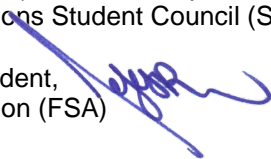


Faculty Student Association of DMC-Student Activity Fund						
School of Health Related Professions Student Council (SOHP)						
FY 2026 = June 1, 2025 through May 31, 2026						
CERTIFIED BUDGET						
Account	Description	Certified Budget 2024-2025	Actual Prior Year End @ 5/31/25	Submitted Budget 2025-2026	Certified Budget 2025-2026	Comments
Income						
40-49001-010-30001	ACTIVITIES FEES INCOME	\$ 16,919.43	\$ 17,669.67	\$ 16,919.43	\$ 16,919.43	
40-40001-010-30001	ROLLOVER BALANCE	11,725.09	11,725.09	-	9,014.25	
Total Income		\$ 28,644.52	\$ 29,394.76	\$ 16,919.43	\$ 25,933.68	Formula cell (Don't change)
Program Expenses	Note: If a Club/Org does its own fundraising, Be sure to mark Column G comment= "Retains Any Prior Year Rollover".					
40-70009-010-30001	ADMINISTRATION FEE	\$ 290.00	\$ 290.00	\$ 297.00	\$ 297.00	Formula cell (Don't change)
40-70280-010-30001	BROOKLYN FREE CLINIC	500.00	500.00	500.00	\$ 500.00	Transfer to MSC BFC Account
40-70387-010-30001	COALITION FOR OCCUPATIONAL THERAPY ADVOCATES FOR DIVERSITY (COTAD)	1,000.00	803.45	1,000.00	\$ 1,000.00	
40-70217-010-30001	CONFERENCE	500.00	-	-	\$ -	Delete Account
40-70234-010-30001	CONVOCATION	4,500.00	4,335.45	4,000.00	\$ 4,000.00	For May 2025 Event
40-70136-010-30001	MIDWIFERY	800.00	-	-	\$ -	
40-70361-010-30001	NPASS	-	-	500.00	\$ 500.00	
40-70134-010-30001	STUDENT HEALTH INFORMATICS ASSOCIATION	800.00	-	-	\$ -	
40-70135-010-30001	MEETINGS	2,000.00	1,621.00	2,000.00	\$ 2,000.00	
40-70231-010-30001	PHYSICAL THERAPY CLUB (P.T.)	1,200.00	823.20	1,000.00	\$ 1,000.00	
40-70232-010-30001	PHYSICIAN ASSISTANT CLUB (P.A.)	1,200.00	95.00	800.00	\$ 800.00	
40-70173-010-30001	PROGRAMS AND PROJECTS	11,018.53	8,687.90	2,822.43	\$ 11,298.63	Net of All Revisions Placed Here
40-70097-010-30001	SPRING FLING/WINTER BALL	500.00	500.00	-	\$ -	Delete Account
40-70240-010-30001	STUDENT OCCUPATIONAL THERAPY ASSN (SOTA)	1,200.00	1,337.51	1,000.00	\$ 1,000.00	
40-70235-010-30001	WELCOME RECEPTION	1,500.00	1,387.00	1,500.00	\$ 1,500.00	
Total Program Expense		\$ 27,008.53	\$ 20,380.51	\$ 15,419.43	\$ 23,895.63	Formula cell (Don't change)
Balance Before Reserves		\$ 1,635.99	\$ 9,014.25	\$ 1,500.00	\$ 2,038.05	Formula cell (Don't change)
Reserves:						
40-30008-010-30001	RESERVE FUND	\$ 1,635.99	\$ -	\$ 1,500.00	\$ 2,038.05	10% of Prior Year Expenses
Total Reserves		\$ 1,635.99	\$ -	\$ 1,500.00	2,038.05	Formula cell (Don't change)
Total Expenses + Reserves		\$ 28,644.52	\$ 20,380.51	\$ 16,919.43	\$ 25,933.68	Formula cell (Don't change)
Total Net Income less Expenses + Reserves		\$ -	\$ 9,014.25	\$ -	\$ -	Formula cell (Don't change)
*SUNY Reserve Guidelines >5% and <100% of prior year actual expenses						

September 8, 2025

TO: Juliana Theolin, President (via eMail and posted on FSA website)
School of Health Professions Student Council (SOHP)

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

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

Attached is a copy of SOHP Council's certified budget for Student Activity fees (SAF) for the fiscal year 2026 that began June 1, 2025. The SOHP Council approved their submitted budget at their 5/16/25 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:

- **Rollover:** has been revised to the actual rollover at 5/31/2025 at **\$9,014.25**. This results in a revised grand total income to **\$25,933.68**
- **Reserve Fund:** SOHP initially did submitted a **\$ 1,500** amount for its Reserve Fund, which has been revised to the minimum required a **\$ 2,038.05** (10% of prior year's actual expenses of **\$ 20,380.51**). SUNY Guidelines requires a 5% but no more than 100% of prior year's actual expenses.
- **Programs & Projects:** The net of the above adjustment at **\$ 11,298.63** has been inserted to this account.

Please be aware that:

- **Authorized Signatures:** SOHP's Constitution requires the SOHP President and Treasurer must 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 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 Form \(link\)](#), [SAF Meeting Minutes Guidelines \(link\)](#), & [other SAF documents \(link\)](#) are available online.

Please feel free to contact me at Ext. 2186 if you have questions or concerns.

cc: Anthony Condoleo, FSA Interim Controller (w/original documents);
Daniel Minnock, FSA Staff Accountant
Christine Korth, VP
Andrew Eisen, Secretary
Cydney Trim, Treasurer
Brigitte Desport, Faculty Advisor
Schuyler Hooke, Director, Student Life
Adam Burgman, Director, Student Center
Allen Lewis, PhD, Dean, SOHP
Deanne Kennedy-Lorde, Bursar (No SAF rate change; \$55/yr)