



Kankakee Community College

Fiscal Year 2021

July 1, 2020 - June 30, 2021

Budget

Community College District 520

STATE OF ILLINOIS
COMMUNITY COLLEGE DISTRICT #520

Annual Budget for Fiscal Year 2021

KANKAKEE COMMUNITY COLLEGE
DISTRICT NO. 520

100 COLLEGE DRIVE

KANKAKEE, ILLINOIS 60901

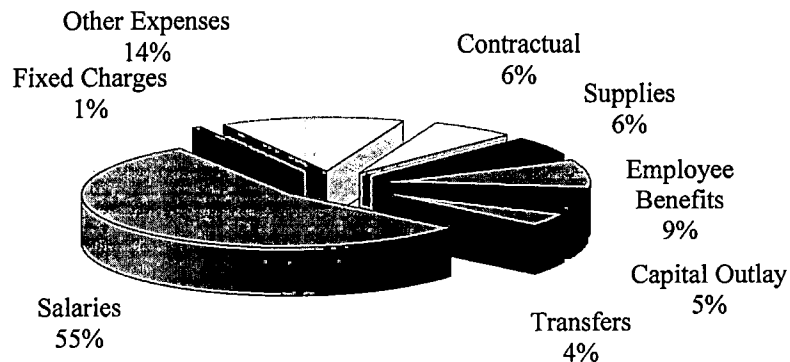
INTRODUCTION TO THE FISCAL YEAR 2020-2021 BUDGET

The fiscal year 2021 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 2021, and to provide the means necessary to accomplish institutional priorities.

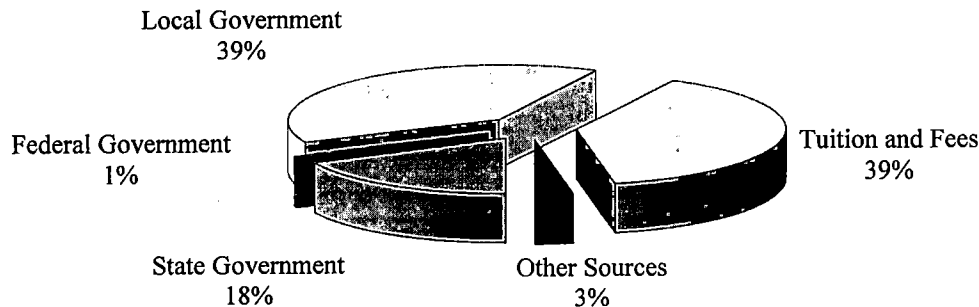
This publication of the Kankakee Community College budget for the year beginning July 1, 2020 and ending June 30, 2021, has been prepared to provide the Board, staff, students and the community-at-large with an informative financial statement. It represents the best information available as of June 25, 2020.

The following charts illustrate the revenues and expenditure of funds in the fiscal year 2021 general operating budget.

FY2021 Budgeted Operating Expenditures



FY2021 Budgeted Operating Revenue



**KANKAKEE COMMUNITY COLLEGE
FISCAL YEAR 2021 BUDGET SUMMARY**

<u>Fund</u>	<u>Revenue</u>	<u>Expenses</u>	<u>Revenue Over (Under)</u>
Education	17,722,774	19,752,688	(2,029,914)
Operations/Maintenance	2,581,057	4,272,025	(1,690,968)
Total Operating Funds	20,303,831	24,024,713	(3,720,882)
Operations/Maintenance Restricted	5,562,066	5,871,000	(308,934)
Bond and Interest Fund	2,551,187	2,617,780	(66,593)
Athletics	547,806	547,806	0
Bookstore	1,338,629	2,550,118	(1,211,489)
Central Stores	12,000	12,000	0
Fitness Center	11,172	9,162	2,010
Student Activities	313,869	313,869	0
Adult Ed Federal Basic	156,702	156,702	0
Adult Ed Performance Funds	93,744	93,744	0
Adult Ed State Basic	207,133	207,133	0
Adult Literacy Initiative (ALIVE)	55,000	55,000	0
Book in Hand	3,945	3,945	0
Community Foundation			
Literacy Project	2,500	2,500	0
Direct Student Loans	1,020,000	1,020,000	0
Federal Work Study	88,818	88,818	0
IDOT Highway Construction Careers			
Training	354,400	354,400	0
Innovative Bridge & Transition Program	39,604	39,604	0
Pell Grants	4,000,000	4,000,000	0
Carl D.Perkins Grant	237,155	237,155	0
Supplemental Education			
Opportunity Grant	110,982	110,982	0

TRIO Talent Search	288,000	288,000	0
TRIO Upward Bound Grant	367,226	367,226	0
United Way Grant- Kankakee	5,757	5,757	0
United Way Grant- Iroquois	750	750	0
CARES Institutional Share	320,000	320,000	0
CARES Student Share	565,000	565,000	0
Liability, Protection & Settlement	1,470,883	1,357,857	113,026
Audit	61,061	55,000	6,061

