-A

Signature-Dept Head: Dr. James Sellmann, Dean

Quarterly Breakdown

Revenue (Please list sources)

		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Fall 2017	210,890				
Fall Intersession 2017-2016	14,280				
Spring 2018	180,171				
Summer 2018	47,068				
	\$ 452,409	113,102	113,102	113,102	113,102

A. SALARIES AND BENEFITS

Teaching Assistants, Research Assistants, ISLA EA, IT Support Tech, Isa Counselor and Isa Director - part time.	\$ 155,241	38,810	38,810	38,810	38,810
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B. OFF-ISLAND TRAVEL

Name & Position of Traveler	Total				
Faculty and Student Travel Grants	50,000				
Professional Development - Dean's fund	35,357				
Justification / Notes:					
Total FY18	\$ 85,357	21,339	21,339	21,339	21,339

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total				
Maintenance and Equipment/Computer			3,000				
Professional Consultant			20,000				
Ad/Printing/Duplicating			1,000				
Subscriptions/Dues, Books			1,000				
Other Services			43,200				
Justification / Notes:							
Total FY18		\$ 68,200		17,050	17,050	17,050	17,050

D. SUPPLIES

Item	Qty	Cost	Total				
Instructional Supplies			10,000				
Other Supplies & Materials			7,800				
Justification / Notes:							
Total FY18		\$ 17,800		4,450	4,450	4,450	4,450

E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total				
Furniture and Equipment: Smart Classrooms, Graphic Arts Lab and Computer Labs			24,500				
Computer Replacement: Faculty, Staff and Administrators			64,181				
Art, Ceramic and Music Instruments			13,500				
Justification / Notes:							
Total FY18		\$ 102,181		25,545	25,545	25,545	25,545

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total				
Justification / Notes:							
Total FY18		\$ -					

G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total				
Building Repairs			5,000				
Justification / Notes:							
Total FY18		\$ 5,000.00		1,250	1,250	1,250	1,250

H. UTILITIES: Power, Water, Telephone

Item	Total				
Power					
Telephone					
Total FY18	\$ -				

I. Transfer for F & A Fees (see guidelines for more information) - 4%

	\$ 18,096	4,524	4,524	4,524	4,524
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Annual Surplus (Deficit)	\$ 534	134	134	134	134
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UNIVERSITY OF GUAM FY2018 NON-APPROPRIATED FUND BUDGET

Department/Unit: CLASS Misc. Account 28-34-160019-A

Signature-Dept Head: Dr. James Sellmann, Dean

Quarterly Breakdown

Revenue (Please list sources)

		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Lecture Hall, Fine Arts Auditorium and Classrooms Rental	35,651				
	\$ 35,651	8,913	8,913	8,913	8,913

A. SALARIES AND BENEFITS

Please attach staffing pattern					
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B. OFF-ISLAND TRAVEL

Name & Position of Traveler	Total

Justification / Notes:	Total FY18	\$ -				
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C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total

Justification / Notes:	Total FY18	\$ -				
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D. SUPPLIES

Item	Qty	Cost	Total
Instructional Supplies			15,000
Other Supplies & Materials			5,000

Justification / Notes:	Total FY18	\$ 20,000	5,000	5,000	5,000	5,000
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E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total
Furniture and Equipment: Smart Classrooms, Graphic Arts Lab and Computer Labs			3,400

Justification / Notes:	Total FY18	\$ 3,400	850	850	850	850
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F. MISCELLANEOUS Expense

Item	Qty	Cost	Total

Justification / Notes:	Total FY18	\$ -				
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G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total
Building Repairs			10,000

Justification / Notes:	Total FY17	\$ 10,000.00	2,500	2,500	2,500	2,500
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H. UTILITIES: Power, Water, Telephone

Item	Total
Power	
Telephone	

Justification / Notes:	Total FY18	\$ -				
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I. Transfer for F & A Fees (see guidelines for more information) - 4%	\$ 1,426	357	357	357	357
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Annual Surplus (Deficit)	\$ 825	206	206	206	206
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UNIVERSITY OF GUAM FY2018 NON-APPROPRIATED FUND BUDGET

Department/Unit: CLASS Course Fees Acct 28-34-160017-A

Signature-Dept Head: Dr. James Sellmann, Dean

Quarterly Breakdown

Revenue (Please list sources)

		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Fall 2016	57,498				
Fall Intersession 2016-2017	2,682				
Spring 2017	53,865				
Summer 2017	8,024				
	\$ 122,068	30,517	30,517	30,517	30,517

A. SALARIES AND BENEFITS

Teaching Assistants, Research Assistants, Extension Associates - part time.	\$ 92,000	23,000	23,000	23,000	23,000
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B. OFF-ISLAND TRAVEL

Name & Position of Traveler	Total					
Justification / Notes:	Total FY18	\$ -	0	0	0	0

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total				
Professional Consultant			11,000				
Books, Subscriptions and Advertising			500				
Justification / Notes:	Total FY18	\$ 11,500	2,875	2,875	2,875	2,875	

D. SUPPLIES

Item	Qty	Cost	Total				
Instructional Supplies			10,000				
Justification / Notes:	Total FY18	\$ 10,000	2,500	2,500	2,500	2,500	

E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total				
Smart Classrooms, Graphic Arts Labs & Computer Labs			2,800				
Justification / Notes:	Total FY18	\$ 2,800	935	935		930	

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total				
Justification / Notes:	Total FY18	\$ -	0	0	0	0	0

G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total				
Justification / Notes:	Total FY18	\$ -	0	0	0	0	0

