

## SASFAC Submission : Entry # 1264

### Contact Information

#### Organization

Storrs USG

#### Campus Address of Office

Student Union Room 219 2110 Hillside Road Unit 3008  
Storrs, Connecticut 06269-3008  
United States  
[Map It](#)

#### Campus Phone Number of Office

(860) 486-3708

#### Organization Website

<https://usg.uconn.edu/>

#### Organization Social Media Information

Instagram: usguconn

### Organization History and Mission

#### History/Mission of the Organization

The Undergraduate Student Government (USG) was established in 1979 and acts as the main advocate of undergraduate students at the Storrs campus. USG voices students' opinion to the University Administration, community and State Legislature. Leaders are democratically elected by the student body to work for and improve the undergraduate experience. The structure of USG promotes maximum reach to students and facilitates communication of ideas and issues. USG funds a myriad of student-led and designed initiatives and programs that are fundamental to each Husky's experience at UConn, notably funding for Tier-2 Registered Student Organizations.

We, the Undergraduate Students, of the University of Connecticut, in affirmation of our inherent rights and responsibilities as citizens who have selected, of our own accord, membership in this University, do hereby affirm this Constitution of the Undergraduate Student Government. In demand that our rights and interests be upheld, we entrust their defense and protection to our representative leaders, elected on our behalf under the provisions of this Constitution. We therefore charge all members of this student government to passionately defend our rightful stake in our University. Recognizing the need to balance enduring traditions with the dynamic academic and social environment, we call upon our leaders to facilitate our active partnership with the University of Connecticut faculty, staff, administration, and Trustees. It is the will of the students that our collective voice be heard.

### Revenue

#### Is your Organization seeking a fee increase?

No

#### Does your Organization receive income from any source other than student fees?

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Yes

**From where does your Organization receive non-student fee income? Explain any current or anticipated changes in those income amounts in the current year or upcoming two years.**

This income originates from Registered Student Organizations that request large amounts of funding. For funding requests up to \$5000, USG pays 100% of the expense, however we invoice groups for 10 cents per additional dollar if a request exceeds \$5000. In the past, USG usually invoiced groups regardless of the request amount. With the implementation of the \$5000-100% threshold in Summer 2021, USG is expecting to receive less non-student fee income than years prior, and is expected to receive even less in the upcoming two years, assuming the proposed funding policies are adopted. The proposed funding policies will decrease the invoice amount to 5 cents per additional dollar above \$5000.

**Organization Structure and Payroll**

**Organizational Chart and Supplemental Excel Sheet**

- [USG-Organizational-Chart-2021-2022-for-SASFAC.pdf](#)

**Does your Organization pay any elected or appointed student leaders?**

Yes

**Elected Student Officers: What is the history and rationale for paying each position?**

Elected officers have been compensated for their work since 2019. Compensation increased the attractiveness of holding an elected position, in theory providing a better pool of candidates, and increased the productivity of elected officers. Compensating members makes participation in USG more accessible to all students, regardless of socioeconomic backgrounds.

**Appointed (hired) Student positions: What is the history and rationale for paying each position?**

Appointed student positions have been compensated for their work since 2019. Compensation changed the workplace dynamic from a casual volunteer space, to a more professional environment. The productivity of appointed students has increased. Positions in USG that demand the most work are paid. These positions include the elected offices, committee and subcommittee chairs, chief and deputy justices, and the SOC and Funding staff. Each of these positions are integral to the function of USG and its service to students.

**Does your Organization pay any non-student staff?**

Yes

**What is the history and rationale for paying each non-student staff position?**

USG employs three non-student staff members. Non-student staff have been assisting USG with the brunt of Tier-II RSO funding for a number of years, and are essential for the organization to complete its financial processing needs. Non-student staff provide continuity to the organization, as elected student officers transition in and out. The full-time staff pose a vital role to our organization and are the literal glue of our bureaucracy.

**Activity Participation**

**Who is eligible to participate in your activities?**

- Undergraduate students of a specific campus

**Please describe how students (number and/or percentage) utilize your services and/or participate in your activities?**

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All undergraduate students have access to our services/activities, and have the ability to participate in our organization. Any undergraduate student may serve in an elected/appointed capacity, or as a volunteer member of a committee. Nearly every student participates in a Tier-II Registered Student Organization, and are eligible to receive funding from USG for their respective activities. USG serves as a platform for student advocacy work with administration which has achieved a variety of meaningful accomplishments and changes to the university. Every student, in some way or another, benefits from USG advocacy initiatives or services.

