



*Kankakee Community College*

**Fiscal Year 2016**

**July 1, 2015 - June 30, 2016**

**Budget**

**Community College District 520**

STATE OF ILLINOIS  
COMMUNITY COLLEGE DISTRICT #520

Annual Budget for Fiscal Year 2016

KANKAKEE COMMUNITY COLLEGE  
DISTRICT NO. 520  
100 COLLEGE DRIVE  
KANKAKEE, ILLINOIS 60901

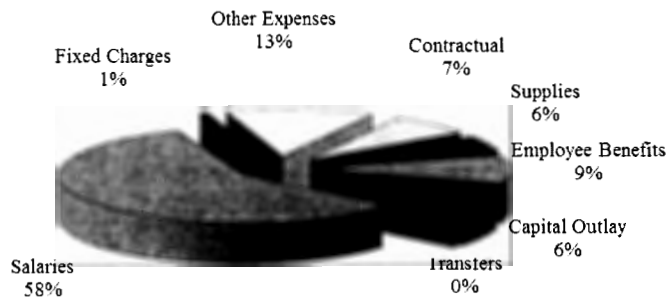
## INTRODUCTION TO THE FISCAL YEAR 2015-2016 BUDGET

The fiscal year 2016 budget plan reflects a continued commitment to enhance the quality of life through learning. The budget is prepared with input from budget managers' requests, the College's long-term and short-term planning objectives, preliminary information from the State of Illinois, estimates regarding assessed valuations for the College District, and many other resources. The process, due to revenue constraints and the College's commitment to meet its contractual obligations, requires prioritization and difficult choices among many good options. Decisions in this budget have been made with a view to assure the most effective utilization of institutional resources available for fiscal year 2016, and to provide the means necessary to accomplish institutional priorities.

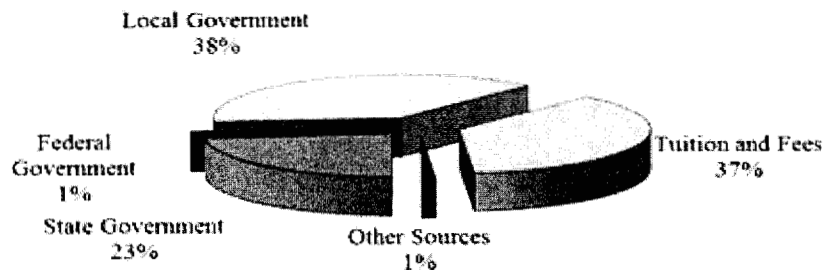
This publication of the Kankakee Community College annual budget for the year beginning July 1, 2015 and ending June 30, 2016, has been prepared to provide the Board, staff, students and the community-at-large with an informative financial statement. It represents the best information available as of August 3, 2015.

The following charts illustrate the revenues and expenditure of funds for the fiscal year 2016 general operating budget.

### FY2016 Budgeted Operating Expenditures



### FY2016 Budgeted Operating Revenues



**KANKAKEE COMMUNITY COLLEGE  
FISCAL YEAR 2016 BUDGET SUMMARY**

<u>Fund</u>	<u>Revenue</u>	<u>Bond Revenue Deferred for FY 2017</u>	<u>Net Revenue for FY 2016</u>	<u>Expenses</u>	<u>Revenue Over (Under)</u>
Education	21,839,949	750,000	21,089,949	21,725,249	(635,300)
Operations/Maintenance	4,426,665	1,000,000	3,426,665	3,915,388	(488,723)
Operations/Maintenance Restricted	4,971,880			4,937,500	34,380
Bond and Interest Fund	2,393,835			2,582,789	(188,954)
Athletics	511,533			511,533	0
Bookstore	2,814,994			2,564,083	250,911
Central Stores	20,000			20,000	0
Child Care	174,079			174,079	0
Fitness Center	15,000			10,690	4,310
Radio Station	104,503			104,503	0
Student Activities	234,684			234,684	0
Expanded (ALIVE)	56,260			56,260	0
Adult Ed Federal Basic	136,441			136,441	0
Adult Ed Performance Funds	143,040			143,040	0
Adult Ed Public Assistance	54,392			54,392	0
Adult Ed State Basic	153,406			153,406	0
Book in Hand	5,982			5,982	0
Community Foundation Literacy Project	2,500			2,500	0
Direct Student Loans	7,000,000			7,000,000	0
Dollar General Literacy Project	8,000			8,000	0
Federal Work Study	128,074			128,074	0
IDOT Highway Construction Careers Training	556,377			556,377	0
IL Network For Advanced Manufacturi	67,646			67,646	0

