



51st Session
2020-21 Financial
Report

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Organization Overview

The MSU Residence Halls Association (RHA) is the on-campus student government at Michigan State University. Representing more than 15,000 students, MSU RHA is the largest Residence Halls Association in the country. MSU RHA remains dedicated to improving the on-campus living experience and providing services to students including Campus Center Cinemas, RHA TV, RHA On Demand, and the Condom Connection.

Organization Mission

The mission of the Residence Halls Association is to represent the residents of Michigan State University objectively and to provide a voice for the concerns of our residents. We strive to achieve this by assisting hall organizations with publicity, legislation, funding, and by providing valuable services and opportunities through our programs. Through these initiatives, RHA is committed to continuously improving the on-campus experience at Michigan State University.

Notable Items & Events

Accounting Practices and Processing Improvements

The RHA Finance team improved the financial operations of the organization for RHA constituents and the RHA Leadership Team by adjusting the financial process to provide individuals the option to submit finance forms virtually. The team optimized and improved the current process utilized through Desire2Learn(D2L) platform. These efforts led to the piloting a new financial process through the Involve@State platform with the RHA Leadership team. The new financial process included a workflow process and comment section for quicker communication between the finance team and RHA Leadership. The pilot of the new process was a success, and the team hopes to release this process to all constituent groups during the Fall of 2021 (52nd Session of RHA). Due to Covid-19, RHA did not have an Office Staff as a part of the team and will hopes to expand the team during the fall of 2021. This will ensure that students have more points of contact for all finance related questions.

Conferences

Michigan State University's RHA sent a delegation to two virtual regional-level conferences. These included the Great Lakes Affiliate of College and University (GLACURH) Regional Leadership Conference (RLC) in November 2020 hosted by Michigan Technological University and the GLACURH Regional Business Conference (RBC) in February 2021 hosted by Loyola University Chicago. While at GLACURH RLC, Michigan State's delegation was recognized for giving three award winning education sessions. The education sessions were about virtual civic engagement, mentorship, and time-management. At GLACURH RBC, Michigan State's delegation was selected as the regional winner of the Building Block of the Year, recognizing institutional improvements throughout the current school year. Another notable experience was attendance at the National Association of College and University Residence Halls Conference (NACURH) hosted virtually by on-campus student leaders across the nation. Michigan State's RHA gave an award-winning education session and was selected as the winner Case Study Competition for a presentation about advocacy for diversity, equity, and inclusion initiatives. Additionally, the delegations' National Communications Coordinator received regional recognition. Each of these experiences equipped delegations of on-campus students and advisors with professional development and networking skills. The delegations consisting of several student leaders will apply what they learned from their conference attendance in a multitude of positive and impactful ways this upcoming year.

Health Promotion

RHA has a long tradition in investing the health and well-being of the on-campus student population. RHA's dedication to health promotion throughout this academic year is due to its partnerships with organizations all around campus. Some of the organizations include:

- **Prevention, Outreach and Education Department (POE)**
 - o RHA provided funds to support students surrounding relationship violence and sexual misconduct experiences (RVSM) and the overall mental wellbeing of the students in the MSU community. Through the POE department, RHA is supports programs like: Bystander Network, Sexual Assault and Relationship Violence (SREV) Prevention Workshops, Its on Us Week of Action, and other important initiatives.

As an organization, RHA was intentional about supporting a variety of health-related needs for the on-campus student population. These initiatives oftentimes included delivering healthcare related products to on-campus students. Some of these initiatives include:

- **Summer Care Kits:** RHA purchased and distributed out **100 toiletry kits** to campus residents during the summer of 2020 during potentially challenging financial times for Michigan State's on-campus student population. The kits included shampoo, conditioner, face wash, soap, hand sanitizer, masks, lip balm, and more.
- **It's On Us Week of Action:** RHA designed and distributed face masks, created and delivered self-care packages, and contributed to the selection of a keynote speaker for the week. Additionally, RHA participated in marketing campaigns to increase engagement with the week.
- **National Eating Disorder Association Promotion of Body Positivity:** RHA hung up body positivity flyers in the Residence Halls to support on-campus students

RHA looks forward to installing ice machines in the 2021-2022 school year to further support the health needs of on-campus students.

