



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 19, 2022

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 2021-22

The Athletics Cost Allocation Plan for fiscal year 2021-22 is attached for your review and approval. Requirements of the Cost Allocation Plan are set forth in CSU Policy 3552.01. It is required that the campus CFO, or designee, annually approve and ensure 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, if any, to the University.

Our analysis indicated that \$129,024 is due to the University from Athletics for fiscal year 2021-22 as compared to \$139,744 in fiscal year 2020-21.

Your signature below will address the requirement that each Cost Allocation Plan be 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 2021-22 is approved:



55B8D68471AA4B5... e President and Chief Financial Officer
Administration and Finance

Date 01/22/2022 | 9:59 AM PST

Filename: 2.01 CAP_FY_2021-22.Athletics
ES/JK/edc



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BUDGET ADMINISTRATION AND OPERATIONS

DS
ES

SUBJECT: CAMPUS RECREATION – COST ALLOCATION PLAN FISCAL YEAR 2021-22

The Campus Recreation Cost Allocation Plan for fiscal year 2021-22 is attached for your review and approval. Requirements of the Cost Allocation Plan are set forth in CSU Policy 3552.01. It is required that the campus CFO, or designee, annually approve and ensure 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, if any, to the University.

Our analysis indicated that \$202,358 is due to the University from the Campus Recreation for fiscal year 2021-22 as compared to \$215,505 in fiscal year 2020-21.

Your signature below will address the requirement that each Cost Allocation Plan be 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
- Cristal Wallin, Chief of Staff & Director of Operations, SAEM
- Pam Su, Interim Associate Dean of Students, Division of Student Life
- Michael Wong, Director, Campus Recreation
- Mirel Tikkanen, Senior Budget Officer, SAEM

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 2021-22 is approved:

DocuSigned by:

Jeff Wilson

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

Date 01/22/2022 | 9:59 AM PST

Filename: 2.02 CAP_FY_2021-22.Campus_Rec
ES/JK/edc



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ADMINISTRATION AND FINANCE

FROM: ELENA STOIAN, EXECUTIVE DIRECTOR ^{DS}
BUDGET ADMINISTRATION AND OPERATIONS *ES*

SUBJECT: STUDENT HEALTH SERVICES AND COUNSELING & PSYCHOLOGICAL SERVICES –
COST ALLOCATION PLAN FISCAL YEAR 2021-22

The Student Health Services and Counseling & Psychological Services (SHSCPS) Cost Allocation Plan for fiscal year 2021-22 is attached for your review and approval. Requirements of the Cost Allocation Plan are set forth in CSU Policy 3552.01. It is required that the campus CFO, or designee, annually approve and ensure 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, if any, to the University.

Our analysis indicated that \$568,808 is due to the University from SHSCPS for fiscal year 2021-22 as compared to \$603,948 in fiscal year 2020-21.

Your signature below will address the requirement that each Cost Allocation Plan be 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
- Cristal Wallin, Chief of Staff & Director of Operations, SAEM
- Eugene Chelberg, Associate Vice President for Student Affairs, SAEM
- Roger Elrod, Director, Student Health Services
- Stephen Chen, Director, Counseling & Psychological Services
- Karen Boyce, Director, Health Promotion & Wellness
- Mirel Tikkanen, Senior Budget Officer

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 2021-22 is approved:

DocuSigned by:

Jeff Wilson

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

Date 01/22/2022 | 9:59 AM PST

Filename: 2.03 CAP_FY_2021-22.SHSCPS
ES/JK



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FROM: ELENA STOIAN, EXECUTIVE DIRECTOR ^{DS}
BUDGET ADMINISTRATION AND OPERATIONS *ES*

SUBJECT: COLLEGE OF EXTENDED LEARNING –
COST ALLOCATION PLAN FISCAL YEAR 2021-22

The revised College of Extended Learning (CEL) Cost Allocation Plan (CAP) for Fiscal Year 2021-22 is submitted for your review and approval. Requirements of the CAP are set forth in CSU Policy 3552.01. It is required that the campus CFO, or designee, annually approve and ensure 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, if any, to the University.

Our analysis indicated that \$363,094 is due to the University from CEL for Fiscal Year 2021-22 as compared to \$396,315 in Fiscal Year 2020-21.