<u>Fund</u>	<u>Revenue</u>	<u>Bond Revenue Deferred for FY 2017</u>	<u>Net Revenue for FY 2016</u>	<u>Expenses</u>	<u>Revenue Over (Under)</u>
Pell Grants	10,000,000			10,000,000	0
Carl D.Perkins Grant	252,295			252,295	0
Small Business Development Center	80,000			80,000	
Supplemental Education Opportunity Grant	143,701			143,701	0
TRIO Student Support Services	281,510			281,510	0
TRIO Talent Search	257,769			257,769	0
TRIO Upward Bound Grant	347,834			347,834	0
United Way Grant- Kankakee	10,000			10,000	0
United Way Grant- Iroquois	4,000			4,000	0
Workforce Investment Act	1,004,629			1,004,629	0
Youth Program Services	317,000			317,000	0
Liability, Protection & Settlement	1,106,941			959,086	147,855
Audit	45,680			50,000	(4,320)

**FISCAL YEAR 2016 BUDGET**

Summary and Comparison with Fiscal Year 2015

REVENUE BY MAJOR SOURCE GROUP

OPERATIONS FUND

<u>Description</u>	<u>FY15 Budget</u>	<u>FY16 Budget</u>	<u>% Change</u>
Local Sources	\$6,258,222	\$9,898,725	58.17%
State Sources	7,182,667	6,080,611	-15.34%
Federal Sources	154,901	129,426	-16.45%
Tuition & Fees	9,866,986	9,287,689	-5.87%
Sales & Service Charges	6,500	4,863	-25.18%
Facilities Rental	116,499	148,210	27.22%
Interest	42,066	40,900	-2.77%
Other Income	<u>50,223</u>	<u>42,900</u>	-14.58%
 SUBTOTAL	 23,678,064	 25,633,324	 8.26%
Transfers In	<u>837,073</u>	<u>633,290</u>	
 TOTAL OPERATIONS	 <u>\$24,515,137</u>	 <u>\$26,266,614</u>	

AUXILIARY FUND

Federal Sources	\$11,000	\$8,000	-27.27%
Student Fees	692,596	602,099	-13.07%
Sales & Service Charges	3,202,734	2,966,840	-7.37%
Interest	8,231	15,404	87.15%
Other Income	<u>106,600</u>	<u>127,000</u>	19.14%
 SUBTOTAL	 4,021,161	 3,719,343	 -7.51%
Transfers In	<u>87,542</u>	<u>155,450</u>	
 TOTAL AUXILIARY	 <u>\$4,108,703</u>	 <u>\$3,874,793</u>	

## FISCAL YEAR 2016 BUDGET

Summary and Comparison with Fiscal Year 2015

### EXPENDITURES BY MAJOR PROGRAM GROUP

#### OPERATIONS FUND

<u>Description</u>	<u>FY15 Budget</u>	<u>FY16 Budget</u>	<u>% Change</u>
Instruction	\$9,274,876	\$9,355,012	0.86%
Academic Support	1,612,937	1,875,855	16.30%
Student Services	1,729,122	1,726,789	-0.13%
Public Service/Continuing Ed.	526,785	505,178	-4.10%
Institutional Support	8,869,170	8,723,580	-1.64%
Physical Plant Maintenance	3,868,139	3,436,723	-11.15%
Chargebacks	<u>8,000</u>	<u>12,500</u>	56.25%
SUBTOTAL	25,889,030	25,635,637	-0.98%
Transfers Out	<u>0</u>	<u>5,000</u>	
TOTAL OPERATIONS	<u>\$25,889,030</u>	<u>\$25,640,636</u>	

#### AUXILIARY FUND

Bookstore	\$2,639,017	\$2,408,633	-8.73%
Athletics	513,583	511,533	-0.40%
Student Activities	193,029	234,684	21.58%
Central Stores	25,000	20,000	-20.00%
Child Care Center	167,635	174,079	3.84%
Radio Station	191,358	104,503	-45.39%
Fitness Center	0	10,690	100.00%
SUBTOTAL	<u>3,729,622</u>	<u>3,464,121</u>	-7.12%
Transfers Out	<u>87,542</u>	<u>155,450</u>	
TOTAL AUXILIARY	<u>\$3,817,164</u>	<u>\$3,619,571</u>	

**FISCAL YEAR 2016 BUDGET**

Summary and Comparison with Fiscal Year 2015

**EXPENDITURES BY MAJOR EXPENDITURE GROUP**

**OPERATIONS FUND**

<u>Description</u>	<u>FY15 Budget</u>	<u>FY16 Budget</u>	<u>% Change</u>
Wages	\$14,586,498	\$14,923,200	2.31%
Fringe Benefits	2,103,192	2,206,544	4.91%
Contractual Expenses	1,965,089	1,844,753	-6.12%
Supplies and Materials	1,454,321	1,435,346	-1.30%
Travel and Meetings	364,438	462,567	26.93%
Fixed Charges	178,242	160,470	-9.97%
Utilities	1,004,369	981,662	-2.26%
Capital Outlay	2,470,036	1,682,306	-31.89%
Other Expenses	<u>1,762,844</u>	<u>1,938,788</u>	9.98%
 SUBTOTAL	 25,889,030	 25,635,637	 -0.98%
 Transfers to Other Funds	 <u>0</u>	 <u>5,000</u>	
 TOTAL OPERATIONS	 <u>\$25,889,030</u>	 <u>\$25,640,637</u>	