RHA Retreat

Michigan State University's RHA hosted its first ever Fall Leadership Summit to equip our student leaders and advisors. This dream was approved by housing leadership, embraced by RHA, went through multiple changes due to COVID-19 restrictions, and came to fruition on a Sunday afternoon. With the remarkable leadership of RHA's Communications Coordinator, Alyssa Ewell, and Resident Director, Brooke Robinson, new student leaders from East/Rivertrail Hall Government and Black Caucus were able to learn more about their roles, organization, and involvement on campus. An interactive virtual training was

provided, where attendees were able to learn individually, hear from student leaders in similar roles and collaborate with their peers on programming, diversity, and ways to manage their organization's finances. In the spring RHA hosted another Leadership Summit including speakers from the Gender and Sexuality Campus Center, the Office of International Students and Scholars, the LGBT Resource Center, MSU's Counseling and Psychiatric Services, and the Interim Associate Director for Diversity, Equity, and Inclusion to speak on topics related to diversity, emotional intelligence, inclusive marketing, and relational leadership.

RHA Covid-19 response

The Covid-19 pandemic continued throughout the 51st session of RHA. The University allowed about 10% and 20% of the typical occupancy of the residence halls on campus for the Fall 2020 and Spring 2021 semesters, respectively. RHA leadership worked remotely/virtually to bring quality programming and support to their constituents. This was achieved through virtual General Assembly and Committee meetings, financial sponsorships and events, both virtual and in-person, when permitted.

Special Events

(All events were held virtually unless otherwise indicated)

- **The Bachelor Tells All**
 - Blake Horstmann, former Bachelorette and Bachelor in Paradise reality television star answered students' questions through an interactive Q&A event as a part of Fall Welcome.
- **Chris Jones the Hypnotist**
 - Jones performed hypnosis on willing on-campus community volunteers to entertain attendees.
- **Sean Bott the Mentalist**
 - Bott mesmerized students through a mentalist show using magic tricks that amazed attendees.
- **Digital Caricatures**
 - Students had the opportunity to receive a caricature drawing of themselves drawn live and shared upon completion.
- **Virtual Escape Room**
 - In October, students worked together in teams to find their way out of a virtual escape room through use of a variety of different clues.
- **Ashley Haze- Balancing the Scales**
 - As a part of Black History Month, RHA brought spoken word artist Ashlee Haze. Haze's poetry
 - facilitated dialogue about social justice and race.
- **Hollywood Murder Mystery**
 - RHA hosted a murder mystery event for the entertainment and excitement of attendees. The event included riddles and trivia questions to solve a murder mystery game.
- **Nerdology- Interactive Trivia**
 - RHA Sponsored an interactive trivia night for students to enjoy. The event included a competition element giving students the opportunity to earn prizes.
- **Evan Struck Speed Painter**
 - Students watched as Evan Struck speed painted Sparty and Cassius Winston on large canvases. Attendees even had the opportunity to win one of Struck's completed pieces of art.
- **Family Feud**
 - RHA held an interactive game night of the well-known television broadcasted gameshow, Family Feud facilitating a friendly competition for students.

Partnerships

- **Winter Fest**
 - With the collaboration of student organizations across campus, RHA supported the first COVID-19 conscious in-person event of the academic year. Students had the opportunity of participating in a scavenger hunt and enjoyed ice sculptures and a maze on-campus. Over 100 students engaged with the event.

- **Hippo Campus Virtual Concert**
 - RHA partnered with UAB, ASMSU, and Impact Radio to put on a virtual concert with a well-known band Hippo Campus. Students also had the opportunity to enter in a social media competition to attend a meet and greet session with the artists.

- **Movie Night at the Breslin Center**
 - RHA worked with UAB to hold an in-person movie night showing the Academy Award-Winning film, *1917*. The event was one of the first of its kind to bring students together after a year of all virtual events.