**Please upload your Organization's Quickbooks Profit & Loss Report Standard Last Fiscal Year (FY 21)**

- [PL21.pdf](#)

**Please upload your Organization's FY 22 Budget**

- [FY-2022-Final-Budget-Approved-10\\_20\\_2022-Breakdown.pdf](#)

**Please upload your Organization's Quickbooks Profit & Loss Report Standard Last Fiscal Quarter (FY 22 July 1-Sept 30)**

- [pl221231.pdf](#)

**Expenditures**

**Briefly describe the programs and services you provide for your constituents that serve as the primary focus of your Organization.**

Our organization provides all undergraduate students with a myriad of events and services to benefit from. Our organization's largest expense is funding for Tier-II Registered Student Organizations, which includes funding for events, travel, equipment, etc.. Nearly all students participate in club activities on campus, and have access to this funding, provided they abide by our Tier-II Funding Policies and procedures. Husky Market is another major expense of our organization. Husky Market is a direct aid program which seeks to address food insecurity among undergraduate students by offering gift cards to local grocery stores. The Period Box initiative provides menstruating students with easy access to menstrual products on the Storrs Campus. In addition, USG provides students with free printing services, newspaper subscriptions, speaker events, meeting space, etc..

**What are the top 3 expenditure categories for your Organization?**

- 608.2- Refreshments-Events/Programs
- 615.2- Contractual Services- Events/Programs
- 625- Equipment/Durable Goods

**As a governance Organization which funds Tier 2 RSOs, what is the approximate ratio of dollars used for your own activities vs funding? Please provide a rationale for this ratio.**

(Budgeted Amount)

T2 Funding: 32.5%  
USG Activities: 67.5%

This fiscal year, we had a significantly large roll over fund balance. Since it is difficult to immediately spend down the fund balance via T2 funding, we increased the relative amount of funding on USG activities. The absolute amount of T2 funding has increased however.

**What are the top 3 expenditure categories for your Organization's funding of Tier 2 RSO's?**

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- 615.2- Contractual Services- Events/Programs
- 624- Travel
- 642- Wages Student

**Please explain significant changes in the operating budget (spending plan) for this fiscal year starting 7/1/21 when compared to the previous years budget. What are the short-term goals for the organization?**

There was a significant increase in the amount of Tier-II RSO funding in the budget for this fiscal year. Last year, RSO funding requests were limited due to COVID related restrictions. With campus activities returning back to normal (with the exception of the beginning of second semester), and less restrictive funding policies, more money was allocated to Tier-II RSO funding. Nearly every section of the budget saw an increase in allocation during Fiscal Year 2022, as more events and services are being planned.

**What (if any) are the timing anomalies with regard to the reported income/expenditures?**

None.

**Fund Balance**

**If your Organization should carry over funds from one year to the next, what is the ideal (minimum) level of that fund balance and what is the justification for that amount?**

In theory, our organization should carry over a fund balance of zero dollars from one fiscal year to the next. The amount of money students pay in activity fees should equal the amount they receive in our services for a given year. Practically speaking though, a fund balance of \$140,000 (or an average month of revenue) would be ideal. This amount allows room for any timing anomalies in income/expenditures.

**If your organization is carrying a fund balance above the ideal/minimum level - what planned expenditures are budgeted (in which upcoming fiscal year)with the intention to bring down the fund balance to ideal levels?**

Tier-II RSO funding is projected to increase over the next few years, as university COVID-19 restrictions subside, and new funding policies/procedures come into effect. The new Tier-II Funding Policies have less restrictions than previous policies and are more clearly written, which will likely cause more funding to be requested of USG. Increasing the application window for Husky Market is a relatively simple way of reducing excess fund balance, thus to reduce fund balance, more funds will be allocated towards Husky Market in the following fiscal year. We are confident that we will continue to spend down our balance semester to semester.