**AUXILIARY FUND**

Wages	\$551,898	\$583,451	5.72%
Fringe Benefits	75,818	66,889	-11.78%
Contractual Expenses	239,007	183,364	-23.28%
Supplies and Materials	2,409,048	2,318,835	-3.74%
Travel and Meetings	174,322	167,152	-4.11%
Fixed Charges	13,723	14,068	2.51%
Utilities	5,998	8,574	42.95%
Capital Outlay	16,988	2,150	-87.34%
Other Expenses	<u>242,820</u>	<u>119,638</u>	-50.73%
 SUBTOTAL	 3,729,622	 3,464,121	 -7.12%
 Transfers to Other Funds	 <u>87,542</u>	 <u>155,450</u>	
 TOTAL AUXILIARY	 <u>\$3,817,164</u>	 <u>\$3,619,571</u>	



**KANKAKEE COMMUNITY COLLEGE  
SUMMARY OF FISCAL YEAR 2016 BUDGET BY FUND**

	<u>General</u>			<u>Special Revenue</u>		
	<u>Education Fund</u>	<u>Operations and Maintenance Fund</u>	<u>Public Building Commission Operation &amp; Maintenance Fund</u>	<u>Restricted Purposes Fund *</u>	<u>Audit Fund</u>	<u>Liability, Protection, and Settlement Fund</u>
Beginning Balance	\$7,577,353	\$4,407,621	0	0	\$70,691	\$877,401
Budgeted Revenues	21,206,659	4,426,665	0	21,010,856	45,680	1,106,941
Budgeted Expenditures	21,725,249	3,910,388	0	21,010,856	50,000	959,086
Budgeted Transfers from (to) Other Funds	633,290	(5,000)	0	0	0	0
Budgeted Ending Balance	\$7,692,053	\$4,918,898	0	0	\$66,371	\$1,025,256
	<u>Debt Service</u>		<u>Capital Projects</u>		<u>Proprietary Fund</u>	
	<u>Bond and Interest Fund</u>	<u>Public Building Commission Rental Fund</u>	<u>Operations and Maintenance Fund (Restricted)</u>	<u>Building Bond Proceeds Fund</u>	<u>Auxilliary Enterprises Fund</u>	
Beginning Balance	\$1,271,739	0	\$3,104,238	0	\$7,101,035	
Budgeted Revenues	2,393,835	0	4,966,880	0	3,874,793	
Budgeted Expenditures	2,582,789	0	4,937,500	0	3,619,571	
Budgeted Transfers from (to) Other Funds	0	0	5,000	0	0	
Budgeted Ending Balance	\$1,082,785	0	\$3,138,618	0	\$7,356,257	

**SUMMARY OF FISCAL YEAR 2016 ESTIMATED REVENUES  
KANKAKEE COMMUNITY COLLEGE DISTRICT NO. 520**

	<u>Education Fund</u>	<u>Operations and Maintenance Fund</u>	<u>Public Building Commission Operation and Maintenance Fund</u>	<u>Total Operating Funds</u>
<b><u>OPERATING REVENUES BY SOURCE</u></b>				
Local Government:				
Local Taxes	6,028,353	3,295,824	0	9,324,177
Personal Property Replacement	488,366	86,182		574,548
Chargeback Revenue	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>TOTAL LOCAL GOVERNMENT</b>	<b><u>6,516,719</u></b>	<b><u>3,382,006</u></b>	<b><u>0</u></b>	<b><u>9,898,725</u></b>
State Government:				
ICCB Base Operating Grant	2,377,933	125,154	0	2,503,087
ICCB Equalization Grant	3,010,451	334,495	0	3,344,946
ICCB Career & Technical Education Grant	221,178	0	<u>0</u>	221,178
ICECF Grant - Door Security	0	0		0
ICCB Performance Grant	11,400			11,400
ICCB Veterans Grant	0	0		0
Other-DCEO EEPS	<u>0</u>	<u>0</u>		<u>0</u>
<b>TOTAL STATE GOVERNMENT</b>	<b><u>5,620,962</u></b>	<b><u>459,649</u></b>	<b><u>0</u></b>	<b><u>6,080,611</u></b>
Federal Government:				
Other-Indirect Cost Reimbursement	129,426	0	<u>0</u>	129,426
<b>TOTAL FEDERAL GOVERNMENT</b>	<b><u>129,426</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>129,426</u></b>
Student Tuition Fees:				
Tuition	8,163,103	406,332	0	8,569,435
Fees	717,254	0	0	717,254
Other Student Assessments	<u>1,000</u>	<u>0</u>	<u>0</u>	<u>1,000</u>
<b>TOTAL TUITION AND FEES</b>	<b><u>8,881,357</u></b>	<b><u>406,332</u></b>	<b><u>0</u></b>	<b><u>9,287,689</u></b>
Other Sources:				
Sales and Service Fees	4,863	0	0	4,863
Facilities Revenue	0	148,210	0	148,210
Interest and Investment Revenue	23,232	17,668	0	40,900
Nongovernmental Grants	0	0	0	0
Transfers In	633,290	0	0	633,290
Miscellaneous	<u>30,100</u>	<u>12,800</u>	<u>0</u>	<u>42,900</u>
<b>TOTAL OTHER SOURCES</b>	<b><u>691,485</u></b>	<b><u>178,678</u></b>	<b><u>0</u></b>	<b><u>870,163</u></b>
<b>TOTAL 2016 BUDGETED REVENUE</b>	<b><u>21,839,949</u></b>	<b><u>4,426,665</u></b>	<b><u>0</u></b>	<b><u>26,266,614</u></b>
Less Nonoperating Items*:				
Tuition Chargeback Revenue	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>ADJUSTED REVENUE</b>	<b><u>21,839,949</u></b>	<b><u>4,426,665</u></b>	<b><u>0</u></b>	<b><u>26,266,614</u></b>