Summer 2020 Budget

Budget Summary

Beginning Balance		
	Balance Forward	\$ 549,524.97
	Subtotal	549,524.97
Summer Expenditures		
	General	118,750.00
	Payroll	32,000.00
	Constituent	21,030.00
	Reserve	30,000.00
	Caucus Room Keyless Entry	75,564.39
	SOS Emergency Fund	130,360.00
	Subtotal	407,704.39
	Surplus/Deficit	\$ 141,820.58

Revenues & Balances

Spring 2020		
	General Ending Balance	415,163.54
	Payroll Ending Balance	25,903.28
	Constituent Ending Balance	78,458.15
	Reserve Ending Balance	30,000.00
	Subtotal	549,524.97
	Balance Forward	\$ 549,524.97

General Account

President		
	RHA Staff Uniforms	2,500.00
	Discretionary	10,000.00
	Subtotal	12,500.00
Vice President		
	Position Binder for Training Materials	20.00
	GA Gift - Welcome Constituents to RHA	3,000.00
	GA Retreat Preparation and Materials	5,000.00
	Subtotal	8,020.00
Chief of Staff		
	Meals For Staff Training	750.00
	Staff Training Supplies	750.00
	Leadership Staff Development	8,500.00
	Subtotal	10,000.00
Chief Diversity and Inclusion Officer		
	Fall Caucus Leadership Training	2,000.00
	Spartan Remix Sponsorship	2,000.00
	Microaggressions Campaign	3,000.00
	Subtotal	7,000.00
Director of Technology		
	Tech Supplies	2,000.00
	Subtotal	2,000.00

Director of Advertising & Public Relations		
	Diversitees	19,000.00
	Printed Materials	2,500.00
	Advertising (Social Media & State News)	2,500.00
	Subtotal	24,000.00
Director of Special Events		
	Welcome to Campus RHA Supplies	5,000.00
	Virtual Programing	5,500.00
	Subtotal	10,500.00
Director of Campus Center Cinemas		
	Movies for NSO	10,000.00
	Movie Promotion	2,500.00
	Subtotal	12,500.00
Director of Health & Safety		
	Welcome to Back Events	2,500.00
	Health Related Virtual Programing	5,000.00
	Health Supplies	20,000.00
	Subtotal	7,500.00
Executive Secretary		
	Office Supplies	2,450.00
	Printer fees	750.00
	Subtotal	3,200.00
Communications Coordinator		
	NACURH Conference Fees	1,000.00
	GA End of the Year Gift	700.00
	Banquet Glass Awards	400.00
	Senior Gifts	300.00
	Leadership Team Gifts	600.00
	Virtual Programing	6,500.00
	Fall leadership Retreat	12,000.00
	Subtotal	21,500.00
Account		
	Service Fees	30.00
	Subtotal	30.00
General Account Total		\$ 118,750.00
Payroll Account		
Payroll		
	Executive Board	15,000.00
	Campus Center Cinemas	2,000.00
	Finance Office	2,000.00
	Business Manager	13,000.00
	Subtotal	32,000.00
Account		
	Service Fees	30.00
	Subtotal	30.00
Payroll Account Total		\$ 32,030.00

Constituent Account		
Tax Allocation		
	Hall Governments	10,000.00
	LGBTQA Caucuses	6,000.00
	Black Caucuses	5,000.00
	Subtotal	21,000.00
Account		
	Service Fees	30.00
	Subtotal	30.00
Constituent Account Total		\$ 21,030.00
Reserve Account		
Account		
	Reserve	30,000.00
	Service Fees	30.00
	Subtotal	30,030.00
Reserve Account Total		\$ 30,030.00
Glossary:		
General account:		
Account for all general RHA expenses & activity		
Constituent account:		
Account for all constituent expenses & activity		
Payroll account:		
Account for all payroll for RHA team members.		
Reserve account:		
Account for emergency services.		
Withholding		
Amount calculated to account for Univeristy handled tax refunds.		
Surplus		
The standing when there is a greater amount of money than budgeted expenses.		
Deficit		
The standing when there is a greater amount of budgeted expenses than money.		
Carryforward		
The money that is not spent in the previous semester and is carried to this current semester.		