H. UTILITIES: Power, Water, Telephone

Item	Total				
Power					
Telephone	380				
Total FY18	\$ 380	95	95	95	95

I. Transfer for F & A Fees (see guidelines for more information) - 4%

Annual Surplus (Deficit)	\$ 5,388	1,112	1,112	2,047	1,117
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UNIVERSITY OF GUAM FY2018 NON-APPROPRIATED FUND BUDGET

Department/Unit: ADM Allowance CALS-INST (15 percent) Signature-Dept Head: Yudin, Lee

Account No: 28-34-200013-A5

Quarterly Breakdown

	Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
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Revenue (Please list sources)

		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
2017 Fall	5,000				
2017 Fall Intersession					
Spring 2018	5,000				
Summer 2018	3,000				
	\$ 13,000	5,000	5,000	1,500	1,500

A. SALARIES AND BENEFITS

Please attach staffing pattern					
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B. OFF-ISLAND TRAVEL

Name & Position of Traveler	Total				
Student Attending Conferene	2,500				
Justification / Notes:	Total FY18	\$ 2,500	1,250	1,250	

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total				
Data Communication			1,500				
Ads., Printing, Copying			250				
Justification / Notes:	Total FY18	\$ 1,750	438	438	438	438	

D. SUPPLIES

Item	Qty	Cost	Total				
Office Supplies							
Instructional Supplies							
Computer	3	2500	7,500				
Justification / Notes:	Total FY18	\$ 7,500		5,000	2,500		

E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total				
desks			730				
Justification / Notes:	Total FY18	\$ 730				730	

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total				
Justification / Notes:	Total FY18	\$ -					

G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total				
Justification / Notes:	Total FY18	\$ -					

H. UTILITIES: Power, Water, Telephone

Item	Total				
Power					
Telephone					
Total FY18	\$ -				

I. Transfer for F & A Fees (see guidelines for more information)

	\$ 520	130	130	130	130
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Annual Surplus (Deficit) \$ - 3,183 (1,818) (2,298) 933

UNIVERSITY OF GUAM FY2018 NON-APPROPRIATED FUND BUDGET

Department/Unit: ADM Allowance Natural Sciences (15 percent) Signature-Dept Head: Yudin, Lee

Account No: 28-34-200018-A5

Quarterly Breakdown

	Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
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Revenue (Please list sources)

		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
2017 Fall	70,000				
2017 Fall Intersession	5,000				
Spring 2018	70,000				
Summer 2018	45,000				
	\$ 190,000	47,500	47,500	47,500	47,500

A. SALARIES AND BENEFITS

TA's	\$ 140,000	35,000	35,000	35,000	35,000
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B. OFF-ISLAND TRAVEL

Name & Position of Traveler	Total				
Student Attending Conferene	20,000				
Justification / Notes:	Total FY18 \$ 20,000	5,000	5,000	5,000	5,000

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total				
Data Communication			2,000				
Ads., Printing, Copying			900				
Justification / Notes:			Total FY18 \$ 2,900	725	725	725	725

D. SUPPLIES

Item	Qty	Cost	Total				
Office Supplies							
Instructional Supplies							
Computer	6	2500	15,000				
Justification / Notes:			Total FY18 \$ 15,000	3,750	3,750	3,750	3,750

E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total				
desks	6	250	1,500				
Justification / Notes:			Total FY18 \$ 1,500	375	375	375	375

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total				
Miscellaneous itesm			3,000				
Justification / Notes:			Total FY18 \$ 3,000	750	750	750	750

G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total				
Justification / Notes:			Total FY18 \$ -				

H. UTILITIES: Power, Water, Telephone

Item	Total				
Power					
Telephone					
Justification / Notes:	Total FY18 \$ -				

I. Transfer for F & A Fees (see guidelines for more information)

	\$ 7,600	1,900	1,900	1,900	1,900
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Annual Surplus (Deficit)	\$ -	0	0	0	0
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UNIVERSITY OF GUAM FY2018 NON-APPROPRIATED FUND BUDGET

Department/Unit: ADM Allowance Natural Sciences (15 percent) Signature-Dept Head: Yudin, Lee
 Account No: 28-34-2000019-A5

Quarterly Breakdown

	Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
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Revenue (Please list sources)

		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
2017 Fall	30,000				
2017 Fall Intersession	2,000				
Spring 2018	30,000				
Summer 2018	8,000				
	\$ 70,000	17,500	17,500	17,500	17,500

A. SALARIES AND BENEFITS

TA's	\$ 40,000	15,000	15,000	5,000	5,000
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B. OFF-ISLAND TRAVEL

Name & Position of Traveler	Total				
Student Attending Conferene	10,000				
Justification / Notes:	Total FY18	\$ 10,000	2,500	2,500	2,500

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total				
Data Communication			2,000				
Ads., Printing, Copying			700				
Justification / Notes:	Total FY18	\$ 2,700	675	675	675	675	

D. SUPPLIES

Item	Qty	Cost	Total				
Office Supplies							
Instructional Supplies							
Computer	4	2500	10,000				
Justification / Notes:	Total FY18	\$ 10,000	2,500	2,500	2,500	2,500	

E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total				
desks	6	250	1,500				
Justification / Notes:	Total FY18	\$ 1,500	375	375	375	375	

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total				
Miscellaneous items			3,000				
Justification / Notes:	Total FY18	\$ 3,000	750	750	750	750	

G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total				
Justification / Notes:	Total FY18	\$ -					

