

Faculty Student Association of DMC-Student Activity Fund School of Public Health Student Council (SPH) 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
<b>Income</b>					
40-42092-013-30001	ACTIVITIES FEES INCOME	\$ 9,280.81	\$ 7,505.40	\$ 7,505.40	
40-40001-013-30001	ROLLOVER BALANCE	17,353.92	8,578.24	8,578.24	
<b>Total Income</b>		<b>\$ 26,634.73</b>	<b>\$16,083.64</b>	<b>\$ 16,083.64</b>	Formula cell (Don't change)
<b>Program Expenses</b>					
40-70009-013-30001	ADMINISTRATION FEE	\$ 66.00	\$ 68.00	\$ 68.00	Formula cell (Don't change)
40-70044-013-30001	CLUBS	47.00	500.00	500.00	
40-70055-013-30001	CONFERENCE SUPPORT	-	500.00	500.00	
40-70426-013-30001	FALL SPECIAL EVENT	-	2,000.00	2,000.00	
40-70427-013-30001	SPRING SPECIAL EVENT	-	2,000.00	2,000.00	
40-70428-013-30001	END OF THE YEAR CELEBRATION	1,600.00	2,000.00	2,000.00	
40-70429-013-30001	CAREER WEEK	-	2,000.00	2,000.00	
40-70097-013-30001	EVENTS	15,160.81			Delete Account
40-70135-013-30001	MEETINGS EXPENSES	-	-		Delete Account
40-70174-013-30001	PROGRAMS & PROJECTS	1,182.65	6,515.64	6,112.82	Net Remaining Funds placed in this account
<b>Total Program Expense</b>		<b>\$ 18,056.46</b>	<b>\$ 15,583.64</b>	<b>\$ 15,180.82</b>	Formula cell (Don't change)
<b>Balance Before Reserves</b>		<b>500.00</b>	<b>\$500.00</b>	<b>902.82</b>	Formula cell (Don't change)
<b>Reserves:</b>					
40-30008-013-30001	RESERVE FUND	-	500.00	902.82	
<b>Total Reserves</b>		<b>\$ -</b>	<b>\$ 500.00</b>	<b>\$ 902.82</b>	Formula cell (Don't change)
<b>Total Expenses + Reserves</b>		<b>\$ 18,056.46</b>	<b>\$ 16,083.64</b>	<b>\$ 16,083.64</b>	Formula cell (Don't change)
<b>Total Net Income less Expenses + Reserves</b>		<b>\$ 8,578.27</b>	<b>\$ -</b>	<b>\$ -</b>	Formula cell (Don't change)
<i>*SUNY Reserve Guidelines &gt;5% and &lt;100% of prior year actual expenses</i>					



# Faculty Student Association of DOWNSTATE Medical Center

September 6, 2025

TO: Breanna Watson, President  
School of Public Health Student Council (SPH)  
Via eMail and posted on FSA website.

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

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

Attached is a copy of SPH's certified budget for Student Activity fees (SAF) for the fiscal year 2026 that began June 1, 2025. The SPH approved the submitted budget at their 5/2/25 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:** The actual 5/31/25 rollover of unused funds is **\$ 8,578.27**.
- **Programs and Projects:** The net of the above revisions results has been made in this account being adjusted to **\$ 6,112.82** in order to balance SPH's 2026 Budget.
- **Reserve Fund:** SPH initially submitted a reserve fund at **\$ 500** Reserve Fund, which has been revised to the minimum required a **\$902.82** (5% of prior year's actual expense of **\$ 18,056.46**). SUNY Guidelines requires a 5% but no more than 100% of prior year's actual expenses.

Please be aware that:

- **Authorized Signatures:** SPH's Constitution Article VI.b.4 which states that "all payments forms shall be signed by the Treasurer. In the absence or unavailability of the Treasurer, any other Council officer may sign a payment form but must provide a copy of the payment form they signed to the Treasurer within five days".
- 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.
- The Council may submit a revised budget for additional certification at any time during the year.
- [FSA Payment Form \(link\)](#), [SAF Meeting Minutes Guidelines \(link\)](#), and [other SAF documents \(link\)](#) are available online.

cc: Anthony Condoleo, FSA Interim Controller (w/original documents)  
Daniel Minnock, FSA Bookkeeper;

via eMail:

Onyekachi Okeke, VP  
Asha Griffith, Secretary  
Leisha Andall, Treasurer

Marlene Camacho-Rivera, Faculty Advisor

Deanne Kennedy-Lorde, Bursar: SPH Rate is \$10/semester flat fee in Summer, Fall and Spring.

Kitaw Demissie, MD, PhD, Dean  
Schuyler Hooke, Director, Student Life  
Adam Burgman, Director, Student Center