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

- Jennifer Summit, Provost and Vice President, Academic Affairs
- Alex Hwu, Associate Vice President and Dean, CEL
- Dwayne Banks, Vice Provost, Academic Resources
- Angie Lipschuetz, Associate Dean, CEL
- Elaine Feng, Finance Director, CEL

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

The College of Extended Learning Cost Allocation Plan for FY 2021-22 is approved:

DocuSigned by:
Jeff Wilson
Jeff Wilson, Vice President and Chief Financial Officer
Administration and Finance

Date 01/22/2022 | 9:59 AM PST

Filename: 2.04 CAP_FY_2021-22.CEL
ES/JK



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ADMINISTRATION AND FINANCE

FROM: ELENA STOIAN, EXECUTIVE DIRECTOR ^{DS}
BUDGET ADMINISTRATION AND OPERATIONS *ES*

SUBJECT: HOUSING, DINING AND CONFERENCE SERVICES –
COST ALLOCATION PLAN FISCAL YEAR 2021-22

The Housing, Dining and Conference Services (HDCS) Cost Allocation Plan for fiscal year 2021-22 is attached for your review and approval. Requirements of the Cost Allocation Plan are set forth in CSU Policy 3552.01. It is required that the campus CFO, or designee, annually approve and ensure 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, if any, to the University.

Our analysis previously indicated that \$497,695 is due to the University from HDCS for fiscal year 2021-22 as compared to \$548,323 in fiscal year 2020-21.

Your signature below will address the requirement that each Cost Allocation Plan be 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 HDCS Cost Allocation Plan for FY 2021-22 is approved:

DocuSigned by:
Jeff Wilson
Jeff Wilson, Vice President and Chief Financial Officer
Administration and Finance

Date 01/22/2022 | 9:59 AM PST

Filename: 2.05 CAP_FY_2021-22.HDCS
ES/JK



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ADMINISTRATION AND FINANCE

FROM: ELENA STOIAN, EXECUTIVE DIRECTOR ^{DS}
BUDGET ADMINISTRATION AND OPERATIONS *ES*

SUBJECT: SAN FRANCISCO STATE UNIVERSITY CHILDREN'S CAMPUS –
COST ALLOCATION PLAN FISCAL YEAR 2021-22

The San Francisco State University Children's Campus (Children's Campus) Cost Allocation Plan for fiscal year 2021-22 is attached for your review and approval. Requirements of the Cost Allocation Plan are set forth in CSU Policy 3552.01. It is required that the campus CFO, or designee, annually approve and ensure 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, if any, to the University.

Our analysis indicated that \$77,466 is due to the University from Children's Campus for fiscal year 2021-22 as compared to \$82,277 in fiscal year 2020-21.

Your signature below will address the requirement that each Cost Allocation Plan be 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
- Cristal Wallin, Chief of Staff & Director of Operations, SAEM
- Eugene Chelberg, Associate Vice President for Student Affairs, SAEM
- Allison Guerra, Interim Director, Children's Campus
- Mirel Tikkanen, Senior Budget Officer

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 2021-22 is approved:

DocuSigned by:

Jeff Wilson

Jeff Wilson

Vice President and Chief Financial Officer,
Administration and Finance

Date 01/22/2022 | 9:59 AM PST

Filename: 2.06 CAP_FY_2021-22.Childrens_Campus
ES/JK



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ADMINISTRATION AND FINANCE

FROM: ELENA STOIAN, EXECUTIVE DIRECTOR ^{DS}
BUDGET ADMINISTRATION AND OPERATIONS *ES*

SUBJECT: SAN FRANCISCO STATE UNIVERSITY PARKING AND TRANSPORTATION –
COST ALLOCATION PLAN FISCAL YEAR 2021-22

The San Francisco State University Parking and Transportation (Parking & Transportation) Cost Allocation Plan for fiscal year 2021-22 is attached for your review and approval. Requirements of the Cost Allocation Plan are set forth in CSU Policy 3552.01. It is required that the campus CFO, or designee, annually approve and ensure 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, if any, to the University.

Our analysis indicated that \$107,159 is due to the University from Parking & Transportation for fiscal year 2021-22 as compared to \$114,039 in fiscal year 2020-21.

