




**BUDGET
ADMINISTRATION
& OPERATIONS**

1600 Holloway Avenue
San Francisco, CA 94132

Main (415) 338-1463
Fax (415) 338-7186
Website budget.sfsu.edu
Email budget@sfsu.edu

DATE: JANUARY 31, 2024
TO: JEFF WILSON, VICE PRESIDENT, AND CFO
ADMINISTRATION AND FINANCE
FROM: ELENA STOIAN, EXECUTIVE DIRECTOR 
BUDGET ADMINISTRATION AND OPERATIONS
SUBJECT: ATHLETICS COST ALLOCATION PLAN FISCAL YEAR 2023-24

The Athletics Cost Allocation Plan for the fiscal year 2023-24 is attached for your review and approval. Requirements of the Cost Allocation Plan are outlined in CSU Policy 3552.01. It is required that the campus CFO, or designee, annually approve and ensure the implementation of a documented cost allocation/reimbursement plan. The Budget office performed the annual analysis of the SF State auxiliaries and other self-supporting units to determine the required reimbursement amount to the University.

Our analysis indicated that \$168,842 is due to the University from Athletics for the fiscal year 2023-24 compared to \$153,387 in the fiscal year 2022-23.

Your signature below will address the requirement that each Cost Allocation Plan is approved annually. Upon your approval of the Cost Allocation Plan, we will provide a copy of the approval to the following individuals:

- Jamillah Moore, Vice President, SAEM
- Stephanie Shrieve-Hawkins, Director, Athletics
- Derek Trang, Manager, Financial and Business Operations, Office of the President & Athletics

Any questions regarding the Cost Allocation Plan analysis and final determination can be directed to Budget Administration and Operations.

The Athletics Cost Allocation Plan for FY 2023-24 is approved:

DocuSigned by:


Jeff Wilson, Vice President, and Chief Financial Officer
Administration and Finance

Date 02/07/2024 | 9:36 AM PST

Filename: 2.01 CAP_FY_2023-24.Athletics



**BUDGET
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DATE: JANUARY 31, 2024

TO: JEFF WILSON, VICE PRESIDENT, AND CFO
ADMINISTRATION AND FINANCE

FROM: ELENA STOIAN, EXECUTIVE DIRECTOR 
BUDGET ADMINISTRATION AND OPERATIONS

SUBJECT: CAMPUS RECREATION – COST ALLOCATION PLAN FISCAL YEAR 2023-24

The Campus Recreation Cost Allocation Plan for the fiscal year 2023-24 is attached for your review and approval. Requirements of the Cost Allocation Plan are outlined in CSU Policy 3552.01. It is required that the campus CFO, or designee, annually approve and ensure the implementation of a documented cost allocation/reimbursement plan. The Budget office performed the annual analysis of the SF State auxiliaries and other self-supporting units to determine the required reimbursement amount to the University.

The analysis indicated \$125,147 is due to the University from the Campus Recreation for the fiscal year 2023-24 compared to \$115,705 in the fiscal year 2022-23.

Your signature below will address the requirement that each Cost Allocation Plan is approved annually. Upon your approval of the Cost Allocation Plan, we will provide a copy of the approval to the following individuals:

- Jamillah Moore, Vice President, SAEM
- David Schachman, Director of Business Operations, SAEM
- Miguel Angel Hernandez, AVP for Student Life & Dean of Students
- Demont Oliver, Acting Director, Campus Recreation

Any questions regarding the Cost Allocation Plan analysis and final determination can be directed to Budget Administration and Operations.