\*Interdistrict revenues that do not generate related local district credit hours are subtracted to allow for statewide comparisons.

**SUMMARY OF FISCAL YEAR 2016 OPERATING BUDGETED EXPENDITURES  
KANKAKEE COMMUNITY COLLEGE DISTRICT NO. 520**

<u>BY PROGRAM</u>	Education Fund	Operations and Maintenance Fund	Public Building Commission Operation and Maintenance Fund	Total Operating Funds	%
Instruction	9,355,012	0	0	9,355,012	36.49%
Academic Support	1,875,855	0	0	1,875,855	7.32%
Student Services	1,726,789	0	0	1,726,789	6.73%
Public Service/Continuing Education	505,178	0	0	505,178	1.97%
Operations & Maint. Of Plant		3,436,723	0	3,436,723	13.40%
Institutional Support	8,249,915	473,665	0	8,723,580	34.02%
Scholarships, Student Grants and Waivers	12,500	0	0	12,500	0.05%
 INTERFUND TRANSFERS	<u>0</u>	<u>5,000</u>	<u>0</u>	<u>5,000</u>	<u>0.02%</u>
 TOTAL 2016 BUDGETED EXPENDITURES	<u>21,725,249</u>	<u>3,915,388</u>	<u>0</u>	<u>25,640,637</u>	<u>100.00%</u>
Less Nonoperating Items*:					
Tuition Chargeback	(12,500)	0		(12,500)	
Instructional Service Contracts	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
 ADJUSTED EXPENDITURES	<u>21,712,749</u>	<u>3,915,388</u>	<u>0</u>	<u>25,628,137</u>	
 <u>BY OBJECT</u>					
Salaries	13,671,931	1,251,269	0	14,923,200	58.20%
Employee Benefits	1,984,690	221,854	0	2,206,544	8.61%
Contractual Services	1,537,528	307,225	0	1,844,753	7.19%
General Materials & Supplies	1,169,246	266,100	0	1,435,346	5.60%
Travel and Conference/ Meeting Expenses	453,967	8,600	0	462,567	1.80%
Fixed Charges	20,510	139,960	0	160,470	0.63%
Utilities	81,688	899,974	0	981,662	3.83%
Capital Outlay	877,700	804,606	0	1,682,306	6.56%
Other	1,927,988	10,800	0	1,938,788	7.56%
Provision for Contingency**	2,172,525	391,539		2,564,064	0.00%
		0			
 INTERFUND TRANSFERS	<u>0</u>	<u>5,000</u>	<u>0</u>	<u>5,000</u>	<u>0.02%</u>
 TOTAL 2016 BUDGETED EXPENDITURES	<u>21,725,249</u>	<u>3,915,388</u>	<u>0</u>	<u>25,640,637</u>	<u>100.00%</u>
Less Nonoperating items*:					
Tuition Chargeback	(12,500)			(12,500)	
Instructional Service Contracts	<u>0</u>	<u>0</u>		<u>0</u>	
 ADJUSTED EXPENDITURES	<u>21,712,749</u>	<u>3,915,388</u>	<u>0</u>	<u>25,628,137</u>	

\*Interdistrict expenses that do not generate related local college credit hours are subtracted to allow for statewide comparisons.

\*\* Due to the uncertainty of whether contingency will be used, it is not included in total expenditures.

