

College of Micronesia - FSM
421 Dining Hall
Projected Statement of Revenues and Expenditures

	FY 2020	FY 2021	
Service charge revenue:			
Sales	904,420	904,420	
Less: Cost of Goods Sold	<u>520,000</u>	<u>520,000</u>	
Gross Profit	<u>384,420</u>	<u>384,420</u>	
 Operating expenses:			
Personnel			
Salaries	151,770	143,580	(8,190)
Social Security	11,383	10,768	(614)
Group Life Insurance	2,703	2,244	(458)
Health Insurance	6,631	8,428	1,797
Retirement	4,103	3,407	(696)
Housing	7,200	7,200	-
Other Current Expenditures			-
Supplies	25,000	30,000	5,000
Fuel	15,000	20,000	5,000
Staff Development	5,000	5,000	-
Fixed Assets			-
Computer	-	-	-
Machinery and equipment	<u>15,000</u>	<u>20,000</u>	5,000
	<u>243,789</u>	<u>250,628</u>	<u>6,839</u>
 Net service charge	 <u>140,631</u>	 <u>133,792</u>	

FY 2015 Operating Revenue Assumptions:

	# of Customers	School Week	Days	Meal Rate	Revenue
<u>Residence Hall and Non Residence Hall students</u>					
Fall					
Residence Hall students	180	20	7	12.00	302,400
Non Residence Hall students	250	20	5	4.00	<u>100,000</u>
					<u>402,400</u>
Spring					
Residence Hall students	180	20	7	12.00	302,400
Non Residence Hall students	150	20	5	4.00	<u>60,000</u>
					<u>362,400</u>
Summer					
Residence Halls students	110	8	7	12.00	73,920
Non Residence Halls students	60	8	5	4.00	<u>9,600</u>
					<u>83,520</u>
					<u>848,320</u>
Sales for RH and non RH students					<u>848,320</u>

Other Patrons

Fall

Staff/faculty	40	20	5	4.00	16,000
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Spring

Staff/faculty	40	20	5	4.00	16,000
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Summer

Staff/faculty	20	8	5	4.00	3,200
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Others

Non COM-FSM	20	22	5	5.00	11,000
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Take-outs for COM-FSM	10	22	5	4.00	4,400
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Take-outs for Non COM-FSM	10	22	5	5.00	5,500
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Sales for other patrons					56,100
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Total sales					904,420
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Assumptions:

Revenue:

Meal Rates

Rates	COM-FSM	Non COM-FSM
Breakfast	4.00	5.00
Lunch	4.00	5.00
Dinner	4.00	5.00

Numbers of School Week

Fall	20
Spring	20
Summer	8

Occupancy rate of 80% for regular semester and 50% for summer.

Cost of sales:

Justification: The amount requested is to cover the cost of meat, rice, chicken, fish, vegetables, fruits, poultry products, noodles, flour, local produce and other food products.

Calculation: Based on the following:

The average amount of purchase per week is \$10,000 based on the following menu:

Beef	2-3 times a week
Chicken	2-3 times a week
Pork	2-4 times a week
Fish	2-4 times a week
Turkey parts	- once a week

Estimated cost of food items per week	10,000
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Number of weeks

52

520,000

Directions

- 1. Performance item** Fill in your office or division performance items.
- 2. Pay Level** Adjust your personnel salaries according to expected step increments or ii
- 3. Fringe Benefits** Fill in the benefit line items
- 4. Budget Items** Fill in your Budget Items
- 5. Summary** Check summary for your total budget amounts

increases

Performance Items		
Office/Division Name	BUSINESS OFFICE	
Unit's Mission Statement	Dining Hall is committed to serve nutritious meals to students, faculty and staffs everyday and on-time.	
Strategic Goal	1	Provide institutional support to foster student success and satisfaction
Objective	1	To be able to serve three nutritious meals on time.
Strategy/Activity	1.1	To cook three nutritious meals (breakfast, lunch, dinner) everyday.
Output	1.1.1	Three meals are served daily to students and other patrons.
Objective	2	Patron are provided with good customer service
Strategy/Activity	2.1	To provide good customer service at all times.
Output	2.1.1	Above average customer service
Objective	3	Break-even financial operations.
Strategy/Activity	3.1	To determine and monitor the revenue and expenditures of dining hall.
Output	3.1.1	Dining Hall revenue is sufficient to fund its operating expenditures.

