

Faculty Student Association of DMC-Student Activity Fund

Nursing Student Council (NSC)


FY 2026 = June 1, 2025 through May 31, 2026

CERTIFIED BUDGET

Account	Description	Actual Prior Year End 5/31/25	Proposed Budget 2025- 2026	Certified Budget 2025 - 2026	Comments
Income					
40-49001-014-30001	ACTIVITIES FEES INCOME	\$ 15,261.72	\$ 14,831.00	\$ 14,831.00	
40-40001-014-30001	ROLLOVER BALANCE	20,455.49	-	21,799.00	Actual Prior Year Funds Not Spent as of 5/31/25
Total Income		\$ 35,717.21	\$ 14,831.00	\$ 36,630.00	Formula cell (Don't change)
Program Expenses <small>Note: If a Club/Org does its own fundraising, Be sure to mark Column F comments= "Retains Any Prior Year Rollover".</small>					
40-70009-014-30001	ADMINISTRATION FEE	\$ 256.00	\$ 262.00	\$ 262.00	Formula cell (Don't change)
40-70318-014-30001	SUMMER CONVOCATION	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	
40-70301-014-30001	WINTER CONVOCATION	3,619.00	3,500.00	3,500.00	
40-70371-014-30001	DOWNSTATE STUDENT NURSING ASSOCIATION (DSNA)	-	-	-	Remove Account
40-70304-014-30001	EDUC CONFERENCES & RESEARCH ACTIVITIES	-	1,000.00	1,000.00	
40-70097-014-30001	CON WHITE COAT CEREMONY	2,500.00	2,500.00	2,500.00	
40-70173-014-30001	PROGRAMS & PROJECTS	1,784.25	3,369.00	24,476.17	Net of all adjustments placed here
40-70305-014-30001	SOCIAL ACTIVITIES	759.00	-	-	Remove Account
40-70280-014-30001	SUPPORT TO BROOKLYN FREE CLINIC	2,000.00	500.00	500.00	
40-70348-014-30001	WINTER/SPRING EVENTS	500.00	500.00	500.00	
Total Program Expense		\$ 13,918.25	\$ 14,131.00	\$ 35,238.17	Formula cell (Don't change)
Balance Before Reserves		21,798.96	700.00	1,391.83	Formula cell (Don't change)
Reserves:					
40-70181-014-30001	RESERVE FUND	-	700.00	1,391.83	10% of Prior Year Expenses
Total Reserves		\$ -	\$ 700.00	\$ 1,391.83	Formula cell (Don't change)
Total Expenses + Reserves		\$ 13,918.25	\$ 14,831.00	\$ 36,630.00	Formula cell (Don't change)
Total Net Income less Expenses + Reserves		\$ 21,798.96	\$ -	\$ -	Formula cell (Don't change)
*SUNY Reserve Guidelines >5% and <100% of prior year actual expenses					

September 8, 2025

TO: Adanma Ngadi, President
Nursing Student Council (NSC)
Via eMail and posted on FSA-SAF website

FROM: Dr. Jeffrey Putman, President, 
Faculty Student Association (FSA)

SUBJECT: NSC Budget Certification for FY 2026 (6/1/25 thru 5/31/26)

Attached is a copy of NSC's certified budget for Student Activity fees (SAF) for the fiscal year (FY) 2026 that began on June 1, 2025. The NSC approved the submitted budget at their June 16, 2025 meeting which has been modified as needed and has been certified on behalf of the Campus President in accordance with the SUNY Board of Trustees Guidelines with the following adjustments:

1. **SAF Income:** NSC initially budgeted \$14,831.00 and the prior year actual as of 5/31/23 was \$15,261.72. FY2026 estimated SAF revenue to **\$14,831**.
2. **Rollover Balance:** The NSC's actual year end unused funds at 5/31/25 was **\$21,799**. NSC must make efforts to either increase its programs and activities to spend its annual SAF income by May 31st, 2026 or consider reducing its future fee rate.
3. **Reserve Fund:** NSC initially submitted a **\$700** Reserve Fund, which has been revised to **\$1,391.83**. (10% of prior year's actual expenses). SUNY Guidelines requires a minimum 5% but no more than 100% of prior year's actual expenses.
4. **Programs & Projects:** The net of the above revisions made results in this account being adjusted to **\$24,476.17** in order to balance NSC's budget (bottom line net to zero).

Please be aware that:

- **Authorized Signatures:** NSC's Constitution requires that the Treasurer plus one other NSC officer sign all payment forms.
- **Programs & Projects and Reserve Fund** require meeting minutes approving use, since purpose is **undesignated at this time of certification**.
- Expenses may be drawn from appropriate accounts in accordance with this certified budget, dependent on the positive cash balance of the account at the time of disbursements.
- [FSA Payment Form \(link\)](#), [SAF Meeting Minutes Guidelines \(link\)](#), and [other SAF documents \(link\)](#) are available online.

cc: Anthony Condoleo, FSA Interim Controller (w/original documents);
Daniel Minnock, FSA Staff Accountant
Olivia Kearney, VP
Ge Fei Situ, Secretary
Dov Schulman, Treasurer
Deanne Kennedy-Lorde, Bursar (No SAF rate change; NSC rate=\$40./yr)

Jeannine Sherwood, Faculty Advisor
Lori Escallier, Dean, College of Nursing
Adam Burgman, Director, Student Center
Schuyler Hooke, Director, Student Life