Fall 2020 Budget

Revenues & Balances	
Summer 2020	
General Ending Balance	\$ 247,443.69
Payroll Ending Balance	\$ (1,531.08)
Constituent Ending Balance	\$ 62,336.84
Reserve Ending Balance	\$ 30,020.00
Total Balance Forward	\$ 338,269.45
Fall 2020	
Tax Collection	\$ 35,775.00
Fall 2020 Beginning Balance	\$ 374,044.45

Budget Summary	
Fall 2020 Beginning Balance	\$ 374,044.45
Fall Expenditures	
General	\$ 191,498.80
Payroll	\$ 51,199.45
Constituent	\$ 13,761.96
Reserve	\$ 30,030.00
Caucus Room Keyless Entry (Committed Future Expenditures)	\$ 75,564.39
Subtotal	\$ 362,054.60
Surplus/Deficit	\$ 11,989.85

General Account	
President	
Discretionary	\$ 10,000.00
Subtotal	\$ 10,000.00
Vice President	
Constituent Outreach	\$ 500.00
GA/Committee Meeting Planning	\$ 2,000.00
Leadership/GA Development	\$ 1,500.00
Subtotal	\$ 4,000.00
Chief of Staff & Director of Human Resources	
Staff Uniforms	\$ 807.00

Staff Development	\$	700.00
Subtotal	\$	1,507.00

Chief Financial Officer

Supplies for Constituent Development and Training	\$	50.00
Subtotal	\$	50.00

Chief Diversity & Inclusion Officer

History Month Collaborative	\$	5,000.00
Wellness and Awareness Campaign	\$	5,000.00
Student Organization Sponsorships	\$	1,000.00
Caucus Support	\$	1,000.00
Subtotal	\$	12,000.00

Director of Treasurers and Allocations

Supplies for Constituent Development and Training for Constituents	\$	50.00
Any fall through Discrepancy	\$	500.00
Subtotal	\$	550.00

Director of Technology

IT Service Charges	\$	180.00
Technology/Equipment	\$	800.00
Subtotal	\$	980.00

Director of Advertising & Public Relations

State News Advertising/Social Media	\$	1,500.00
Instagram Promotional	\$	3,000.00
Subtotal	\$	4,500.00

Director of Special Events

Organizational support	\$	10,000.00
Five Virtual Events	\$	5,500.00
Fall Virtual Concert	\$	5,000.00
Subtotal	\$	20,500.00

Director of Campus Center Cinemas

Movie Royalties Company 1	\$	12,150.00
Films for Campus Partnership	\$	2,000.00
Giveaway for Movies	\$	1,916.80
Subtotal	\$	16,066.80

RHA Television

RHA TV On Demand	\$	42,000.00
Subtotal	\$	42,000.00

Director of Health & Safety

Campus Collaboration/Programming	\$	4,000.00
Health Promotions	\$	17,500.00
Ice Machines	\$	20,000.00
Face Masks	\$	1,215.00

Subtotal	\$ 42,715.00
Executive Secretary	
Office Supplies/Any Maintenance	\$ 2,500.00
Telephone Fees	\$ 1,000.00
Printer Fees	\$ 2,000.00
Subtotal	\$ 5,500.00
Communications Coordinator	
Conference - GLACURH	\$ 250.00
RHA Retreat	\$ 100.00
Dues/Affiliation	\$ 150.00
Subtotal	\$ 500.00
Committees	
COB General Fund	\$ 27,000.00
COB Tangible Items Fund	\$ 4,000.00
Chair Discretionary	\$ 200.00
Subtotal	\$ 31,200.00
Account	
Service Fees	\$ 30.00
Withholding	\$ -
Subtotal	\$ 30.00
General Account Total	\$ 191,498.80