**Projections and Future**

**Please upload your Organization's FY 23 and FY 24 Budget Projections**

- [Activity-Fee-Budget-Update-Projection-Form-Fiscal-Year-2021-2024.xlsx](#)

**What are your Organizational priorities that are reflected in your projected budgets for the next two fiscal years?**

Our main organizational priority is to continue a high level of funding for Tier-II Registered Student Organizations. RSOs impact nearly all students, and through our financial support for them, we essentially allow students to decide how their money is best spent.

**Date the Organization will be holding (or already held) a public budget forum:**

10/20/2021

**Have you received TSOS comments and had an opportunity to amend or edit your submission?**

Yes

**Date that TSOS comments were recieved**

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02/16/2022

## Date of formal Organization Budget vote

10/20/2021

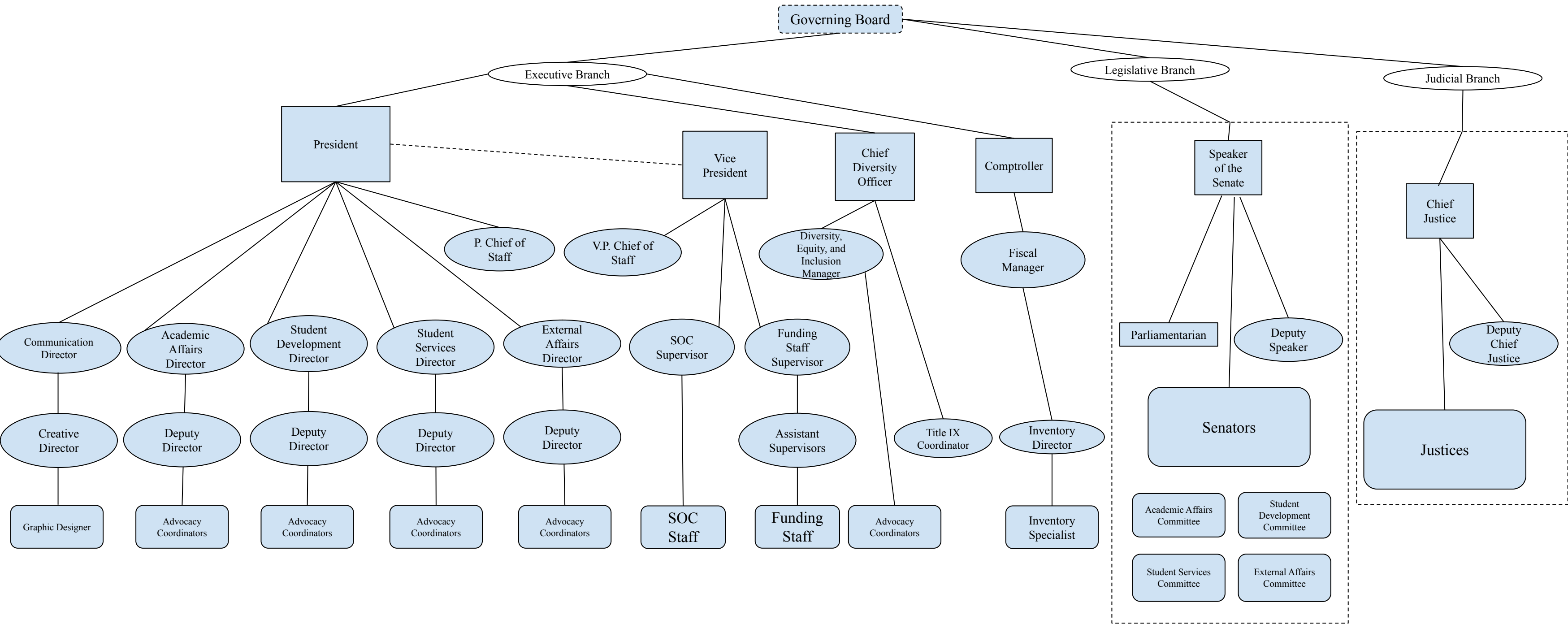
## Notes



**Final Submission (ID: 6192b0dd0caad)**

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WordPress successfully passed the notification email to the sending server.