FISCAL YEAR 2021 BUDGET

Summary and Comparison with Fiscal Year 2020

REVENUE BY MAJOR SOURCE GROUP

OPERATIONS FUND

<u>Description</u>	<u>FY20 Budget</u>	<u>FY21 Budget</u>	<u>% Change</u>
Local Sources	\$7,583,493	\$7,950,268	4.84%
State Sources	3,965,830	3,643,521	-8.13%
Federal Sources	103,868	107,370	3.37%
Tuition & Fees	9,484,034	8,007,825	-15.57%
Sales & Service Charges	4,244	4,298	1.27%
Facilities Rental	205,220	224,638	9.46%
Interest	120,962	31,146	-74.25%
Other Income	<u>438,278</u>	<u>218,198</u>	-50.21%
SUBTOTAL	21,905,929	20,187,264	-7.85%
Transfers In	<u>668,079</u>	<u>116,567</u>	-82.55%
TOTAL OPERATIONS	<u>\$22,574,008</u>	<u>\$20,303,831</u>	

AUXILIARY FUND

Federal Sources	\$0	\$0	0.00%
Student Fees	554,895	597,530	7.68%
Sales & Service Charges	1,473,814	1,347,629	-8.56%
Interest	60,112	18,792	-68.74%
Other Income	<u>127,600</u>	<u>135,100</u>	5.88%
SUBTOTAL	2,216,421	2,099,051	-5.30%
Transfers In	<u>0</u>	<u>124,425</u>	
TOTAL AUXILIARY	<u>\$2,216,421</u>	<u>\$2,223,476</u>	

FISCAL YEAR 2021 BUDGET

Summary and Comparison with Fiscal Year 2020

EXPENDITURES BY MAJOR PROGRAM GROUP

OPERATIONS FUND

<u>Description</u>	<u>FY20 Budget</u>	<u>FY21 Budget</u>	<u>% Change</u>
Instruction	\$8,378,130	\$7,925,294	-5.40%
Academic Support	1,703,868	1,752,844	2.87%
Student Services	1,563,834	1,361,973	-12.91%
Public Service/Continuing Ed.	581,417	445,339	-23.40%
Institutional Support	9,128,385	8,724,830	-4.42%
Physical Plant Maintenance	3,158,374	2,814,433	-10.89%
Chargebacks	<u>0</u>	<u>0</u>	-
SUBTOTAL	24,514,008	23,024,713	-6.08%
Transfers Out	<u>0</u>	<u>1,000,000</u>	
TOTAL OPERATIONS	<u>\$24,514,008</u>	<u>\$24,024,713</u>	

AUXILIARY FUND

Bookstore	\$1,308,566	\$1,300,118	-0.65%
Athletics	\$481,511	\$547,806	13.77%
Student Activities	\$183,478	\$189,444	3.25%
Central Stores	\$18,000	\$12,000	-33.33%
Fitness Center	<u>\$10,118</u>	<u>\$9,162</u>	-9.45%
SUBTOTAL	2,022,773	2,058,530	1.77%
Transfers Out	<u>0</u>	<u>1,374,425</u>	
TOTAL AUXILIARY	<u>\$2,022,773</u>	<u>\$3,432,955</u>	

FISCAL YEAR 2021 BUDGET

Summary and Comparison with Fiscal Year 2020

EXPENDITURES BY MAJOR EXPENDITURE GROUP

OPERATIONS FUND

<u>Description</u>	<u>FY20 Budget</u>	<u>FY21 Budget</u>	<u>% Change</u>
Wages	\$13,915,339	\$13,209,414	-5.07%
Fringe Benefits	2,372,767	2,090,625	-11.89%
Contractual Expenses	1,532,413	1,574,640	2.76%
Supplies and Materials	1,433,485	1,379,223	-3.79%
Travel and Meetings	385,111	296,389	-23.04%
Fixed Charges	184,195	161,732	-12.20%
Utilities	910,349	872,803	-4.12%
Capital Outlay	1,831,678	1,188,025	-35.14%
Other Expenses	<u>1,948,671</u>	<u>2,251,862</u>	15.56%
 SUBTOTAL	 24,514,008	 23,024,713	 -6.08%
 Transfers to Other Funds	 <u>0</u>	 <u>1,000,000</u>	
 TOTAL OPERATIONS	 <u>\$24,514,008</u>	 <u>\$24,024,713</u>	

AUXILIARY FUND

Wages	\$362,993	\$362,893	-0.03%
Fringe Benefits	\$43,428	\$33,515	-22.83%
Contractual Expenses	\$120,576	\$144,516	19.85%
Supplies and Materials	\$1,238,637	\$1,248,540	0.80%
Travel and Meetings	\$167,167	\$176,417	5.53%
Fixed Charges	\$6,000	\$7,000	16.67%
Utilities	\$0	\$0	-
Capital Outlay	\$1,300	\$0	-100.00%
Other Expenses	<u>\$82,672</u>	<u>\$85,649</u>	3.60%
 SUBTOTAL	 2,022,773	 2,058,530	 1.77%
 Transfers to Other Funds	 <u>0</u>	 <u>1,374,425</u>	
 TOTAL AUXILIARY	 <u>\$2,022,773</u>	 <u>\$3,432,955</u>	