Payroll Account	
Payroll	
Leadership	\$ 34,266.25
Campus Center Cinemas	\$ 5,933.20
Office Staff	\$ -
Business Manager	\$ 11,000.00
Subtotal	\$ 51,199.45
Account	
Service Fees	\$ 30.00
Subtotal	\$ 30.00
Payroll Account Total	\$ 51,229.45

Constituent Account	
Tax Allocation	
Hall Governments	\$ 8,049.38
LGBTQ+ Caucuses	\$ 1,341.29
Transcend Caucus	\$ 3,000.00
Black Caucuses	\$ 1,341.29
Subtotal	\$ 13,731.96

Account	
Service Fees	\$ 30.00
Subtotal	\$ 30.00
Constituent Account Total	\$ 13,761.96

Reserve Account	
Account	
Reserve	\$ 30,020.00
Service Fees	\$ 30.00
Subtotal	\$ 30,050.00
Reserve Account Total	\$ 30,050.00

Glossary:

General account:

Account for all general RHA expenses & activity

Constituent account:

Account for all constituent expenses & activity

Payroll account:

Account for all payroll for RHA team members.

Reserve account:

Account for emergency services.

Withholding

Amount calculated to account for Univeristy handled tax refunds.

Surplus

The standing when there is a greater amount of money than budgeted expenses.

Deficit

The standing when there is a greater amount of budgeted expenses than money.

Balance Forward

The money that is not spent in the previous semester and is carried to this current semester.

FALL 2020

Residence Hall	Current Semester House	Pre-Budget Spent (taken from workbook)		Neighborhood	Black Caucus	LGBTQA	Previous Semester Ending Balance	Max Allowed Carry Over (25% of full allocation)	**Actual Carry Over	TOTAL
	Count	Hall Allocation								
AKERS	0	\$ -	\$ -	East	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ARMSTRONG	0	\$ -	\$ -	Brody	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
BAILEY	0	\$ -	\$ -	Brody	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
BRYAN	0	\$ -	\$ -	Brody	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
BUTTERFIELD	0	\$ -	\$ -	Brody	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CAMPBELL	0	\$ -	\$ -	North	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CASE	235	\$ 1,057.50	\$ -	South	\$ 176.25	\$ 176.25	\$ 1,587.14	\$ 264.38	\$ 264.38	\$ 1,321.88
EMMONS	0	\$ -	\$ -	Brody	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
HOLDEN	141	\$ 634.50	\$ -	South	\$ 105.75	\$ 105.75	\$ 400.97	\$ 158.63	\$ 158.63	\$ 793.13
HOLMES	285	\$ 1,282.50	\$ -	East	\$ 213.75	\$ 213.75	\$ 5,978.44	\$ 320.63	\$ 320.63	\$ 1,603.13
HUBBARD	0	\$ -	\$ -	East	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
LONDON	0	\$ -	\$ -	North	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MASON/ABBOT	0	\$ -	\$ -	North	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MAYO	0	\$ -	\$ -	North	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MCDONEL	263	\$ 1,183.50	\$ -	River Trail	\$ 197.25	\$ 197.25	\$ 5,343.69	\$ 295.88	\$ 295.88	\$ 1,479.38
RATHER	0	\$ -	\$ -	Brody	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SHAW	0	\$ -	\$ -	River Trail	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SNYDER/PHILLIPS	0	\$ -	\$ -	North	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
VANHOUSEN	9	\$ 40.50	\$ -	River Trail	\$ 6.75	\$ 6.75	\$ 235.88	\$ 10.13	\$ 10.13	\$ 50.63
WEST CIRCLE	0	\$ -	\$ -	North	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
WILLIAMS	0	\$ -	\$ -	North	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
WILSON	241	\$ 1,084.50	\$ -	South	\$ 180.75	\$ 180.75	\$ 4,529.00	\$ 271.13	\$ 271.13	\$ 1,355.63
WONDERS	257	\$ 1,156.50	\$ -	South	\$ 192.75	\$ 192.75	\$ 5,065.96	\$ 289.13	\$ 289.13	\$ 1,445.63
YAKELEY/GILCHRIST	0	\$ -	\$ -	North	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GOV. TOTAL	1,431	\$ 6,439.50	\$ -		\$ 1,073.25	\$ 1,073.25	\$ 23,141.08	\$ 1,609.88	\$ 1,609.88	\$ 8,049.38