H. UTILITIES: Power, Water, Telephone

Item	Total				
Power					
Telephone					
Justification / Notes:	Total FY18	\$ -			

I. Transfer for F & A Fees (see guidelines for more information)	\$ 2,800	700	700	700	700
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Annual Surplus (Deficit)	\$ -	(5,000)	(5,000)	5,000	5,000
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UNIVERSITY OF GUAM FY2018 NON-APPROPRIATED FUND BUDGET

Department/Unit: CALS Lab Fees
 Account No: 28-34-200012-P5

Signature-Dept Head: Dr. Lee Yudin

Quarterly Breakdown

Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
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Revenue (Please list sources)

		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Fall 2017	5,000				
Fall 2017 Intersession					
Spring 2018	5,000				
Summer 2018	3,000				
	\$ 13,000	4,000	4,000	4,000	1,000

A. SALARIES AND BENEFITS

TA's	\$ 3,000	1,500	1,500		
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B. OFF-ISLAND TRAVEL

Name & Position of Traveler	Total				
Justification / Notes:	Total FY18	\$ -			

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total				
Justification / Notes:	Total FY18	\$ -					

D. SUPPLIES

Item	Qty	Cost	Total				
Institutional Supplies			4,000				
Justification / Notes:	Total FY18	\$ 4,000		2,000	2,000		

E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total				
Institutional Equipment			4,000				
Justification / Notes:	Total FY18	\$ 4,000		2,000	2,000		

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total				
Micc			2,000				
Justification / Notes:	Total FY18	\$ 2,000		1,000		1,000	

G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total				
Justification / Notes:	Total FY18	\$ -					

H. UTILITIES: Power, Water, Telephone

Item	Total				
Power					
Telephone					
Justification / Notes:	Total FY18	\$ -			

I. Transfer for F & A Fees (see guidelines for more information)

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Annual Surplus (Deficit) \$ - (2,500) (1,500) 3,000 1,000

UNIVERSITY OF GUAM FY2018 NON-APPROPRIATED FUND BUDGET

Department/Unit: CNAS - Math & CS Class Fees Signature-Dept Head: Lee S. Yudin
 Account No: 28-34-200516-A5

Quarterly Breakdown			
Oct-Dec	Jan-Mar	Apr-June	Jul-Sept

Revenue (Please list sources)

FALL 2017	24,000				
FALL 2017 INTERSESSION	3,000				
SPRING 2018	23,000				
SUMMER 2018	15,000				
	\$ 65,000	22,750	22,750	13,000	6,500

A. SALARIES AND BENEFITS

Teaching Assistants (TAs)	\$ 43,000	15,050	15,050	8,600	4,300
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B. OFF-ISLAND TRAVEL

Name & Position of Traveler	Total
Justification / Notes: _____	Total FY18 \$ -

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total
Data Communication			1,600
Ads., Printing, Copying			400
Subscriptions, dues, books			500
Other services			
Justification / Notes: _____	Total FY18	\$ 2,500	875 875 500 250

D. SUPPLIES

Item	Qty	Cost	Total
Office Supplies			1,000
Instructional Supplies			1,500
Computer	7	2000	14,000
Other Supplies & Materials			
Justification / Notes: _____	Total FY18	\$ 16,500	5,775 5,775 3,300 1,650

E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total
Furniture & Equipment			2,000
Justification / Notes: _____	Total FY18	\$ 2,000	700 700 400 200

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total
Other emergency class supplies such as online course supplies			1,000
Justification / Notes: _____	Total FY18	\$ 1,000	350 350 200 100

G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total
Justification / Notes: _____	Total FY18	\$ -	

H. UTILITIES: Power, Water, Telephone

Item	Total
Power	
Telephone	
Justification / Notes: _____	Total FY18 \$ -

I. Transfer for F & A Fees (see guidelines for more information)

Annual Surplus (Deficit)	\$ -	0	0	0

UNIVERSITY OF GUAM FY2018 NON-APPROPRIATED FUND BUDGET

Department/Unit: CNAS - Natural Science Lab Fees Signature-Dept Head: Lee S. Yudin
 Account No: 28-34-201512-A5

Quarterly Breakdown
 Oct-Dec Jan-Mar Apr-June Jul-Sept

Revenue (Please list sources)

FALL 2017	34,000				
FALL 2017 INTERSESSION	2,000				
SPRING 2018	31,000				
SUMMER 2018	15,000				
	\$ 82,000	28,700	28,700	16,400	8,200

A. SALARIES AND BENEFITS

Teaching Assistants (TAs)	\$ 2,000	700	700	400	200
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B. OFF-ISLAND TRAVEL

Name & Position of Traveler	Total				
Justification / Notes:	Total FY18	\$ -			

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total				
Data Communication			200				
Ads., Printing, Copying			200				
Subscriptions, dues, books			200				
Other services							
Justification / Notes:	Total FY18	\$ 600		210	210	120	60

D. SUPPLIES

Item	Qty	Cost	Total				
Office Supplies			300				
Instructional/Lab Supplies			78,600				
Computer							
Other Supplies & Materials							
Justification / Notes:	Total FY18	\$ 78,900		27,615	27,615	15,780	7,890

E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total				
Furniture & Equipment			200				
Justification / Notes:	Total FY18	\$ 200		70	70	40	20

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total				
Other emergency class supplies			300				
Justification / Notes:	Total FY18	\$ 300		105	105	60	30

G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total				
Justification / Notes:	Total FY18	\$ -					

H. UTILITIES: Power, Water, Telephone

Item	Total				
Power					
Telephone					
	Total FY18	\$ -			

I. Transfer for F & A Fees (see guidelines for more information)

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Annual Surplus (Deficit) \$ - 0 0 0 0