The Campus Recreation Cost Allocation Plan for FY 2023-24 is approved:

DocuSigned by:
Jeff Wilson

Jeff Wilson, Vice President, and Chief Financial Officer
Administration and Finance

Date 02/07/2024 | 9:36 AM PST


Filename: 2.02 CAP_FY_2023-24.Campus_Rec



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DATE: JANUARY 31, 2024
TO: JEFF WILSON, VICE PRESIDENT, AND CFO
ADMINISTRATION AND FINANCE
FROM: ELENA STOIAN, EXECUTIVE DIRECTOR 
BUDGET ADMINISTRATION AND OPERATIONS
SUBJECT: STUDENT HEALTH SERVICES AND COUNSELING & PSYCHOLOGICAL SERVICES –
COST ALLOCATION PLAN FISCAL YEAR 2023-24

The Student Health Services and Counseling & Psychological Services (SHSCPS) Cost Allocation Plan for the fiscal year 2023-24 is attached for your review and approval. Requirements of the Cost Allocation Plan are outlined in CSU Policy 3552.01. It is required that the campus CFO, or designee, annually approve and ensure the implementation of a documented cost allocation/reimbursement plan. The Budget office performed the annual analysis of the SF State auxiliaries and other self-supporting units to determine the required reimbursement amount to the University.

The analysis indicated \$554,820 is due to the University from SHSCPS for the fiscal year 2023-24 compared to \$512,960 in the fiscal year 2022-23.

Your signature below will address the requirement that each Cost Allocation Plan is approved annually. Upon your approval of the Cost Allocation Plan, we will provide a copy of the approval to the following individuals:

- Jamillah Moore, Vice President, SAEM
- David Schachman, Director of Business Operations, SAEM
- Janet Rarig, Interim Associate Vice President for Student Affairs, SAEM
- Mira Medan, Clinic Manager
- Stephen Chen, Director, Counseling & Psychological Services
- Karen Boyce, Director, Health Promotion & Wellness

Any questions regarding the Cost Allocation Plan analysis and final determination can be directed to Budget Administration and Operations.

The SHSCPS Cost Allocation Plan for FY 2023-24 is approved:

DocuSigned by:

5581266471AA4B5

Jeff Wilson, Vice President & Chief Financial Officer
Administration & Finance

Date 02/07/2024 | 9:36 AM PST

Filename: 2.03 CAP_FY_2023-24.SHSCPS



BUDGET ADMINISTRATION & OPERATIONS

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DATE: JANUARY 31, 2024
TO: JEFF WILSON, VICE PRESIDENT & CFO
ADMINISTRATION AND FINANCE
FROM: ELENA STOIAN, EXECUTIVE DIRECTOR
BUDGET ADMINISTRATION AND OPERATIONS
SUBJECT: COLLEGE OF PROFESSIONAL & GLOBAL EDUCATION -
COST ALLOCATION PLAN FISCAL YEAR 2023-24

The revised College of Professional & Global Education (CPaGE) Cost Allocation Plan (CAP) for Fiscal Year 2023-24 is submitted for your review and approval. Requirements of the CAP are outlined in CSU Policy 3552.01. It is required that the campus CFO, or designee, annually approve and ensure the implementation of a documented cost allocation/reimbursement plan. The Budget office performed the annual analysis of the SF State auxiliaries and other self-supporting units to determine the required reimbursement amount to the University.

The analysis shows \$259,465 is due to the University from CPaGE for the fiscal year 2023-24 compared to \$234,220 in the fiscal year 2022-23.

Your signature below will address the requirement that each CAP is approved annually. Upon your approval of the CAP, we will provide a copy of the approval to the following individuals:

- Amy Sueyoshi, Provost and Vice President, Academic Affairs
Alex Hwu, Associate Vice President and Dean, CPaGE
John Kim, Interim Vice Provost, Academic Resources
Angie Lipschuetz, Associate Dean, CPaGE
Elaine Feng, Finance Director, CPaGE

Any questions regarding the CAP analysis and final determination can be directed to Budget Administration and Operations.