Allocation				Previous Semester Ending Balance	Max Carry Over (25% of full allocation)	Actual Carry Over	Grand Total
SOUTH BLACK CAUCUS	655.50	-	South	2,637.48	163.88	163.88	819.38
EAST BLACK CAUCUS	213.75	-	East	3,103.39	53.44	53.44	267.19
UNITED BRODY BLACK CAUCUS	-	-	Brody	-	-	-	-
NORTH BLACK CAUCUS	-	-	North	-	-	-	-
RIVER TRAIL BLACK CAUCUS	204.00	-	River Trail	1,368.75	51.00	51.00	255.00
RIVER TRAIL/EAST BLACK CAUCUS	417.75	-	East	4,472.14	104.44	104.44	522.19
BC TOTAL	\$ 1,073.25	\$ -		\$ 11,581.76	\$ 372.75	\$ 372.75	\$ 1,341.56

PRISM	655.50	-	South	163.60	163.88	163.60	819.10
SPECTRUM	213.75	-	East	79.43	53.44	53.44	267.19
LIGHT	-	-	Brody	-	-	-	-
PRIDE	-	-	North	-	-	-	-
RING	204.00	-	River Trail	1,881.55	51.00	51.00	255.00
RING/SPECTRUM	417.75	-		1,960.98	104.44	104.44	522.19
LBGTA Total	\$ 1,073.25	\$ -		\$ 2,124.58	\$ 372.75	\$ 268.04	\$ 1,341.29

Grand Total	\$ 8,586.00	\$ -		\$ 36,847.42	\$ 2,355.38	\$ 2,250.66	\$ 10,732.23
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PLUS: ACCOUNT SERVICE FEES \$ 30.00

Spring 2021 Budget

Revenues & Balances	
Fall 2020	
General Ending Balance	129,098.75
Payroll Ending Balance	12,612.98
Constituent Ending Balance	12,845.69
Reserve Ending Balance	30,020.00
Total Balance Forward	184,577.42
Spring 2021	
Tax Collection	73,050.00
Spring 2021 Beginning Balance	\$ 257,627.42

Budget Summary	
Spring 2021 Beginning Balance	\$ 257,627.42
Spring Expenditures	
General	144,560.00
Payroll	58,019.60
Constituent	24,306.39
Reserve	30,030.00
Univeristy Handeld Tax Refund	1,461.00
Subtotal	258,376.99
Caucus Room Keyless Entry (57,368.91)	
Surplus/Deficit	\$ (749.57)

General Account	
President	
Discretionary	\$ 5,000.00
Subtotal	\$ 5,000.00
Vice President	
Constituent Outreach	\$ 300.00
Subtotal	\$ 300.00
Chief of Staff & Director of Human Resources	
Team Development Activities	\$ 2,500.00
Subtotal	\$ 2,500.00