UNIVERSITY OF GUAM FY2018 NON-APPROPRIATED FUND BUDGET

Department/Unit: Academic and Student Affairs Signature-Dept Head: Dr. Anita Borja Enriquez

Quarterly Breakdown

Revenue (Please list sources)

		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Salary Reimbursements (HSN: EPSCOR- JB, JP, TD, JD, \$69,654; YP, KC, and MHU, RAU, MH, KM, LR)	160,000				
3% from EMSS, three colleges, and three schools	217,226				
Registration Fees	100,000				
Application Fees	73,000				
Graduate Application Fee	23,000				
	\$ 573,226	286,613		143,307	143,307

A. SALARIES AND BENEFITS

CDRS Fac FTE (\$62k), 2-Ext Asst PT (\$50k), 6-Advsmt Coords (\$25k ea)/DIMC's MD (\$30k), Felws/\$15k	\$ 307,000	153,500		76,750	76,750
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B. OFF-ISLAND TRAVEL

Name & Position of Traveler	Total				
Administrator/Staff/College Readiness	11,000				
SVP (AASCU/APLU/WASC/DC meetings)	25,000				
WASC Meetings/Workshops-Key reps	25,000				
Justification / Notes: <u>All Misc. travel related to college readiness, degree completion, higher ed trends, WASC mtgs.</u>	Total FY17 \$ 61,000	30,500		15,250	15,250

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total				
Ads, printing, copying (\$1k)+ DIMC Mktg Retention Initiatives (\$42k)			43,000				
Data Communication			1,500				
Subscription, dues, books			2,000				
Early Pipeline/College Success Research Work (faculty/research fellows)			21,000				
Justification / Notes: <u>Support to DIMC for mktg and recruitment exp., comm., subscription, research fellows+ support</u>	Total FY17 \$ 67,500			33,750		16,875	16,875

D. SUPPLIES

Item	Qty	Cost	Total				
Supplies			2,388				
Justification / Notes: <u>Misc. office and related supplies.</u>	Total FY17 \$ 2,388			1,194		597	597

E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total				
Computer, Printer, Laptop			5,000				
Justification / Notes: <u>Upgrades on computer/printer/laptop</u>	Total FY17 \$ 5,000			2,500		1,250	1,250

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total				
G2G Assessment and Program Reviews			15,000				
Student Success			72,409				
SVP Miscellaneous Expense (Staff/Faculty Senate)			20,000				
Justification / Notes: <u>Related G2G assessment and program review exp., 1/3 alloc. for SSIT priorities, Staff & Faculty Dev.</u>	Total FY17 \$ 107,409			53,704		26,852	26,852

G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total				
Justification / Notes:	Total FY17 \$ -						

H. UTILITIES: Power, Water, Telephone

Item	Total				
Total FY17 \$ -					

I. Transfer for F & A Fees (see guidelines for more information)

	\$ 22,929.04	11,465		5,732	5,732
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Annual Surplus (Deficit)	\$ 0	0	0	0	0
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UNIVERSITY OF GUAM FY2018 NON-APPROPRIATED FUND BUDGET

Department/Unit: Marine Laboratory Signature-Dept Head: Dr. Tom Schils, Acting Director-ML
 Account No: 28-34-410015-R-5

Quarterly Breakdown

	Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
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Revenue (Please list sources)

NOAA: monitoring air samples	\$7,950			
Boat and truck charges from research grants and contractual services	\$40,500			
ML housing fees (varies depending on the number of visiting researchers)	\$12,500			
Total	\$60,950	\$15,238	\$15,238	\$15,238

A. SALARIES AND BENEFITS

Please attach staffing pattern				
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B. OFF-ISLAND TRAVEL

Name & Position of Traveler	Total			
Total FY18	\$0.00	\$0.00	\$0.00	\$0.00

Justification / Notes:

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total				
Truck maintenance	3	\$180.00	\$540				
Boat engine maintenance and repair	7	\$1,500.00	\$10,500				
Boat maintenance and repair for 4 boats: Tanguisson, Mafule, Randall, and Eldredge	4	\$1,500.00	\$6,000				
Scuba tank tests (visual and pressure), maintenance, and repair for 60 tanks	1	\$2,000.00	\$2,000				
Justification/Notes: these are essential maintenance costs to ensure an active research and diving program. These costs are recovered from the fees charged to field trip and diving services rendered.							
Total FY18		\$19,040		\$4,760	\$4,760	\$4,760	\$4,760

D. SUPPLIES

Item	Qty	Cost	Total				
Scuba safety supplies (quarterly)	4	\$450.00	\$1,800				
Justification/Notes: these are essential supplies to ensure an active research and diving program. These costs are recovered from the fees charged to field trip and diving services rendered.							
Total FY18		\$1,800		\$450	\$450	\$450	\$450

E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total				
Ultrasonic cleaner	1	\$500.00	\$500				
Magnehelic differential pressure gage (breathing resistance apparatus)	1	\$125.00	\$125				
Washer/Dryer for ML visitor housing	2	\$750.00	\$1,500				
Beds	7	\$350.00	\$2,450				
Dining Room Sets	2	\$175.00	\$350				
Justification/Notes: We have a new Diving Safety Officer (DSO), who is certified to conduct basic maintenance of SCUBA gear. Having the capability to service gear at the ML is a cost-effective measure. To get this effort started, the DSO needs the basic equipment listed.							
Total FY18		\$4,925		\$1,231	\$1,231	\$1,231	\$1,231