Name	Position	FY 2020			FY		
		Pay Level	Salary	Pay Level	Pay Level		
Lorenzo Rull	Food S. Mgr.	M	10 B	18,351	M	11	C
Jim Alexander	Asst Sup.	L	14 A	19,254	L	16	A
Terina Tim	Cook 1	C	3 B	5,623	C	4	C
M.Baker	Cook 2	D	20 D	13,064	D	20	D
Jimmy Luzana	Cook 1	C	3 B	5,623	C	4	C
P. Primo	Cook 1	C	20 A	12,076	C	20	D
On contract	Cook 1	C	3 B	5,623	C	4	C
On contract	Cook 1	C	3 B	5,623	C	4	C
J.Kapriel	Cook 1	C	17 C	10,932	C	17	C
On contract	Cook 1	C	3 B	5,623	C	4	C
T.Meninzor	Cook 1	C	13 A	9,140	C	13	A
various (OT & Farm speci	various			15,000.00			
				\$ 125,931.32			

Effective Date of Step Increment

2021

NextSalary	Last Step	Next Step	PP_CurrentS	PP-NextSal	Current	New
19,287			0	26	\$ -	\$ 19,287.00
20,237	8/18/2016	8/18/2017	22	4	16,291.85	3,113.38
5,910			12	14	2,595.23	3,182.31
13,717	8/23/2016	8/23/2017	23	3	11,556.19	1,582.70
5,910			21	5	4,541.65	1,136.54
12,679	2/16/2016	2/16/2017	9	17	4,180.04	8,290.42
5,910	2/23/2016	2/23/2017	9	17	1,946.42	3,864.23
5,910	8/13/2016	8/13/2017	22	4	4,757.92	909.23
11,479	1/2/2016	1/2/2017	6	20	2,522.86	8,830.01
5,910	6/6/2016	6/6/2017	18	8	3,892.85	1,818.46
9,597	6/6/2016	6/6/2017	18	8	6,327.50	2,952.83
30,000.00					-	30,000
\$ 146,545.89					\$ 58,612.52	\$ 84,967.11

Total	Increase
\$ 19,287.00	\$ 936.00
19,405.23	151.23
5,777.54	154.54
13,138.89	75.37
5,678.19	55.19
12,470.46	394.78
5,810.65	187.65
5,667.15	44.15
11,352.87	420.48
5,711.31	88.31
9,280.34	140.61
30,000	
\$ 143,579.63	\$ 2,648.31
113,579.63	

Personnel	SS Tax	Retirement	Housing	Health Insurance	Group Life Insurance	Total
Lorenzo Rull	1,447	579	7,200	492	381	10,098
Jim Alexander	1,455	582		738	383	3,159
Terina Tim	433	173		738	114	1,459
M.Baker	985	394		984	260	2,623
Jimmy Luzana	426	170		803	112	1,512
P. Primo	935	374		984	246	2,540
On contract	436	174		738	115	1,463
On contract	425	170		738	112	1,445
J.Kapriel	851	341		738	224	2,154
On contract	428	171		738	113	1,450
T.Meninzor	696	278		738	183	1,896
	2,250					2,250
	\$ 10,768	\$ 3,407	\$ 7,200	\$ 8,428	\$ 2,244	\$ 32,049

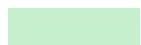
Formulas

Group life= annual salary *2 round up to the next 1000 *.00038

Retirement= Annual Salary*3%

SS tax= 7.5% (not to exceed \$2,400 annual)

Health Insurance: Employer Contribution 52%



Personnel Listing

Person	AdjustedSalary			Activity
	Current Salary	Base + Step Incr	Sal + Benefits	% Time
L Rull	\$ 18,351.00	\$ 19,287.00	\$ 29,385.17	25
A.Alexander	\$ 19,254.00	\$ 19,405.23	\$ 22,564.11	25
On contract	\$ 5,623.00	\$ 5,777.54	\$ 7,236.22	70
M.Baker	\$ 13,063.52	\$ 13,138.89	\$ 15,761.94	70
V.Rosario	\$ 5,623.00	\$ 5,678.19	\$ 7,190.00	70
P. Primo	\$ 12,075.68	\$ 12,470.46	\$ 15,010.28	70
M.Samuel	\$ 5,623.00	\$ 5,810.65	\$ 7,273.47	70
On contract	\$ 5,623.00	\$ 5,667.15	\$ 7,112.07	70
J.Kapriel	\$ 10,932.39	\$ 11,352.87	\$ 13,507.13	70
N.Meninzor	\$ 5,623.00	\$ 5,711.31	\$ 7,161.73	70
	\$ 9,139.73	\$ 9,280.34	\$ 11,176.03	70
		\$ 30,000.00	\$ 32,250.00	100
Total	\$ 110,931.32	\$ 143,579.63	\$ 175,628.15	