## Undergraduate Student Government

## Profit &amp; Loss

July 2020 through June 2021

	Jul '20 - Jun 21
<b>Income</b>	
512 · Advertising Revenue	10.70
515 · Contractual Services Revenue	4,252.22
520 · Sales Revenue (CHOOSE SUB-ACCT)	
520.2 · Food Revenue	87.86
520.3 · Merchandise Revenue	8,446.35
520.5 · Services Revenue	603.75
520 · Sales Revenue (CHOOSE SUB-ACCT) - Other	-102.10
<b>Total 520 · Sales Revenue (CHOOSE SUB-ACCT)</b>	<b>9,035.86</b>
522 · Registration Fees Revenue	8.40
523 · Rental Revenue	444.97
546 · Interest Revenue (Univ.)	1,889.90
547 · Student Fee Revenue (USG)	1,573,336.45
<b>Total Income</b>	<b>1,588,978.50</b>
<b>Gross Profit</b>	<b>1,588,978.50</b>
<b>Expense</b>	
603 · Gifts	2,212.70
605 · Postage/Shipping	33,235.35
606 · Printing	733.07
607 · Promotional Items	28,850.05
608 · Refreshments-USE 608.1 OR 608.2	
608.1 · Organization	178.74
608.2 · Events/Programs	123,436.34
<b>Total 608 · Refreshments-USE 608.1 OR 608.2</b>	<b>123,615.08</b>
609 · Subscriptions	13,851.29
610 · Supplies (USE 610.1 OR 610.2)	
610.1 · Supplies (USG)	194.99
610.2 · Events/Programs	59,716.16
<b>Total 610 · Supplies (USE 610.1 OR 610.2)</b>	<b>59,911.15</b>
611 · Telephone	3,248.40
612 · Advertising	1,215.45
615 · Contractual(USE 615.1 OR 615.2)	
615.1 · Organization	51,965.34
615.2 · Events/Programs	315,110.45
<b>Total 615 · Contractual(USE 615.1 OR 615.2)</b>	<b>367,075.79</b>
622 · Registration (USE 622.1/ 622.2)	
622.1 · Registration Fees	6,540.00
<b>Total 622 · Registration (USE 622.1/ 622.2)</b>	<b>6,540.00</b>
623 · Rental	11,599.45
624 · Travel	997.00
625 · Equipment <\$1000	65,951.22
627 · Insurance	3,102.30
628 · Repairs & Maintenance	7,620.00
642 · Wages -- Student	149,035.26
643 · Wages -- Non-student	126,659.30
645 · Wage Taxes -- Non-student	81,307.19
<b>Total Expense</b>	<b>1,086,760.05</b>
<b>Net Income</b>	<b>502,218.45</b>

<b>Office/Committee</b>	<b>Name/Description</b>	<b>Amount</b>
<b>Office of the President</b>	Membership Events, Giveaways, USG Merchandise and other Cabinet Needs	\$50,000
	Recruitment and Retention Events	\$10,000
	Graduation Stoles and Cords	\$3,000
	Total -	\$63,000
<b>Office of the Comptroller</b>	Tier-II Registered Student Organization Funding	\$1,000,000
	Non-Student Payroll	\$255,000
	Student Payroll	\$230,000
	Alternative Breaks Partnership	\$35,000
	HuskyTHON T-Shirts	\$20,000
	USG & HuskyTHON Kickoff Event	\$17,000
	Total -	\$1,557,000
<b>Office of the Chief Diversity Officer</b>	Cultural Programs Identity Based Collaborations and Initiatives	\$30,000
	Cultural Centers Identity Based Collaborations and Initiatives	\$20,000
	Giveaways, Outreach Initiatives, Advertising for Position Openings	\$15,000
	Recruitment and Retention Events	\$10,000
	USG x AACC Black Leadership Town Hall	\$5,000
	Committee Meeting Food, Space Reservations and Incentives	\$1,000
	Total -	\$81,000
<b>Office of the Speaker</b>	Meeting Food, Space Reservations and Incentives	\$5,000
	Senate First Fund	\$500
	Total -	\$5,500
<b>The Judiciary</b>	Election Expenses	\$3,500
	Judiciary Supplies	\$1,000
	Space Reservations	\$1,000
	Total -	\$5,500
<b>Communications Team</b>	Equipment Upgrades	\$16,000
	Promotional and Advertising Items, Internal and External Outreach Events	\$5,000
	Software	\$1,000
	Total -	\$22,000
<b>Academic Affairs Committee</b>	Finals Care Fairs	\$80,000
	Free Campus Printng	\$60,000
	Newspaper Subscriptions	\$20,000
	Student & Faculty Luncheons	\$20,000
	Building Community Events	\$20,000
	Adulting 101 Workshop Series	\$10,000
	Academic Life Panel Series	\$5,000
	Midterm T-Shirts and Merchandise	\$5,000
	Textbook Exchange Network	\$2,000
	Committee Meeting Food, Space Reservations and Incentives	\$1,000
	Total -	\$223,000
<b>External Affairs Committee</b>	Community Service Day T-Shirts, Transportation, Food and Supplies	\$4,000
	Food, Shirts, Buttons, and Other Costs Related to Legislative Activities	\$4,000
	Transportation Relating to Legislative Activities	\$3,000
	Committee Meeting Food, Space Reservations and Incentives	\$1,000
	Total -	\$12,000
	Justice Now Initiative	\$125,000
	Cultural Appreciation Series	\$90,000
	Human Rights Symposium	\$30,000