The College of Professional & Global Education Cost Allocation Plan for FY 2023-24 is approved:

DocuSigned by: Jeff Wilson

Jeff Wilson, Vice President, and Chief Financial Officer
Administration and Finance

Date 02/07/2024 | 9:36 AM PST

Filename: 2.04 CAP_FY_2023-24.CPaGE



**BUDGET
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Email budget@sfsu.edu

DATE: JANUARY 31, 2024

TO: JEFF WILSON, VICE PRESIDENT, AND CFO
ADMINISTRATION AND FINANCE

FROM: ELENA STOIAN, EXECUTIVE DIRECTOR 
BUDGET ADMINISTRATION AND OPERATIONS

SUBJECT: HOUSING, DINING, AND CONFERENCE SERVICES –
COST ALLOCATION PLAN FISCAL YEAR 2023-24

The Housing, Dining and Conference Services (HDGS) Cost Allocation Plan for the fiscal year 2023-24 is attached for your review and approval. Requirements of the Cost Allocation Plan are outlined in CSU Policy 3552.01. It is required that the campus CFO, or designee, annually approve and ensure the implementation of a documented cost allocation/reimbursement plan. The Budget office performed the annual analysis of the SF State auxiliaries and other self-supporting units to determine the required reimbursement amount to the University.

Our analysis indicates \$877,198 is due to the University from HDGS for the fiscal year 2023-24 compared to \$781,900 in 2022-23.

Your signature below will address the requirement that each Cost Allocation Plan is approved annually. Upon your approval of the Cost Allocation Plan, we will provide a copy of the approval to the following individuals:

- Cesar Mozo, Associate Director of Financial Management, Office of the Vice President and CFO
- Jeny Patino, Executive Director, Housing, Dining and Conference Services
- Marina Shevyakova, Director, Financial Services, Housing, Dining and Conference Services

Any questions regarding the Cost Allocation Plan analysis and final determination can be directed to Budget Administration & Operations.

The HDGS Cost Allocation Plan for FY 2023-24 is approved:

DocuSigned by:
Jeff Wilson

Date 02/07/2024 | 9:36 AM PST

Jeff Wilson, Vice President, and Chief Financial Officer
Administration and Finance

Filename: 2.05 CAP_FY_2023-24.HDGS




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DATE: JANUARY 31, 2024

TO: JEFF WILSON, VICE PRESIDENT, AND CFO
ADMINISTRATION AND FINANCE

FROM: ELENA STOIAN, EXECUTIVE DIRECTOR 
BUDGET ADMINISTRATION AND OPERATIONS

SUBJECT: SAN FRANCISCO STATE UNIVERSITY CHILDREN'S CAMPUS –
COST ALLOCATION PLAN FISCAL YEAR 2023-24

The San Francisco State University Children's Campus (Children's Campus) Cost Allocation Plan for the fiscal year 2023-24 is attached for your review and approval. Requirements of the Cost Allocation Plan are outlined in CSU Policy 3552.01. It is required that the campus CFO, or designee, annually approve and ensure the implementation of a documented cost allocation/reimbursement plan. The Budget office performed the annual analysis of the SF State auxiliaries and other self-supporting units to determine the required reimbursement amount to the University.

Our analysis indicates \$74,981 is due to the University from Children's Campus for the fiscal year 2023-24 compared to \$69,324 in the fiscal year 2022-23.

Your signature below will address the requirement that each Cost Allocation Plan is approved annually. Upon your approval of the Cost Allocation Plan, we will provide a copy of the approval to the following individuals:

- Jamillah Moore, Vice President, SAEM
- David Schachman, Director of Business Operations, SAEM
- Janet Rarig, Interim Associate Vice President for Student Affairs, SAEM
- Itza Gonzalez Soza, Director, Children's Campus

Any questions regarding the Cost Allocation Plan analysis and final determination can be directed to Budget Administration & Operations.

The Children's Campus Cost Allocation Plan for FY 2023-24 is approved:

DocuSigned by:
Jeff Wilson
55B6029471AA4B5...