Your signature below will address the requirement that each Cost Allocation Plan be 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
- Cristal Wallin, Chief of Staff & Director of Operations, SAEM
- Reggie Parson, Assistant Vice President for Campus Safety & Chief of Police
- Joy A. Manaois, Director of Operations & Finance, Division of Campus Safety
- Mirel Tikkanen, Senior Budget Officer, SAEM

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 2021-22 is approved:

^{DocuSigned by:}
Jeff Wilson
Jeff Wilson, Vice President & Chief Financial Officer
Administration & Finance

Date 01/22/2022 | 9:59 AM PST

Filename: 2.07 CAP_FY_2021-22.Pkg_and_Trans
ES/JK



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ADMINISTRATION AND FINANCE

FROM: ELENA STOIAN, EXECUTIVE DIRECTOR ^{DS}
BUDGET ADMINISTRATION AND OPERATIONS *ES*

SUBJECT: ASSOCIATED STUDENT, INC. AND STUDENT CENTER
COST ALLOCATION PLAN FISCAL YEAR 2021-22

The Associated Student, Inc. (ASI) and Student Center (CCSC) Cost Allocation Plan for fiscal year 2020-21 is attached for your review and approval. Requirements of the Cost Allocation Plan are set forth in CSU Policy 3552.01. It is required that the campus CFO, or designee, annually approve and ensure 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, if any, to the University.

Our analysis indicated that \$70,674 is due to the University from the ASI and CCSC for fiscal year 2021-22 as compared to \$74,734 in fiscal year 2020-21.

Your signature below will address the requirement that each Cost Allocation Plan be 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
- Cristal Wallin, Chief of Staff & Director of Operations, SAEM
- Tonne Sherrill, Executive Director, ASI
- Mirel Tikkanen, Senior Budget Officer

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 2021-22 is approved:

DocuSigned by:
Jeff Wilson
Jeff Wilson, Vice President and Chief Financial Officer
Administration and Finance

Date 01/22/2022 | 9:59 AM PST

Filename: 2.08 CAP_FY_2021-22_ASI_and_CCSC
ES/JK



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DATE: JANUARY 19, 2022

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

FROM: ELENA STOIAN, EXECUTIVE DIRECTOR ^{DS}
BUDGET ADMINISTRATION AND OPERATIONS *ES*

SUBJECT: SAN FRANCISCO STATE FOUNDATION – COST ALLOCATION PLAN FISCAL YEAR 2021-22

The San Francisco State Foundation Cost Allocation Plan for fiscal year 2021-22 is attached for your review and approval. Requirements of the Cost Allocation Plan are set forth in CSU Policy 3552.01. It is required that the campus CFO, or designee, annually approve and ensure 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, if any, to the University.

Our analysis indicated that \$19,805 is due to the University from the San Francisco State Foundation for fiscal year 2020-21 as compared to \$21,439 in fiscal year 2020-21.

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

- Jeff Jackanicz, 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 2021-22 is approved:

DocuSigned by:
Jeff Wilson
Jeff Wilson, Vice President and Chief Financial Officer
Administration and Finance

Date 01/22/2022 | 9:59 AM PST

Filename: CAP_FY_2021-22.Foundation
ES/JK



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DATE: JANUARY 25, 2022
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 2021-22

The San Francisco State University Corporation (UCorp) Cost Allocation Plan for the fiscal year 2021-22 is attached for your review and approval. Requirements of the Cost Allocation Plan are set forth 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, if any, to the University.

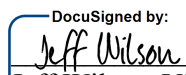
Our analysis indicated that \$128,350 is due to the University from the UCorp for the fiscal year 2021-22 compared to \$134,831 in the fiscal year 2020-21. *However, per ICSUAM 3552.01 "Cost Allocation Reimbursement plans for the CSU Operating Fund, section: 101 – Exchange of Values" an auxilliary organization may exchange the value of an activity which benefits the University with the reimbursement due to the University. UCorp has committed \$184,000 with the Blue Beyond Consulting firm for campus strategic planning; this offsets the amount due. Therefore \$0 is due to the University from the UCorp for the fiscal year 2021-22.*

Your signature below will address the requirement that each Cost Allocation Plan be 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 2021-22 is approved:

DocuSigned by:

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

Date 01/28/2022 | 12:03 PM PST

Filename: CAP_FY_2021-22.UCorp-REVISED
ES/JK/edc