FISCAL YEAR 2016 BUDGETED EXPENDITURES

<u>EDUCATION FUND</u>	<u>Appropriations</u>	<u>Totals</u>
<b>INSTRUCTION</b>		
Salaries	8,141,364	
Employee Benefits	15,895	
Contractual Services	338,743	
General Materials and Supplies	339,739	
Travel and Conference/Meeting Expenses	140,264	
Fixed Charges	20,410	
Utilities	31,982	
Capital Outlay	171,274	
Other	<u>155,340</u>	9,355,012
<b>ACADEMIC SUPPORT</b>		
Salaries	1,051,680	
Employee Benefits	0	
Contractual Services	370,841	
General Materials and Supplies	201,381	
Travel and Conference/Meeting Expenses	10,025	
Fixed Charges	0	
Utilities	7,752	
Capital Outlay	233,126	
Other	<u>1,050</u>	1,875,855
<b>STUDENT SERVICES</b>		
Salaries	1,537,577	
Employee Benefits	0	
Contractual Services	26,409	
General Materials and Supplies	94,655	
Travel and Conference/Meeting Expenses	41,450	
Fixed Charges	0	
Utilities	17,598	
Capital Outlay	9,100	
Other	<u>0</u>	1,726,789
<b>PUBLIC SERVICE/CONTINUING EDUCATION</b>		
Salaries	327,292	
Employee Benefits	0	
Contractual Services	67,350	
General Materials and Supplies	36,650	
Travel and Conference/Meeting Expenses	17,300	
Fixed Charges	0	
Utilities	2,052	
Capital Outlay	0	
Other	<u>54,534</u>	505,178

FISCAL YEAR 2016 BUDGETED EXPENDITURES  
(continued)

<u>EDUCATION FUND</u>	<u>Appropriations</u>	<u>Totals</u>
<b>INSTITUTIONAL SUPPORT</b>		
Salaries	2,614,019	
Employee Benefits	1,968,795	
Contractual Services	734,185	
General Materials and Supplies	496,821	
Travel and Conference/Meeting Expenses	244,928	
Fixed Charges	100	
Utilities	22,304	
Capital Outlay	464,200	
Other	1,704,564	
Provision for Contingency**	<u>2,172,525</u>	8,249,915
<b>SCHOLARSHIPS, STUDENT GRANTS AND WAIVERS</b>		
Salaries	0	
Employee Benefits	0	
Contractual Services	0	
General Materials and Supplies	0	
Travel and Conference/Meeting Expenses	0	
Fixed Charges	0	
Utilities	0	
Capital Outlay	0	
Other	<u>12,500</u>	12,500
<b>INTERFUND TRANSFERS</b>		<u>0</u>
<b>GRAND TOTAL</b>		<u>21,725,249</u>

\*\* Due to the uncertainty of whether contingency will be used, it is not included in total expenditures.

FISCAL YEAR 2016 BUDGETED EXPENDITURES

<u>OPERATIONS AND MAINTENANCE FUND</u>	<u>Appropriations</u>	<u>Totals</u>
<b>OPERATIONS AND MAINTENANCE OF PLANT</b>		
Salaries	1,251,269	
Employee Benefits	0	
Contractual Services	144,225	
General Materials and Supplies	266,100	
Travel and Conference/Meeting Expenses	8,600	
Fixed Charges	61,949	
Utilities	899,974	
Capital Outlay	804,606	
Other	<u>0</u>	3,436,723
<b>INSTITUTIONAL SUPPORT</b>		
Salaries	0	
Employee Benefits	221,854	
Contractual Services	163,000	
General Materials and Supplies	0	
Travel and Conference/Meeting Expenses	0	
Fixed Charges	78,011	
Utilities	0	
Capital Outlay	0	
Other	10,800	
Provision for Contingency**	<u>391,539</u>	473,665
<b>INTERFUND TRANSFERS</b>		<u>5,000</u>
<b>GRAND TOTAL</b>		<u>3,915,388</u>

\*\* Due to the uncertainty of whether contingency will be used, it is not included in total expenditures.

FISCAL YEAR 2016 BUDGETED REVENUES

<u>OPERATIONS AND MAINTENANCE FUND (Restricted)</u>	<u>Revenues</u>	<u>Totals</u>
Local Governmental Sources	462,500	462,500
State Governmental Sources	4,500,000	4,500,000
Federal Governmental Sources	0	0
Other Sources	0	
Student Tuition and Fees	0	
Sales and Service Fees	0	
Facilities Revenue	0	
Investment Revenue	4,380	
Nongovernmental Gifts, Scholarships, Grants, and Bequests	0	
Other	0	4,380
TRANSFERS		<u>5,000</u>
GRAND TOTAL		<u>4,971,880</u>

FISCAL YEAR 2016 BUDGETED EXPENDITURES

<u>OPERATIONS AND MAINTENANCE FUND (Restricted)</u>	<u>Appropriations</u>	<u>Totals</u>
Salaries	0	
Employee Benefits	0	
Contractual Services	120,000	
General Materials and Supplies	0	
Travel and Conference/Meeting Expenses	0	
Fixed Charges	0	
Utilities	0	
Capital Outlay	4,817,500	
Other	<u>0</u>	<u>4,937,500</u>
TRANSFERS		0
GRAND TOTAL		<u>4,937,500</u>

FISCAL YEAR 2016 BUDGETED REVENUES

<u>AUXILIARY ENTERPRISES FUND</u>	<u>Revenues</u>	<u>Totals</u>
Local Governmental Sources	0	
Sales and Service Fee Sources	2,966,840	
Investment Revenue Sources	15,404	
Nongovernmental Gifts, Grants, and Bequests Sources	0	
Other Sources	0	
Federal Nutrition Grant	8,000	
Student Fees	602,099	
Other Sources	<u>127,000</u>	3,719,343
INTERFUND TRANSFERS	<u>155,450</u>	<u>155,450</u>
GRAND TOTAL		<u>3,874,793</u>