Chief Financial Officer		
Training Material for Leadership team	\$	100.00
Subtotal	\$	100.00
Chief Diversity & Inclusion Officer		
RHA Caucus Support	\$	5,000.00
Campus wide Programming Support	\$	2,500.00
Subtotal	\$	7,500.00
Director of Treasurers and Allocations		
Any fall through Discrepancy	\$	500.00
Subtotal	\$	500.00
Director of Technology		
IT Service Charges	\$	180.00
Technology/Equipment	\$	800.00
Subtotal	\$	980.00
Director of Advertising & Public Relations		
State News Advertising/Social Media		1,500.00
RHA Publicity Campaigns		1,500.00
Subtotal		3,000.00
Director of Special Events		
Four Virtual Events	\$	5,500.00
Programming Initiatives	\$	3,000.00
Welcome Back Concert	\$	5,000.00
Winter Festival	\$	1,300.00
Subtotal		14,800.00
Director of Campus Center Cinemas		
Movie Royalties Company	\$	15,000.00
Popcorn & Supplies	\$	2,000.00
Subtotal	\$	17,000.00
RHA Television		
RHA TV On Demand	\$	42,000.00
Subtotal	\$	42,000.00
Director of Health & Safety		
Wellness Partnerships	\$	6,000.00
It's On Us Week	\$	7,000.00
Health Promotion	\$	15,000.00
Subtotal	\$	28,000.00
Executive Secretary		
Office Supplies	\$	1,500.00
Telephone Fees	\$	1,000.00
Printer Fees	\$	2,000.00
Subtotal	\$	4,500.00
Communications Coordinator		
Crewnecks for RHA Spring Summit	\$	1,500.00

NACURH Conference	\$	560.00
Regional Business Conference	\$	90.00
Subtotal	\$	2,150.00
Committees		
COB General Fund	\$	12,000.00
COB Tangible Items Fund	\$	4,000.00
Chair Discretionary	\$	200.00
Subtotal	\$	16,200.00
Account		
Service Fees	\$	30.00
Withholding	\$	-
Subtotal	\$	30.00
General Account Total	\$	144,560.00

Payroll		
Leadership	\$	38,029.60
Campus Center Cinemas	\$	8,960.00
Office Staff	\$	-
Business Manager	\$	11,000.00
Subtotal	\$	57,989.60
Account		
Service Fees	\$	30.00
Subtotal	\$	30.00
Payroll Account Total	\$	58,019.60

Constituent Account		
Tax Allocation		
Hall Governments	\$	15,247.60
LGBTQ+ Caucuses	\$	2,539.41
Black Caucuses	\$	2,739.38
Transcend Caucus	\$	3,750.00
Subtotal	\$	24,276.39
Account		
Service Fees	\$	30.00
Subtotal	\$	30.00
Constituent Account Total	\$	24,306.39

Reserve Account		
Account		
Reserve	\$	30,000.00
Service Fees	\$	30.00

Subtotal	\$ 30,030.00
Reserve Account Total	\$ 30,030.00

Glossary

General account:

Account for all general RHA expenses & activity

Constituent account:

Account for all constituent expenses & activity

Payroll account:

Account for all payroll for RHA team members.

Reserve account:

Account for emergency services.

Withholding

Amount calculated to account for Univeristy handled tax refunds.

Surplus

The standing when there is a greater amount of money than budgeted expenses.

Deficit

The standing when there is a greater amount of budgeted expenses than money.

Balance Forward

The money that is not spent in the previous semester and is carried to this current semester.