<b>Office/Committee</b>	<b>Name/Description</b>	<b>Amount</b>
<b>Student Development Committee</b>	UCONN Day	\$7,000
	Spring Weekend: Got Cake?	\$5,000
	Sexual Assault Awareness Month	\$3,000
	Rally for a Peaceful Planet	\$1,500
	Committee Meeting Food, Space Reservations and Incentives	\$1,000
	Total -	\$262,500
<b>Student Services Committee</b>	Husky Market	\$300,000
	Period Box and Menstrual Supplies	\$82,000
	Water Bottle Refill Stations	\$75,000
	Sexual Health and Wellness Fair	\$70,000
	Women's Empowerment Fair	\$30,000
	Mental Health Training for RSOs	\$30,000
	UConn Wellness Boxes	\$15,000
	Mask Initiatives	\$15,000
	Community Fridge	\$10,500
	SHaW Pharmacy Plan B Reimbursement	\$10,000
	Environmental Justice Conference	\$8,000
	Community Ride Day	\$7,000
	Rare Disease Day	\$3,500
	Mental Health Focus Group	\$3,000
	Mental Health Guidebook Printing and Promotion	\$3,000
	Town Halls, Listening Sessions and Community Dialogues	\$3,000
	Disability x Mental Health	\$2,500
	Unjust Food System Panel	\$2,000
	Mental Health Themed Workshops	\$1,000
	Committee Meeting Food, Space Reservations and Incentives	\$1,000
Total -	\$671,500	
<b>General</b>	USG Office Renovations, Office Equipment Upgrades	\$110,000
	SAIT Support	\$50,000
	Office Refreshments	\$5,000
	Office Supplies	\$5,000
	Office Telephone Charges	\$3,000
	Total -	\$173,000
	Total Expenditures	\$3,076,000

## Undergraduate Student Government

## Profit &amp; Loss

02/11/22

July through December 2021

Accrual Basis

	<u>Jul - Dec 21</u>
<b>Income</b>	
515 · Contractual Services Revenue	10,441.25
520 · Sales Revenue (CHOOSE SUB-ACCT)	
520.3 · Merchandise Revenue	12.13
520.5 · Services Revenue	415.00
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Total 520 · Sales Revenue (CHOOSE SUB-ACCT)	427.13
522 · Registration Fees Revenue	497.50
523 · Rental Revenue	785.56
524 · Travel Revenue	523.75
547 · Student Fee Revenue (USG)	922,131.06
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Total Income	934,806.25
<b>Gross Profit</b>	934,806.25
<b>Expense</b>	
602 · Dues	10,989.58
605 · Postage/Shipping	5,083.21
606 · Printing	2,584.30
607 · Promotional Items	29,221.20
608 · Refreshments-USE 608.1 OR 608.2	
608.1 · Organization	1,343.07
608.2 · Events/Programs	23,146.11
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Total 608 · Refreshments-USE 608.1 OR 608.2	24,489.18
609 · Subscriptions	2,214.00
610 · Supplies (USE 610.1 OR 610.2)	
610.1 · Supplies (USG)	973.22
610.2 · Events/Programs	42,571.10
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Total 610 · Supplies (USE 610.1 OR 610.2)	43,544.32
611 · Telephone	1,353.92
612 · Advertising	53.94
615 · Contractual(USE 615.1 OR 615.2)	
615.1 · Organization	43,880.00
615.2 · Events/Programs	151,577.35
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Total 615 · Contractual(USE 615.1 OR 615.2)	195,457.35
622 · Registration (USE 622.1/ 622.2)	
622.1 · Registration Fees	27,707.82
622.2 · Entry Fees	1,647.20
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Total 622 · Registration (USE 622.1/ 622.2)	29,355.02
623 · Rental	54,991.22
624 · Travel	67,106.07
625 · Equipment <\$1000	105,770.33
626 · Capital Equipment >\$1000	3,093.75
627 · Insurance	35.71
628 · Repairs & Maintenance	18,297.50
642 · Wages -- Student	94,860.88
643 · Wages -- Non-student	75,981.39
645 · Wage Taxes -- Non-student	56,356.76
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Total Expense	820,839.63
<b>Net Income</b>	<b>113,966.62</b>