FISCAL YEAR 2016 BUDGETED EXPENDITURES

<u>AUXILIARY ENTERPRISES FUND</u>	<u>Appropriations</u>	<u>Totals</u>
Salaries	583,451	
Employee Benefits	66,889	
Contractual Services	183,364	
General Materials and Supplies	2,318,835	
Travel and Conference/Meeting Expenses	167,152	
Fixed Charges	14,068	
Utilities	8,574	
Capital Outlay	2,150	
Other	119,638	
Provision for Contingency**	361,957	3,464,121
INTERFUND TRANSFERS	<u>155,450</u>	<u>155,450</u>
GRAND TOTAL		<u>3,619,571</u>

\*\* Due to the uncertainty of whether contingency will be used, it is not included in total expenditures.



FISCAL YEAR 2016 BUDGETED REVENUES

<u>BOND AND INTEREST FUND</u>	<u>Revenues</u>	<u>Totals</u>
Local Governmental Sources		
Local Taxes	2,393,285	
Chargeback Revenue	0	
Other	0	2,393,285
Other Sources		
Investment Revenue	550	
Other	<u>0</u>	<u>550</u>
GRAND TOTAL		<u>2,393,835</u>

FISCAL YEAR 2016 BUDGETED EXPENDITURES

<u>BOND AND INTEREST FUND</u>	<u>Appropriations</u>	<u>Totals</u>
INSTITUTIONAL SUPPORT		
Debt Principal Retirement	2,260,000	
Interest (on Bonds)	321,289	
Other Fixed Charges	<u>1,500</u>	<u>2,582,789</u>
GRAND TOTAL		<u>2,582,789</u>

FISCAL YEAR 2016 BUDGETED REVENUES

<u>RESTRICTED PURPOSES FUND</u>	<u>Revenues</u>	<u>Totals</u>
Local Governmental Sources	0	0
State Governmental Sources		
ICCB Grants	907,215	
Department of Corrections	0	
ISBE Grants	252,295	
Department of Veterans Affairs	0	
Illinois Student Assistance Commission	0	
Other Illinois Government Sources	56,260	1,215,770
Federal Governmental Sources		
Department of Education	18,295,329	
Department of Labor	1,469,275	
Department of Health and Human Services	0	
Other Federal Governmental Sources	0	19,764,604
Other Sources		
Student Tuition and Fees		
Sales and Service Fees	0	
Facilities Revenue	0	
Investment Revenue	0	
Nongovernmental Gifts, Scholarships, Grants, and Bequests	30,482	30,482
Other Revenue	0	
INTERFUND TRANSFERS	0	<u>0</u>
GRAND TOTAL		<u>21,010,856</u>

FISCAL YEAR 2016 BUDGETED EXPENDITURES

<u>RESTRICTED PURPOSES FUND</u>	<u>Appropriations</u>	<u>Totals</u>
<b>INSTRUCTION</b>		
Salaries	489,285	
Employee Benefits	82,653	
Contractual Services	4,120	
General Materials and Supplies	104,912	
Travel and Conference/Meeting Expenses	24,806	
Fixed Charges	18,240	
Utilities	200	
Capital Outlay	96,800	
Other	5,300	826,316
<b>ACADEMIC SUPPORT</b>		
Salaries	46,132	
Employee Benefits	21,514	
Contractual Services	0	
General Materials and Supplies	0	
Travel and Conference/Meeting Expenses	0	
Fixed Charges	0	
Utilities	0	
Capital Outlay	0	
Other	0	67,646
<b>STUDENT SERVICES</b>		
Salaries	163,255	
Employee Benefits	50,705	
Contractual Services	0	
General Materials and Supplies	19,500	
Travel and Conference/Meeting Expenses	14,030	
Fixed Charges	0	
Utilities	1,500	
Capital Outlay	0	
Other	32,520	281,510
<b>PUBLIC SERVICE/CONTINUING EDUCATION</b>		
Salaries	1,071,634	
Employee Benefits	338,303	
Contractual Services	199,634	
General Materials and Supplies	70,278	
Travel and Conference/Meeting Expenses	34,315	
Fixed Charges	22,397	
Utilities	10,036	
Capital Outlay	0	
Other	817,012	2,563,609

FISCAL YEAR 2016 BUDGETED EXPENDITURES  
(continued)

<u>RESTRICTED PURPOSES FUND</u>	Appropriations	Totals
<b>INSTITUTIONAL SUPPORT</b>		
Salaries	0	
Employee Benefits	0	
Contractual Services	0	
General Materials and Supplies	0	
Travel and Conference/Meeting Expenses	0	
Fixed Charges	0	
Utilities	0	
Capital Outlay	0	
Other	0	0
<b>SCHOLARSHIPS, STUDENT GRANTS AND WAIVERS</b>		
Salaries	121,975	
Employee Benefits	0	
Contractual Services	0	
General Materials and Supplies	0	
Travel and Conference/Meeting Expenses	0	
Fixed Charges	0	
Utilities	0	
Capital Outlay	0	
Other	17,149,800	17,271,775
<b>INTERFUND TRANSFERS</b>		<u>0</u>
<b>GRAND TOTAL</b>		<u>21,010,856</u>