Jeff Wilson
Vice President and Chief Financial Officer,
Administration and Finance

Date 02/07/2024 | 9:36 AM PST

Filename: 2.06 CAP_FY_2023-24.Childrens_Campus



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DATE: JANUARY 31, 2024

TO: JEFF WILSON, VICE PRESIDENT, AND CFO
ADMINISTRATION AND FINANCE

FROM: ELENA STOIAN, EXECUTIVE DIRECTOR 
BUDGET ADMINISTRATION AND OPERATIONS

SUBJECT: SAN FRANCISCO STATE UNIVERSITY PARKING AND TRANSPORTATION –
COST ALLOCATION PLAN FISCAL YEAR 2023-24

The San Francisco State University Parking and Transportation (Parking & Transportation) Cost Allocation Plan for the fiscal year 2023-24 is attached for your review and approval. Requirements of the Cost Allocation Plan are outlined in CSU Policy 3552.01. It is required that the campus CFO, or designee, annually approve and ensure the implementation of a documented cost allocation/reimbursement plan. The Budget office performed the annual analysis of the SF State auxiliaries and other self-supporting units to determine the required reimbursement amount to the University.

Our analysis indicated that \$55,511 is due to the University from Parking & Transportation for the fiscal year 2023-24 compared to \$51,323 in the fiscal year 2022-23.

Your signature below will address the requirement that each Cost Allocation Plan is approved annually. Upon your approval of the Cost Allocation Plan, we will provide a copy of the approval to the following individuals:

- Jamillah Moore, Vice President, SAEM
- David Schachman, Director of Business Operations, SAEM
- Reggie Parson, Assistant Vice President for Campus Safety & Chief of Police
- Joy A. Manaois, Director of Operations & Finance, Division of Campus Safety

Any questions regarding the Cost Allocation Plan analysis and final determination can be directed to Budget Administration & Operations.

The Parking & Transportation Cost Allocation Plan for FY 2023-24 is approved:



Date 02/07/2024 | 9:36 AM PST

Jeff Wilson, Vice President & Chief Financial Officer
Administration & Finance


Filename: 2.07 CAP_FY_2023-24.Pkg_and_Trans



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DATE: JANUARY 31, 2024
TO: JEFF WILSON, VICE PRESIDENT, AND CFO
ADMINISTRATION AND FINANCE
FROM: ELENA STOIAN, EXECUTIVE DIRECTOR 
BUDGET ADMINISTRATION AND OPERATIONS
SUBJECT: ASSOCIATED STUDENT, INC. AND STUDENT CENTER
COST ALLOCATION PLAN FISCAL YEAR 2023-24

The Associated Student, Inc. (ASI) and Student Center (CCSC) Cost Allocation Plan for the fiscal year 2023-24 is attached for your review and approval. Requirements of the Cost Allocation Plan are outlined in CSU Policy 3552.01. It is required that the campus CFO, or designee, annually approve and ensure the implementation of a documented cost allocation/reimbursement plan. The Budget office performed the annual analysis of the SF State auxiliaries and other self-supporting units to determine the required reimbursement amount to the University.

Our analysis shows \$66,302 is due to the University from the ASI and CCSC for the fiscal year 2023-24 compared to \$60,175 in the fiscal year 2022-23.

Your signature below will address the requirement that each Cost Allocation Plan is approved annually. Upon your approval of the Cost Allocation Plan, we will provide a copy of the approval to the following individuals:

- Jamillah Moore, Vice President, SAEM
- David Schachman, Director of Business Operations, SAEM
- Alejandro Rios, Interim Executive Director, ASI
- Veronica Castillo, Assistant Executive Director of Business & Finance, ASI

Any questions regarding the Cost Allocation Plan analysis and final determination can be directed to Budget Administration & Operations.

