Faculty Student Association of DMC-Student Activity Fund
Residence Hall Council (RHC)
FY 2027 = June 1, 2026 through May 31, 2027
CERTIFIED BUDGET

Account	Description	Prior Year @ 5/31/2026	Submitted Budget 2026-2027	Certified Budget 2026 - 2027	Comments
Income					
40-42092-009-30001	ACTIVITIES FEES INCOME	$ 2,140.00	$ 2,320.00	$ 2,140.00	
40-49001-009-30001	ROLLOVER BALANCE	907.03	-	1,095.06	
Total Income		**$ 3,047.03**	**$ 2,320.00**	**$ 3,235.06**	Formula cell (Don't change)
Program Expenses	Note: If a Club/Org does its own fundraising, Be sure to mark Column F comment= "Retains Any Prior Year Rollover".				
40-70009-009-30001	ADMINISTRATION FEE	$ 254.00	$ 254.00	$ 254.00	Formula cell (Don't change)
40-70135-009-30001	MEETINGS	1,093.49	1,200.00	1,200.00	
40-70173-009-30001	PROGRAMS & PROJECTS	604.48	793.57	1,683.46	*Place any net excess in this amount*
Total Program Expense		**$ 1,951.97**	**$ 2,247.57**	**$ 3,137.46**	Formula cell (Don't change)
Balance Before Reserves		**1,095.06**	**72.43**	**97.60**	Formula cell (Don't change)
Reserves:					
40-30008-009-30001	RESERVE FUND	-	72.43	97.60	*5% Prior Year Actual Expenses*
Total Reserves		**$ -**	**$ 72.43**	**$ 97.60**	Formula cell (Don't change)
Total Expenses + Reserves		**$ 1,951.97**	**$ 2,320.00**	**$ 3,235.06**	Formula cell (Don't change)
Total Net Income less Expenses + Reserves		**$ 1,095.06**	**$ -**	**$ -**	Formula cell (Don't change)
SUNY Reserve Guidelines >5% and <100% of prior year actual expenses					

DOWNSTATE HEALTH SCIENCES UNIVERSITY

Faculty Student Association of DOWNSTATE

August 28, 2026

TO: Silvie Lundgren, President
Residence Hall Council (RHC) via eMail and posted on FSA webpage

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

SUBJECT: RHC Budget Certification for Fiscal Year 2027 (June 1, 2026 to May 31, 2027).

Attached is a copy of RHC's certified budget for Student Activity Fees (SAF) for the fiscal year 2027 that began June 1, 2026 pursuant to the budget that the RHC approved on May 29, 2026. This budget has been certified on behalf of the Campus President in accordance with the SUNY Board of Trustees SAF Guidelines. The following changes were made to the submitted budget:

- **Activity Fee Income:** was based on students living at Residence Halls to reflect prior year actual at **$ 2,140**
- **Rollover Balance**: The RHC's actual year end unused funds at 5/31/26 was **$1,095.06**
- **Administration Fee**: The FSA fee remains unchanged at **$254**.
- **Programs & Projects**: The net of the above revisions results has been made in this account being adjusted to **$ 1,683.46** in order to balance RHC's budget (bottom line net to zero).
- **Reserve Fund**: The reserve was set at 5% of prior year actual expenses at **$97.60**

Please be aware that:

- **Payments signature requirements**: In accordance with the RHC bylaws, the Treasurer plus one other RHC officer shall sign all payment requests.
- **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.
- **Programs & Projects** and **Reserve Fund** require RHC meeting minutes approving use, since purpose is undesignated at this time of certification.
- The Council may submit a revised budget for additional certification at any time during the year.
- *FSA Payment forms (link)*, *SAF Meeting Minutes Guidelines (link)*, *other SAF documents (link)* are available online.

cc: Anthony Condoleo, FSA Interim Controller (w/original documents)
Daniel Minnock, bookkeeper
Austyn Humble, Vice-President
Kavindu Gunaratna, Secretary
Alexander Pascone, Treasurer
Sherice Fields, Assistant Dir, Residential Life and Services
Schuyler Hooke, Director Student Life
Adam Burgman, Director Student Center
DeAnne Kennedy-Lorde, Bursar (no SAF rate increase: Current flat rate=$20/yr)

Faculty Student Association of DMC-Student Activity Fund

Residence Hall Council (RHC)

FY 2027 = June 1, 2026 through May 31, 2027

BUDGET TEMPLATE

Account	Description	Certified Budget 2025 - 2026	Current YTD	Proposed Budget 2026 - 2027	Comments
Income					
40-42092-009-30001	ACTIVITIES FEES INCOME	$ 2,320.00	$ 1,310.00	$ 2,320.00	
40-49001-009-30001	ROLLOVER BALANCE	907.03	907.03	-	Add to Program and Project
Total Income		**$ 3,227.03**	**$ 2,217.03**	**$ 2,320.00**	Formula cell (Don't change)
Program Expenses	Note: If a Club/Org does its own fundraising, Be sure to mark Column F comment= "Retains Any Prior Year Rollover".				
40-70009-009-30001	ADMINISTRATION FEE	$ 254.00	$ -	$ 254.00	Formula cell (Don't change)
40-70135-009-30001	MEETINGS	1,300.00	894.24	1,200.00	
40-70173-009-30001	PROGRAMS & PROJECTS	1,600.60	538.70	793.57	
Total Program Expense		**$ 3,154.60**	**$ 1,432.94**	**$ 2,247.57**	Formula cell (Don't change)
Balance Before Reserves		**72.43**	**784.09**	**72.43**	Formula cell (Don't change)
Reserves:					
40-30008-009-30001	RESERVE FUND	72.43	-	72.43	
Total Reserves		**$ 72.43**	**$ -**	**$ 72.43**	Formula cell (Don't change)
Total Expenses + Reserves		**$ 3,227.03**	**$ 1,432.94**	**$ 2,320.00**	Formula cell (Don't change)
Total Net Income less Expenses + Reserves		**$ -**	**$ 784.09**	**$ -**	Formula cell (Don't change)
SUNY Reserve Guidelines >5% and <100% of prior year actual expenses					