Code Description		FY23 Updated	FY24 Projected	
		Projected Amount	Amount	
R e v e n u e s	501.1 General Donations	-	-	
	501.2 Foundation Donations	-	-	
	501.3 Benefit Fundraiser Donations	-	-	
	502 Dues	-	-	
	512 Advertising	-	-	
	513 Awards and Prizes	-	-	
	514 Vendor Commissions	-	-	
	515 Contractual Services	-	-	
	516 Co-Sponsorship	-	-	
	520.1 Admissions Sales	-	-	
	520.2 Food Sales	-	-	
	520.3 Merchandise Sales	-	-	
	520.4 Participation Sales	-	-	
	520.5 Services Sales	-	-	
	522 Registration/Entry Fees	-	-	
	523 Rental	-	-	
	524 Travel	-	-	
	530 Penalties and Fines	-	-	
	531 Miscellaneous Revenue	-	-	
	533 Change Fund Returns	-	-	
	540 Business Taxes	-	-	
	546 Interest	20,000	20,000	
	547 Student Fees	1,600,000	1,600,000	
	<b>Total Revenues</b>		<b>1,620,000</b>	<b>1,620,000</b>
	E x p e n d i t u r e s	601 Donations	-	-
		602 Dues	20,000	20,000
		603 Gifts	-	-
604 Photocopying		-	-	
605 Postage		10,000	10,000	
606 Printing		60,000	60,000	
607 Promotional Items		45,000	45,000	
608.1 Refreshments - Organization		5,000	5,000	
608.2 Refreshments - Events/Programs		330,000	330,000	
609 Subscriptions		35,000	35,000	
610.1 Supplies - Organization		20,000	20,000	
610.2 Supplies - Events/Programs		150,000	150,000	
611 Telephone		5,000	5,000	
612 Advertising		500	500	
613 Awards and Prizes		1,000	1,000	
615.1 Contractual Services - Organization		115,000	115,000	
615.2 Contractual Services - Events/Programs		300,000	300,000	
616 Co-Sponsorships		-	-	
617.1 Cost of Food Sold		-	-	
617.2 Cost of Merchandise Sold		-	-	
617.3 Cost of Participation		-	-	
617.4 Cost of Services Sold		-	-	
622.1 Registration Fees		60,000	60,000	
622.2 Entry Fees		10,000	10,000	
623 Rental		120,000	120,000	
624 Travel		200,000	200,000	
625 Equipment/Durable Goods		200,000	200,000	
626 Equipment - Capital		5,000	5,000	
627 Insurance		5,000	5,000	
628 Repairs and Maintenance		30,000	30,000	
629 Utilities		-	-	
630 Penalties and Fines		-	-	
631 Miscellaneous Expenses		-	-	
633 Change Funds	-	-		
640 Business Taxes	-	-		
642 Wages - Student	200,000	200,000		
643 Wages - Non-Student	170,000	170,000		
645 Wage Taxes - Non-Student	120,000	120,000		
<b>Total Expenditures</b>		<b>2,216,500</b>	<b>2,216,500</b>	
<b>Revenues-Expenditures = Change in Fund Balance</b>		<b>(596,500)</b>	<b>(596,500)</b>	
Fund Balance at Start of Year		2,000,000	1,403,500	
Fund Balance at End of Year		1,403,500	807,000	