Travel

Destination	TA amount	Domestic	International	Activity
				% Time
Chuuk and Yap	\$ -			0
Kosrae				0
Staff Travel				0
Total	\$ -			

Contracts

Name	Amount	type	Activity
			% Time
Special Contract	\$ -		0
Overtime	-		0
Audit/Legal/Professional Fees	-		0
Insurance	-		0
Total	\$ -		

Other Current Expenses (OCE)

Name	Amount	Activity
		% Time
Communications	\$ -	0
Staff Development	5,000.00	0
Supplies	25,000.00	55
Fuel	20,000.00	100
Graduation Costs	-	0
Total	\$ 50,000.00	

Fixed Assets

Activity

Name	Amount		% Time
Machineries and equip.	\$ 10,000.00		100
Total	\$ 10,000.00		

Total \$ 235,628.15
\$ 5,000.00

1.1	Activity	2.1	Activity	3.1	Total	
Cost	% Time	Cost	% Time	Cost	% Time	Cost
7,346.29	25	7,346.29	50	14,692.58	100	29,385.17
5,641.03	60	13,538.46	15	3,384.62	100	22,564.11
5,065.36	30	2,170.87	0	-	100	7,236.22
11,033.36	30	4,728.58	0	-	100	15,761.94
5,033.00	30	2,157.00	0	-	100	7,190.00
10,507.20	30	4,503.08	0	-	100	15,010.28
5,091.43	30	2,182.04	-	-	100	7,273.47
4,978.45	30	2,133.62	-	-	100	7,112.07
9,454.99	30	4,052.14	0	-	100	13,507.13
5,013.21	30	2,148.52	-	-	100	7,161.73
7,823.22	30	3,352.81	-	-	100	11,176.03
32,250.00	-	-	-	-	100	32,250.00
109,237.53		48,313.42		18,077.20		175,628.15

1.1	Activity	2.1	Activity	3.1	Total	
Cost	% Time	Cost	% Time	Cost	% Time	Cost
-	0	-	0	-	0	-
-	0	-	0	-	0	-
-	0	-	0	-	0	-
-	-	-	0	-	-	-

1.1	Activity	2.1	Activity	3.1	Total	
Cost	% Time	Cost	% Time	Cost	% Time	Cost
-	0	-	0	-	0	-
-	0	-	0	-	0	-
-	0	-	0	-	0	-
-	0	-	0	-	0	-
-	-	-	-	-	-	-

1.1	Activity	2.1	Activity	3.1	Total	
Cost	% Time	Cost	% Time	Cost	% Time	Cost
-	0	-	0	-	0	-
-	0	-	0	-	0	5,000.00
13,750.00	35	8,750.00	10	2,500.00	100	25,000.00
20,000.00	0	-	0	-	100	20,000.00
-	0	-	0	-	0	-
33,750.00		8,750.00		2,500.00		50,000.00

1.1	Activity	2.1	Activity	3.1	Total	
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Cost	Cost	% Time	% Time	Cost	% Time	Cost
10,000.00	0	-	0	-	100	10,000.00
10,000.00		-		-		10,000.00

College of Micronesia-FSM
 Dining Hall
 Expenditure Budget-FY 2021

Line Items	Budget Category	<u>2021</u>
	Salary	\$ 143,580
	SS	10,768
	FSM Health/Ins	8,428
	Group Life	2,244
	Retirement	3,407
	Housing	7,200
		175,628
	Travel	0
	Contractual	0
	Staff Development	5,000
	Printing	0
	Supplies	20,000
	Fuel	10,000
	Graduation Costs	0
	Equipment	20,000
		\$ 230,628

SUMMARY OF ACTIVITY COSTS

ACTIVITIES	PERSONNEL	TRAVEL	CONTRACTUAL	OCE	FIXED ASSETS	TOTAL	UNIT
						Total	COST
1.1	\$109,238	\$0	\$0	\$33,750	\$10,000	\$152,988	64.9%
2.1	53,313.42	0	0	8,750	0	62,063	26.3%
3.1	18,077.20	0	0	2,500	0	20,577	8.7%
TOTAL	\$180,628	\$0	\$0	\$45,000	\$10,000	\$235,628	100.0%