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total				
Security lights with motion sensors	4	\$95.00	\$380				
Security cameras	3	\$250.00	\$750				
Doors and frame for ML housing	3	\$950.00	\$2,850				
New window bars for ML housing	13	\$40.00	\$520				
Connect the ML housing to the UOG fiber optics line	1	\$500.00	\$500				
Justification/Notes: Vandalism and theft are a continuous concern at the ML because of its isolated location. In the last year multiple big ticket items were stolen and the student community has strongly requested to increase the security at the ML.							
Total FY18		\$5,000		\$1,250	\$1,250	\$1,250	\$1,250

G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total				
Justification/Notes:							
Total FY18		\$0					

H. UTILITIES: Power, Water, Telephone

Item	Total				
Power					
Telephone					
Total FY18	\$ -				

I. Transfer for F & A Fees (see guidelines for more information)

	\$ 9,143	2,286	2,286	2,286	2,286
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Annual Surplus (Deficit)	\$21,043	\$5,261	\$5,261	\$5,261	\$5,261
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UNIVERSITY OF GUAM FY2018 Non-Appropriated Fund Budget

Account Name: WERI WATER QUALITY LABORATORY Signature-Dept Head: Dr. John Jenson

Account Number: 28-34-430015-R-5

Quarterly Breakdown			
Oct-Dec	Jan-Mar	Apr-June	Jul-Sept

Revenue (Please list sources)

		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
LOCAL GOVERNMENT, FEDERAL, AND PRIVATE COMPANIES	185,000				
	\$ 185,000	45,750	45,750	45,750	45,750

A. SALARIES AND BENEFITS

RESEARCH ASSISTANT(S) SALARY AND FRINGE BENEFITS (Please attach staffing pattern)	\$ 25,000	6,250	6,250	6,250	6,250
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B. OFF-ISLAND TRAVEL

Name & Position of Traveler	Total					
TO BE DETERMINED.	4,000					
LOCAL MILEAGE	1,500					
Justification / Notes:	Total FY18	\$ 5,500	1,375	1,375	1,375	1,375

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total				
POSTAGE/LONG DISTANCE PHONE/SUBSCRIPTIONS/DUES/BOOKS			4,500				
EQUIPMENT MAINTENANCE/VEHICLE/EQUIPMENT LEASE			16,000				
CONTRACTUAL SERVICES			10,000				
OTHER SERVICES/REPAIRS			6,000				
Justification / Notes:	Total FY18	\$ 36,500	9,125	9,125	9,125	9,125	

D. SUPPLIES

Item	Qty	Cost	Total				
OFFICE SUPPLIES/MISC. SUPPLIES & MATERIALS			25,000				
INSTRUCTIONAL SUPPLIES			500				
CUSTODIAL SUPPLIES			600				
Justification / Notes:	Total FY18	\$ 26,100	6,525	6,525	6,525	6,525	

E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total				
COMPUTERS			2,000				
Justification / Notes:	Total FY18	\$ 2,000	500	500	500	500	

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total				
EQUIPMENT/FURNITURE			8,450				
TUITION ASSISTANCE OR CONFERENCE/REGISTRATION FEE			2,000				
Justification / Notes:	Total FY18	\$ 10,450	2,613	2,613	2,612	2,612	

G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total				
A/C REPLACEMENT			10,000				
LAB EQUIPMENT REPLACEMENT			34,000				
Justification / Notes:	Total FY18	\$ 44,000.00	10,500	10,500	10,500	10,500	

H. UTILITIES: Power, Water, Telephone

Item	Total				
Power	7,500				
Telephone	200				
Total FY18	\$ 7,700	2,000	2,000	2,000	2,000

I. Transfer for F & A Fees (see guidelines for more information) 15%

	\$ 27,750	6,863	6,863	6,863	6,862
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Annual Surplus (Deficit) \$ - 0 0 0 0

UNIVERSITY OF GUAM FY2018 Non-Appropriated Fund Budget

Account Name: EMSS - SGA Support Signature-Dept Head: Dr. Michael C. Gunn, Dean of EMSS
 Account Number: 28-34-500019-S-5 Dean

Revenue (Please list sources)		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
SGA Transfer	35,000				
	\$ 35,000	8,500	7,500	10,500	8,500

A. SALARIES AND BENEFITS

Please attach staffing pattern					
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B. OFF-ISLAND TRAVEL

Name & Position of Traveler	Total				
	10,000				
Justification / Notes:	Total FY18	\$ 10,000	5,000	5,000	

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total				
Computer maintenace			1,500				
Justification / Notes:	Total FY18	\$ 1,500		500	500	500	

D. SUPPLIES

Item	Qty	Cost	Total				
Recruitment materials			5,000				
Office Supplies			5,000				
Justification / Notes:	Total FY18	\$ 10,000		1,000	3,000	2,000	4,000

E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total				
Computers	1	2,300	2,600				
Printer	1	500	500				
Justification / Notes:	Total FY18	\$ 3,100					3100

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total				
Support student activities			5,000				
Professional development			2,000				
Justification / Notes:	Total FY18	\$ 7,000		2000	2000	2000	1000

G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total				
Justification / Notes:	Total FY18	\$ -					

H. UTILITIES: Power, Water, Telephone

Item	Total				
Power	1,000				
Telephone	1,000				
Total FY18	\$ 2,000	500	500	500	500

I. Transfer for F & A Fees (see guidelines for more information) 4%	\$ 1,400	400	400	300	300
Total Expenditures	\$ 35,000				
Annual Surplus (Deficit)	\$ -				