Spring 2021

Residence Hall	Current Semester		Pre-Budget Spent (taken from workbook)				Previous Semester Ending Balance	Max Allowed Carry Over (25% of full allocation)	**Actual Carry Over	TOTAL
	House Count	Hall Allocation	Neighborhood	Black Caucus	LGBTQA					
AKERS	279	\$ 1,255.50	\$ -	East	\$ 209.25	\$ 209.25	\$ -	\$ 313.88	\$ -	\$ 1,255.50
BAILEY	188	\$ 846.00	\$ -	Brody	\$ 141.00	\$ 141.00	\$ -	\$ 211.50	\$ -	\$ 846.00
BUTTERFIELD	161	\$ 724.50	\$ -	Brody	\$ 120.75	\$ 120.75	\$ -	\$ 181.13	\$ -	\$ 724.50
CASE	247	\$ 1,111.50	\$ -	South	\$ 185.25	\$ 185.25	\$ 1,587.14	\$ 277.88	\$ 277.88	\$ 1,389.38
EMMONS	178	\$ 801.00	\$ -	Brody	\$ 133.50	\$ 133.50	\$ -	\$ 200.25	\$ -	\$ 801.00
HOLDEN	428	\$ 1,926.00	\$ -	South	\$ 321.00	\$ 321.00	\$ 400.97	\$ 481.50	\$ 400.97	\$ 2,326.97
HOLMES	363	\$ 1,633.50	\$ -	East	\$ 272.25	\$ 272.25	\$ 5,978.44	\$ 408.38	\$ 408.38	\$ 2,041.88
MCDONEL	314	\$ 1,413.00	\$ -	River Trail	\$ 235.50	\$ 235.50	\$ 5,343.69	\$ 353.25	\$ 353.25	\$ 1,766.25
RATHER	179	\$ 805.50	\$ -	Brody	\$ 134.25	\$ 134.25	\$ -	\$ 201.38	\$ -	\$ 805.50
VANHOUSEN	27	\$ 121.50	\$ -	River Trail	\$ 20.25	\$ 20.25	\$ 235.88	\$ 30.38	\$ 30.38	\$ 151.88
WILSON	278	\$ 1,251.00	\$ -	South	\$ 208.50	\$ 208.50	\$ 4,529.00	\$ 312.75	\$ 312.75	\$ 1,563.75
WONDERS	280	\$ 1,260.00	\$ -	South	\$ 210.00	\$ 210.00	\$ 5,065.96	\$ 315.00	\$ 315.00	\$ 1,575.00
GOV. TOTAL	2,922	\$ 13,149.00	0	0	\$ 2,191.50	\$ 2,191.50	\$ 23,141.08	\$ 3,287.25	\$ 2,098.60	\$ 15,247.60

South NHG	1,233	\$ 5,548.50	\$ -	South	\$ 924.75	\$ 924.75	\$ 11,583.07	\$ 1,387.13	\$ 1,306.60	\$ 6,855.10
Brody NHG	706	\$ 3,177.00	\$ -	Brody	\$ 529.50	\$ 529.50	\$ -	\$ 794.25	\$ -	\$ 3,177.00
East/River Trail NHG	983	\$ 4,423.50	\$ -	East/River Trail	\$ 737.25	\$ 737.25	\$ 11,558.01	\$ 1,105.88	\$ 792.00	\$ 5,215.50
GOV. TOTAL	2,922	\$ 13,149.00	\$ -		\$ 2,191.50	\$ 2,191.50	\$ 23,141.08	\$ 3,287.25	\$ 2,098.60	\$ 15,247.60

	Allocation			Previous Semester Ending Balance	Max Carry Over (25% of full allocation)	Actual Carry Over	Grand Total
SOUTH/BRODY BLACK CAUCUS	1,454.25	-	South/Brody	\$ 9,231.10	363.56	363.56	1,817.81
RIVER TRAIL/EAST BLACK CAUCUS	737.25	-	East/Rivertrail	\$ 6,016.50	184.31	184.31	921.56
BC TOTAL	\$ 2,191.50	\$ -		\$ 15,247.60	\$ 547.88	\$ 547.88	\$ 2,739.38
PRISM/LIGHT(South & Brody)	1,454.25	-	South/Brody	\$ 163.60	363.56	163.60	1,617.85
RING/SPECTRUM	737.25	-	East/Rivertrail	\$ 4,472.14	184.31	184.31	921.56
Transcend	3,000.00	-	Campus	\$ 3,000.00	750.00	750.00	3,750.00
LBGTA Total	\$ 5,191.50	\$ -		\$ 7,635.74	\$ 1,297.88	\$ 1,097.91	\$ 6,289.41

Grand Total	\$ 20,532.00	\$ -		\$ 46,024.42	\$ 5,133.00	\$ 3,744.38	\$ 24,276.38
						PLUS: ACCOUNT SERVICE FEES	\$ 30.00

Double check	2,922	\$ 17,532.00					
				LESS: CURRENT ACCOUNT BALANCE	1/20/2021	\$ 12,845.00	
** Actual Carryover is the lesser of the Previous Semester Ending Balance and Max Allowed Carryover					AMOUNT TO TRANSFER	\$ 11,431.38	

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