FISCAL YEAR 2016 BUDGETED REVENUES

<u>AUDIT FUND</u>	<u>Revenues</u>	<u>Totals</u>
Local Governmental Sources		
Local Taxes	45,548	
Chargeback Revenue	0	
Other	0	45,548
Other Sources		
Grant Administrative Fees	0	
Investment Revenue	132	
Other	<u>0</u>	<u>132</u>
GRAND TOTAL		<u>45,680</u>

FISCAL YEAR 2016 BUDGETED EXPENDITURES

<u>AUDIT FUND</u>	<u>Appropriations</u>	<u>Totals</u>
Contractual Services		
Audit Services	50,000	
Consultants	0	
Architectural Services	0	
Maintenance Services	0	
Legal Services	0	
Office Services	0	
Instructional Service Contracts	0	
Other Contractual Services	0	
Other	<u>0</u>	<u>50,000</u>
GRAND TOTAL		<u>50,000</u>

FISCAL YEAR 2016 BUDGETED REVENUES

<u>LIABILITY, PROTECTION, AND SETTLEMENT FUND</u>	<u>Revenues</u>	<u>Totals</u>
Local Governmental Sources		
Local Taxes	1,105,415	
Chargeback Revenue	0	
Other	0	1,105,415
Other Sources		
Investment Revenue	1,526	
Other	<u>0</u>	<u>1,526</u>
GRAND TOTAL		<u>1,106,941</u>

FISCAL YEAR 2016 BUDGETED EXPENDITURES

<u>LIABILITY, PROTECTION, AND SETTLEMENT FUND</u>	<u>Appropriations</u>	<u>Totals</u>
Salaries	291,076	
Employee Benefits	342,715	
Contractual Services	241,134	
General Materials and Supplies	17,300	
Travel	7,400	
Fixed Charges	49,753	
Utilities	3,708	
Capital Outlay	6,000	
Other	<u>0</u>	<u>959,086</u>
GRAND TOTAL		<u>959,086</u>

## Illinois Community College Board

### FUND DEFINITIONS

Financial administration requires that each transaction be identified for administrative and accounting purposes. The first identification is by "fund" which is an independent fiscal and accounting entity, requiring its own set of books in accordance with special regulations, restrictions and limitations that earmark each fund for a specific activity or for attaining certain objectives. Each fund must be so accounted for that the identity of its resources and obligations and its revenues and expenditures is continually maintained.

#### Education Fund

The Education Fund is established by Section 3-1 of the *Public Community College Act* and is the most active of those maintained by the College. All transactions, which relate directly to the instructional program, are recorded here along with transactions involving Academic Support, Student Services, Public Services/Continuing Education, General Administration and Institutional Support. The sources of revenue credited to the Education Fund are local Education Fund tax levies, student tuition, state support, out-of-district chargebacks, state and federal monies for reimbursable programs and other revenue.

#### Operations and Maintenance Fund - Operational

The Operations and Maintenance fund is established by Section 3-1 and Section 3-20.3 of the *Public Community College Act* and is used to account for expenditures resulting from facilities improvements and operation and maintenance of plant. Local Operations and Maintenance Fund tax levies and Corporate Personal Property Replacement Taxes provide the primary means of financing the operation of this fund.

#### Operations and Maintenance Fund - Restricted

This fund is used to account for monies restricted for building purposes and site acquisition.

#### Bond and Interest Fund

The Bond and Interest Fund is established by Section 3A-1 of the *Public Community College Act*. This fund is used to account for payment of principal, interest, and related charges on any outstanding bonds.

#### Auxiliary Enterprises Fund

The Auxiliary Enterprises Fund is established by Section 3-31.1 of the *Public Community College Act* and accounts for college services where a fee is charged to students/staff. Each enterprise/service should be accounted for separately using a group of self-balancing accounts within the fund. Examples of accounts in this fund include bookstores, childcare, and intercollegiate athletics.

Illinois Community College Board

FUND DEFINITIONS

(continued)

Restricted Purposes Fund

The Restricted Purposes Fund, established by ICCB Rules 1501.508 and 1501.509, is for the purpose of accounting for monies that have restrictions regarding their use. Each specific project should be accounted for separately using a complete group of self-balancing accounts within the Restricted Purposes Fund.

Audit Fund

The Audit Fund is established by 50 ILCS 310/9 of Illinois Compiled Statutes for recording the payment of auditing expenses. The audit tax levy should be recorded in this fund, and monies in this fund only should be used for the payment of auditing expenses.