UNIVERSITY OF GUAM FY2018 Non-Appropriated Fund Budget

Account Name: SA-AR Cal/Transcript Revenue Signature-Dept Head: Associate Dean/Registrar
 Account Number: 28-34-501015-S

Revenue (Please list sources)

Quarterly Breakdown			
Oct-Dec	Jan-Mar	Apr-June	Jul-Sept

Revenue Source	Total	Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Transcript	55,620				
	\$ 55,620	13,905	13,905	13,905	13,905

A. SALARIES AND BENEFITS

Administrative Aide	\$ 16,974	4,243	4,243	4,243	4,245
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B. OFF-ISLAND TRAVEL

Name & Position of Traveler	Total				
Remy Cristobal, Registrar	7,210				
PCI	4,120				
PCI, PCII, or other Rec & Reg Techs	4,120				
Justification / Notes: Annual training for immigration and FERPA					
Total FY18	\$ 15,450	5,150	5,150	5,150	

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total				
Postage, Long Distance			4,120				
Equipment Maintenance			500				
Contractual Services			3,296				
Ads, Printing, Copying			4,635				
Subscription, Dues, Books			1,648				
Other Services			1,030				
Justification / Notes:							
Total FY18		\$ 15,229		3,807	3,807	3,807	3,808

D. SUPPLIES

Item	Qty	Cost	Total				
Office Supplies			2,000				
Computer			2,712				
Other Supplies and Materials			1,030				
Justification / Notes:							
Total FY18		\$ 5,742		2,871	0	2,871	0

E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total				
Justification / Notes:							
Total FY18		\$ -					

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total				
Justification / Notes:							
Total FY18		\$ -					

G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations:

Item	Qty	Cost	Total				
Justification / Notes:							
Total FY18		\$ -					

H. UTILITIES: Power, Water, Telephone

Item	Total				
Power					
Telephone					
Total FY18	\$ -				

I. Transfer for F & A Fees (see guidelines for more information) 4%

	\$ 2,225	556	556	556	556
Total Expenditures	\$ 55,620				
Annual Surplus (Deficit)	\$ 0	0	0	0	0

UNIVERSITY OF GUAM FY2018 Non-Appropriated Fund Budget

Account Name: EMSS Indirect Cost (TRIO) Signature-Dept Head: Dr. Michael C. Gunn, Dean of EMSS

Account Number: 26-2F-500510-S-5

Revenue (Please list sources)		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
TRIO Indirect cost	35,000				
	\$ 35,000	8,750	8,750	8,750	8,750

A. SALARIES AND BENEFITS

Extension Associate	\$ 19,000	4,750	4,750	4,750	4,750
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B. OFF-ISLAND TRAVEL

Name & Position of Traveler	Total				
	3,200				
Justification / Notes: <u>Recruitment / Conference</u>	Total FY18 \$ 3,200		3,200		

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total				
TRIO Grant Reviewer			3,200				
Justification / Notes:			Total FY18 \$ 3,200			3,200	

D. SUPPLIES

Item	Qty	Cost	Total				
Computer Replacements			1,600				
Justification / Notes:			Total FY18 \$ 1,600	1,600			

E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total				
Computer			2,000				
Justification / Notes:			Total FY18 \$ 2,000		2,000		

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total				
Professional Development			1,350				
Justification / Notes:			Total FY18 \$ 1,350		1,000		350

G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total				
Justification / Notes:			Total FY18 \$ -				

H. UTILITIES: Power, Water, Telephone

Item	Total				
Power	3,100				
Telephone	1,550				
	Total FY18 \$ 4,650	1,162	1,162	1,162	1,164

I. Transfer for F & A Fees (see guidelines for more information)

Total Expenditures	\$ 35,000				
Annual Surplus (Deficit)	\$ -				

UNIVERSITY OF GUAM FY2018 NON-APPROPRIATED FUND BUDGET

Department/Unit: LR-RFK Memorial Library Signature-Dept Head: Dr. Monique Storie
 Account No: 28-34-600018-A

Quarterly Breakdown
 Oct-Dec Jan-Mar Apr-June Jul-Sept

Revenue (Please list sources)

Miscellaneous Fees: Library Student Fees, Library Fines, Lost Books, etc.	197,651				
	\$ 197,651	59,506	48,795	30,000	59,350

A. SALARIES AND BENEFITS

Please attach staffing pattern					
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B. OFF-ISLAND TRAVEL

Name & Position of Traveler	Total
Justification / Notes:	Total FY18 \$ -

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total
Contractual Service			50,000
Internet Bandwidth-Computer Center			7,200
Employee Development			5,800
Ads/Printing/Duplicating			1,000
Postage/Long Distance/Fax			1,000
Justification / Notes:	Total FY18	\$ 65,000	5,250 8,500 500 50,750

D. SUPPLIES

Item	Qty	Cost	Total
Office: Misc. supplies, copy paper, etc.			3,000
Instructional & Technical Library Supplies			6,200
Computer: Software Upgrades & Network Hardware			7,000
Other Supplies and Materials			2,000
Justification / Notes:	Total FY18	\$ 18,200	3,850 5,000 3,850 5,500

E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total
UPS for Student Workstations			2,500
Equipment upgrades for AV1-Conferencing System, MMP, PA System, Video Camera, etc.			5,220
Video Surveillance System Maintenance			3,000
Video Surveillance System for After Hour Study Room			3,000
Justification / Notes:	Total FY18	\$ 13,720	6,000 2,500 5,220 0

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total
VHS to DVD Replacement Project			1,500
Justification / Notes:	Total FY18	\$ 1,500	1,500 0 0 0