The ASI and CCSC Cost Allocation Plan for FY 2023-24 is approved:

DocuSigned by:
Jeff Wilson

Jeff Wilson, Vice President, and Chief Financial Officer
Administration and Finance

Date 02/07/2024 | 9:36 AM PST

Filename: 2.08 CAP_FY_2023-24_ASI_and_CCSC



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San Francisco, CA 94132

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DATE: JANUARY 31, 2024

TO: JEFF WILSON, VICE PRESIDENT, AND CFO
ADMINISTRATION AND FINANCE

FROM: ELENA STOIAN, EXECUTIVE DIRECTOR 
BUDGET ADMINISTRATION AND OPERATIONS

SUBJECT: SAN FRANCISCO STATE FOUNDATION – COST ALLOCATION PLAN FISCAL YEAR 2023-24

The San Francisco State Foundation Cost Allocation Plan for the fiscal year 2023-24 is attached for your review and approval. Requirements of the Cost Allocation Plan are outlined in CSU Policy 3552.01. It is required that the campus CFO, or designee, annually approve and ensure the implementation of a documented cost allocation/reimbursement plan. The Budget office performed the annual analysis of the SF State auxiliaries and other self-supporting units to determine the required reimbursement amount to the University.

The analysis indicates \$9,113 is due to the University from the San Francisco State Foundation for the fiscal year 2023-24 compared to \$19,854 in the fiscal year 2022-2023.

Your signature below will address the requirement that each Cost Allocation Plan is approved annually. Upon your approval of the Cost Allocation Plan, we will provide a copy of the approval to the following individuals:

- Jeff Jackaniez, Vice President, University Advancement and President, SF State Foundation
- Venesia Thompson Ramsay, AVP of Operations, University Advancement, and Secretary and CFO SF State Foundation
- Vicky Lee, Director of Finance, SF State Foundation

Any questions regarding the Cost Allocation Plan analysis and final determination can be directed to Budget Administration and Operations.

The San Francisco State Foundation Cost Allocation Plan for FY 2023-24 is approved:

DocuSigned by:
Jeff Wilson

Jeff Wilson, Vice President, and Chief Financial Officer
Administration and Finance

Date 02/07/2024 | 9:36 AM PST


Filename: CAP_FY_2023-24.Foundation



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DATE: JANUARY 31, 2024
TO: JEFF WILSON, CFO AND VICE PRESIDENT
ADMINISTRATION & FINANCE
FROM: ELENA STOIAN, EXECUTIVE DIRECTOR 
BUDGET ADMINISTRATION AND OPERATIONS
SUBJECT: REVISED SAN FRANCISCO STATE UNIVERSITY CORPORATION –
COST ALLOCATION PLAN FISCAL YEAR 2023-24

The San Francisco State University Corporation (UCorp) Cost Allocation Plan for the fiscal year 2023-24 is attached for your review and approval. Requirements of the Cost Allocation Plan are outlined in CSU Policy 3552.01. It is required that the campus CFO, or designee, annually approve and ensure the implementation of a documented cost allocation/reimbursement plan. The Budget office performed the annual analysis of the SF State auxiliaries and other self-supporting units to determine the required reimbursement amount to the University.

Our analysis indicated that \$154,517 is due to the University from the UCorp for the fiscal year 2023-24 compared to \$141,545 in the fiscal year 2022-23.

Your signature below will address the requirement that each Cost Allocation Plan is approved annually. Upon your approval of the Cost Allocation Plan, we will provide a copy of the approval to the following individuals:

- Jason Porth, Vice President, University Enterprises
- Shae Hancock, Chief of Operations, University Enterprises
- Tammie Ridgell, Associate Vice President, Auxiliary Business Services

Any questions regarding the Cost Allocation Plan analysis and final determination can be directed to Budget Administration and Operations.

The San Francisco State University Corporation Cost Allocation Plan for FY 2023-24 is approved:

DocuSigned by:

558B069471AA4B5

Jeff Wilson, Vice President, and Chief Financial Officer
Administration and Finance

Date 02/07/2024 | 9:36 AM PST

Filename: CAP_FY_2023-24.UCorp-REVISED