Liability, Protection and Settlement Fund

This fund is established pursuant to 745 ILCS 10/9-107 and 40 ILCS 5/21-110.1 of the Illinois Compiled Statutes. The tort liability and Medicare insurance/FICA tax levies should be recorded in this fund. The monies in this fund, including interest earned on the assets of this fund, should be used only for the purposes authorized under 745 ILCS 10/9-107, for example, the payment of tort liability, unemployment, or worker's compensation insurance or claims, or 40 ILCS 5/21-110.1, i.e., the cost of participation in the federal Medicare/Social Security programs. Revenue and expenditures for each type of insurance coverage should be accounted for separately using a complete set of self-balancing accounts within the Liability, Protection, and Settlement Fund.



## Illinois Community College Board

### REVENUE DEFINITIONS

#### Local Support

Revenues from district taxes, from chargebacks, and from all governmental agencies below the state level.

#### State Support

State revenues from all state governmental agencies. Major areas include credit hour grants and equalization.

#### Tuition and Fees

All tuition and fees, less refunds remissions and exemptions, assessed against students for educational and general purposes.

#### Other Revenue

Revenues which do not fit into specific revenue source categories, i.e., revenue from use of college facilities, revenue from refunds, revenue from investments, revenue from service fees and fines.

## Illinois Community College Board

### PROGRAM DEFINITIONS

#### Instruction

Instruction consists of those activities dealing directly with or aiding in the teaching of students or improving the quality of instruction. It includes the activities of the faculty in the transfer, career and evening programs (credit and equivalency) and all the supportive equipment, materials, supplies and costs that are necessary to implement the instructional program.

#### Academic Support

Academic Support includes activities designed to provide support services for the institution's primary missions of instruction, public service, and research. Academic support includes the operation of the library, educational media services, instructional materials center, and academic computing used in the learning process. It also includes expenditures for all equipment, materials, supplies, and costs that are necessary to support this function.

#### Student Services

Student Services provides assistance in the areas of admissions and records, counseling, testing, financial aid, placement and the administration of the Student Services program. It also includes all equipment, materials, supplies and costs that are necessary to support this function.

#### Public Services/Continuing Education

The Public Services/Continuing Education function includes the services provided to the general community, governmental agencies and business and industry for non-credit, continuing education and community service activities. Continuing education is considered to be those non-credit activities under Public Service which have been established to provide an educational service to the various members of the community, and are not part of degree credit or certificate credit curriculum. Continuing education includes but is not limited to professional review courses, workshops and seminars. Community services are those activities under Public Service concerned with making available to the public various resources and unique capabilities that exist within the institution. Examples of community service may be conference, and institutes, general advisory services and reference bureaus, urban affairs, international affairs, radio, television, consultation and similar activities which meet the test that the primary intent for establishment is to provide services which are beneficial to groups and individuals outside the institution.

Illinois Community College Board

PROGRAM DEFINITIONS

(continued)

Auxiliary Services

Auxiliary Services provides for the operation of the bookstore, student organizations, athletics and other related activities. It also includes all equipment, materials, supplies, and costs that are necessary to support this function. Activities included in Auxiliary Services should be self-supporting.

Operation and Maintenance of Plant

Operation of Plant consists of the custodial activities necessary in order to keep the physical facilities open and ready for use. Maintenance of plant consists of those activities necessary to keep the grounds, buildings and equipment operating efficiently. Costs also include all equipment, materials and supplies necessary to support this function.

Institutional Support

Institutional Support includes expenditures for central executive-level activities and administrative support services that benefit the entire institution. Examples include expenses for the Board of Trustees, executive management, community relations, administrative data processing, fiscal operations and general institution expenses including legal services, general insurance, building remodeling, and other items benefiting the institution.

## Illinois Community College Board

### OBJECT DEFINITIONS

#### Salaries

The compensation for services rendered by personnel employed by the College, as well as student help employed to complement the educational process and its supporting area.

#### Employee Benefits

The cost to the College for annual physical examinations, health, accident, long-term disability, life insurance and dental/optical reimbursements for its employees.

#### Contractual Services

Services contracted for by the College from organizations or businesses not on the payroll of the College. Included are fees paid to consultants (such as engineers or architects), lawyers and auditors. In addition, expenditures for equipment repairs and machine repairs and other items designated as contractual services.

#### Materials and Supplies

Expenditures for all supply items used by the College such as paper, printed materials, books, periodicals, computer software, postage, program brochures, advertising, vehicle supplies, and tools.

#### Conference and Meeting Expense

Expenditures incurred by the College personnel for travel in connection with the everyday activities of the College, such as instructors' travel to and from off-campus classes and articulation meetings with high schools by employees in Student Services. Travel to conventions, meetings, institutions and workshops by professional staff is also recorded here.

#### Fixed Charges

Obligations of the College for the rental of off-campus facilities, supportive computer equipment rentals, equipment and film rentals and property and casualty insurance.

Illinois Community College Board

OBJECT DEFINITIONS

(continued)

Utilities

Expenditures for utilities used by the College such as water, electricity, gas and telephone.

Capital Outlay

Expenditures resulting in the acquisition of capital assets or from initial or additional items of equipment, furniture and machines.

Other

All other expenditures not provided elsewhere in the object category series.