G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total
New Electronic Resources (Databases)			40,000
Library Books & DVD's for Library Collection			30,000
Desks & Chairs for New Information Literacy Classroom (AV3)			10,800
60 inch+ Flat screen TV for AV Classrooms			10,000
Justification / Notes:	Total FY18	\$ 90,800	40,800 28,000 20,000 2,000

H. UTILITIES: Power, Water, Telephone

Item	Total
Power	
Telephone	
Justification / Notes:	Total FY18

I. Transfer for F & A Fees (see guidelines for more information)

	\$ 7,906	1,977	1,977	1,977	1,977
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Annual Surplus (Deficit)	\$ 525	129	2,818	(1,547)	(877)
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UNIVERSITY OF GUAM FY2018 Non-Appropriated Fund Budget

Account Name: CC-Internet Fee
 Account Number: 28-34-640012-A

Signature-Dept Head: Rommel Hidalgo, CIO

Quarterly Breakdown			
Oct-Dec	Jan-Mar	Apr-June	Jul-Sept

Revenue (Please list sources)

		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Student Internet Fees	495,000				
	\$ 495,000		266,000		229,000

A. SALARIES AND BENEFITS

Computer Lab Assistants/OT	\$ 150,000	55,000	55,000	20,000	20,000
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B. OFF-ISLAND TRAVEL

Name & Position of Traveler	Total				
PTC '18, CENIC, Internet2 Global Summit, Internet2 Tech Exchange, EduCaus	9,000				
G2G Big Data Training, Ellucian Colleague Training	8,000				
Justification / Notes:	Total FY17	\$ 17,000	9,000		8,000

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total				
Communications			5,000				
Internet Connectivity #1 (Primary)			145,875				
Internet Connectivity #2 (Secondary)			90,000				
Contract Services for Hardware and CC Equipment			10,000				
TRAINING ON Network and Security			10,000				
Justification / Notes:	Total FY17	\$ 260,875	90,000	80,000	75,000	15,875	

D. SUPPLIES

Item	Qty	Cost	Total				
Misc. Internet and Net Supplies including Spare Parts to Support more than 1000 Workstations			15,200				
Internet Lab Supplies			5,000				
Justification / Notes:	Total FY17	\$ 20,200	8,500	8,500	3,200	0	

E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total				
Miscellaneous Computer and Net Equipment			17,125				
Justification / Notes:	Total FY17	\$ 17,125	8,000	8,000	1,125	0	

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total				
G2G Connectivity - Networking Equipment			5,000				
VOIP - Phase 1 Proof of Concept			5,000				
Justification / Notes: ITRC requests 50% from other sources (such as IT Initiative Fund) to fund the implementation if the other 50% is not available, ITRC will use 21K for 1- additional tech training, 2- additional bandwidth, and 3- Faculty secured wireless.	Total FY17	\$ 10,000	2,500	2,500	2,500	2,500	

G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total				
UPS							
HVAC							
Computer Center Building Electrical and Door Entry Updates / Upgrades							
Justification / Notes:	Total FY17	\$ -					

H. UTILITIES: Power, Water, Telephone

Item	Total				
Power					
Telephone					
Justification / Notes:	Total FY17	\$ -			

I. Transfer for F & A Fees (see guidelines for more information)

	\$ 19,800	4,950	4,950	4,950	4,950
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Annual Surplus (Deficit)	\$ -	(168,950)	98,050	(106,775)	177,675
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UNIVERSITY OF GUAM FY2018 Non-Appropriated Fund Budget

Account Name: CC-IT FEE
 Account Number: 28-34-640012-A

Signature-Dept Head: Rommel Hidalgo, CIO

Quarterly Breakdown

Revenue (Please list sources)

		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
IT Fees	178,200				
	\$ 178,200		89,100		89,100

A. SALARIES AND BENEFITS

IT Support Staff Salary /OT and Jr. Programmer Analyst	\$ 127,000				
Justification / Notes: <u>Need IT Support Staff and Analyst to Support GTG Mission</u>					
Total FY17	\$ 127,000	31,750	31,750	31,750	31,750

B. OFF-ISLAND TRAVEL

Name & Position of Traveler	Total				
Training/Workshops	5,000				
Justification / Notes:					
Total FY17	\$ 5,000	5,000	0	0	0

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total				
Communications(Fax/Long Distance/Postage)			1,000				
MS Window and MS Office product.			15,000				
Justification / Notes:							
Total FY17		\$ 16,000		6,000	5,000	4,000	1,000

D. SUPPLIES

Item	Qty	Cost	Total				
Miscellaneous Computer Supplies (including lab's spare parts)			6,000				
IT Lab's Office/Instructional Supplies (including papers)			10,000				
Justification / Notes:							
Total FY17		\$ 16,000		4,000	4,000	4,000	4,000

E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total				
Computers/Printers			7,072				
Justification / Notes:							
Total FY17		\$ 7,072		3,536	3,536	0	0

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total				
Justification / Notes:							
Total FY17		\$ -					

G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total				
Justification / Notes:							
Total FY17		\$ -					

H. UTILITIES: Power, Water, Telephone

Item	Total				
Power					
Telephone					
Total FY17	\$ -				

I. **Transfer for F & A Fees** (see guidelines for more information) \$ 7,128 1,782 1,782 1,782 1,782

Annual Surplus (Deficit) \$ - (52,068) 43,032 (41,532) 50,568

UNIVERSITY OF GUAM FY2018 Non-Appropriated Fund Budget

Account Name: CC-Miscellaneous
 Account Number: 28-34-640099-A

Signature-Dept Head: Rommel Hidalgo, CIO

Quarterly Breakdown

Oct-Dec Jan-Mar Apr-June Jul-Sept

Revenue (Please list sources)

Miscellaneous revenue generated from department requests and other small contracts with	30,000				
	\$ 30,000	10,000	10,000	10,000	10,000

A. SALARIES AND BENEFITS

Development and Operation staff's OT	\$ 10,000	2,500	2,500	2,500	2,500
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B. OFF-ISLAND TRAVEL

Name & Position of Traveler	Total				
For Tech & Professional Training and Conference	8,000				
Justification / Notes: _____	Total FY17 \$ 8,000	4,000	4,000	4,000	4,000

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total		
Communications			1,000		
OS and Applications Fee (HP, MS Net, etc.)			8,800		
Justification / Notes: _____			Total FY17 \$ 9,800	5,000	4,800

D. SUPPLIES

Item	Qty	Cost	Total		
Subscriptions/Dues/Books			1,000		
Justification / Notes: _____			Total FY17 \$ 1,000	1,000	

E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total		
Justification / Notes: _____			Total FY17 \$ -		

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total		
Justification / Notes: _____			Total FY17 \$ -		

G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total		
Justification / Notes: _____			Total FY17 \$ -		

H. UTILITIES: Power, Water, Telephone

Item	Total				
Power					
Telephone					
Justification / Notes: _____	Total FY17 \$ -				

I. Transfer for F & A Fees (see guidelines for more information)

	\$ 1,200	300	300	300	300
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Annual Surplus (Deficit) \$ - 1,200 (1,600) 7,200 (6,800)

Revenues established per BOR (F&A Fee) 335,651
 Revenues established per BOR (12% /C Allocation) 271,166
 Estimated Total Revenue 606,817

35%

<u>Expenditures</u>	FTE	FY18	FY 2018 F&A BUDGET							Subtotal	Cap Outlay	Est Cost
			Salary	Benefits	Supplies	Equip	Contracts	Travel/Misc				
TADEO	1	40,342	29,883	10,459						40,342		40,342
HRO	1	51,184	37,914	13,270						51,184		51,184
	1	32,466	24,049	8,417						32,466		32,466
		10,000		10,000						10,000		10,000
Business Office		30,000				30,000				30,000		30,000
	1	31,281	23,171	8,110						31,281		31,281
Plant & Facilities		150,000				150,000				150,000		150,000
		30,500				30,500				30,500		30,500
		70,000				70,000				70,000		70,000
Fieldhouse/IAC		10,000					10,000			10,000		10,000
IT/ eWorks	0.5	14,241	13,260	981						14,241		14,241
		35,000				35,000				35,000		35,000
A&F	1	38,603	28,595	10,008						38,603		38,603
		700						700		700		700
		24,500		4,500		4,000		10,000		24,500		24,500
		20,000				20,000				20,000		20,000
		10,000						10,000		10,000		10,000
TBD		8,000						8,000		8,000		8,000
	5.5	606,817	156,872	51,245	14,500	4,000	345,500	34,700	606,817	-		606,817

UNIVERSITY OF GUAM FY2018 NON-APPROPRIATED FUND BUDGET

Department/Unit: Comptroller's Office Signature-Dept Head: _____

Account No: 28-34-720599-T

Quarterly Breakdown

Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
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Revenue (Please list sources)

		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
TOPP	33,000				
Tuition Interest	84,000				
	\$ 117,000	29,250	29,250	29,250	29,250

A. SALARIES AND BENEFITS

Admin Assistant - See Form UOG NP-1 Narrative (attached)	\$ 38,566	9,642	9,642	9,642	9,642
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B. OFF-ISLAND TRAVEL

Name & Position of Traveler	Total					
Comptroller's Office	Comptroller/Assoc. Comptroller	8,000				
Bursar's staff	2 staff	7,000				
3 Accountants	2 GAS/Accountant	7,000				
Internal Auditor training (Uniform Guidance)		3,500				
Procurement Training	Charlie Alcantara/Roy Abril	1,500				
Justification / Notes:						
	Total FY18	\$ 27,000	6,750	6,750	6,750	6,750

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total				
Xerox			6,000				
Subscription			800				
Other Services-Repairs of B.O.-Admin Bldg premise			5,000				
Justification / Notes:							
	Total FY18	\$ 11,800		2,950	2,950	2,950	2,950

D. SUPPLIES

Item	Qty	Cost	Total				
Office Supplies			6,000				
Gas/Fuel - Van/Toyota & Mazda			10,000				
Bursars student related (Charter Day, student orientation & FAO support)			2,000				
Justification / Notes:							
	Total FY18	\$ 18,000		4,500	4,500	4,500	4,500

E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total				
Computers (replace old ones)			5,000				
Justification / Notes:							
	Total FY18	\$ 5,000		1,250	1,250	1,250	1,250

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total				
Repairs			-				
Professional membership			2,000				
Internshio (2 sem for 6 students @ \$600)			7,200				
Others-office supplies			-				
Justification / Notes:							
	Total FY18	\$ 9,200		2,300	2,300	2,300	2,300

G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total				
Justification / Notes:							
	Total FY18	\$ -					

H. UTILITIES: Power, Water, Telephone

Item	Total				
Power					
Telephone					
	Total FY18	\$ -			

I. Transfer for F & A Fees (see guidelines for more information)

\$ 7,434	1,859	1,859	1,859	1,859
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Annual Surplus (Deficit)	\$ -	0	0	0	0
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