**KANKAKEE COMMUNITY COLLEGE
SUMMARY OF FISCAL YEAR 2021 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 & Maintenance Fund</u>	<u>Restricted Purposes Fund *</u>	<u>Audit Fund</u>	<u>Liability, Protection, and Settlement Fund</u>
Beginning Balance	\$6,488,175	\$5,279,664	0	0	\$79,262	\$2,257,900
Budgeted Revenues	17,606,207	2,581,057	0	7,916,716	61,061	1,470,883
Budgeted Expenditures	19,752,688	3,272,025	0	7,916,716	55,000	1,357,857
Budgeted Transfers from (to) Other Funds	116,567	(1,000,000)	0	0	0	0
Budgeted Ending Balance	\$4,458,261	\$3,588,696	0	0	\$85,323	\$2,370,926
	<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	\$1,275,605	0	\$1,737,880	0	\$7,328,828	
Budgeted Revenues	2,551,187	0	3,312,066	0	2,223,476	
Budgeted Expenditures	2,617,780	0	5,871,000	0	2,182,955	
Budgeted Transfers from (to) Other Funds	0	0	2,250,000	0	(1,250,000)	
Budgeted Ending Balance	\$1,209,012	0	\$1,428,946	0	\$6,119,349	

**SUMMARY OF FISCAL YEAR 2021 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>
<u>OPERATING REVENUES BY SOURCE</u>				
Local Government:				
Local Taxes	5,715,753	1,634,020	0	7,349,773
Personal Property Replacement	<u>510,421</u>	<u>90,074</u>		<u>600,495</u>
TOTAL LOCAL GOVERNMENT	<u>6,226,174</u>	<u>1,724,094</u>		<u>7,950,268</u>
State Government:				
ICCB Base Operating Grant	1,892,581	99,610	0	1,992,191
ICCB Equalization Grant	1,155,287	128,365	0	1,283,652
ICCB Career & Technical Education Grant	244,820	0	<u>0</u>	244,820
ICCB Small College Grant	32,258	0		32,258
ICCB Performance Grant	0			0
ICCB Veterans Grant	90,600			90,600
Other-DCEO EEPS	<u>0</u>	<u>0</u>		<u>0</u>
TOTAL STATE GOVERNMENT	<u>3,415,546</u>	<u>227,975</u>	<u>0</u>	<u>3,643,521</u>
Federal Government:				
Other-Indirect Cost Reimbursement	107,370	0	<u>0</u>	107,370
TOTAL FEDERAL GOVERNMENT	<u>107,370</u>	<u>0</u>	<u>0</u>	<u>107,370</u>
Student Tuition Fees:				
Tuition	6,943,732	316,033	0	7,259,765
Fees	747,859	0	0	747,859
Other Student Assessments	<u>200</u>	<u>0</u>	<u>0</u>	<u>200</u>
TOTAL TUITION AND FEES	<u>7,691,792</u>	<u>316,033</u>	<u>0</u>	<u>8,007,824</u>
Other Sources:				
Sales and Service Fees	4,298	0	0	4,298
Facilities Revenue	65,000	159,638	0	224,638
Interest and Investment Revenue	16,967	14,179	0	31,146
Nongovernmental Grants	0	5,000	0	5,000
Transfers In	116,567	0	0	116,567
Miscellaneous	<u>79,060</u>	<u>134,138</u>	<u>0</u>	<u>213,198</u>
TOTAL OTHER SOURCES	<u>281,892</u>	<u>312,955</u>	<u>0</u>	<u>594,847</u>
TOTAL 2021 BUDGETED REVENUE	<u>17,722,774</u>	<u>2,581,057</u>	<u>0</u>	<u>20,303,831</u>
Less Nonoperating Items*:				
Tuition Chargeback Revenue	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
ADJUSTED REVENUE	<u>17,722,774</u>	<u>2,581,057</u>	<u>0</u>	<u>20,303,831</u>

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

**SUMMARY OF FISCAL YEAR 2021 OPERATING BUDGETED EXPENDITURES
KANKAKEE COMMUNITY COLLEGE DISTRICT NO. 520**

<u>BY PROGRAM</u>	<u>Education Fund</u>	<u>Operations and Maintenance Fund</u>	<u>Public Building Commission Operation and Maintenance Fund</u>	<u>Total Operating Funds</u>	<u>%</u>
Instruction	7,925,294	0	0	7,925,294	32.99%
Academic Support	1,752,844	0	0	1,752,844	7.30%
Student Services	1,361,973	0	0	1,361,973	5.67%
Public Service/Continuing Education	445,339	0	0	445,339	1.85%
Operations & Maint. Of Plant		2,814,433	0	2,814,433	11.71%
Institutional Support	8,267,238	457,592	0	8,724,830	36.32%
Scholarships, Student Grants and Waivers	0		0	0	0.00%
 INTERFUND TRANSFERS	<u>0</u>	<u>1,000,000</u>	<u>0</u>	<u>1,000,000</u>	<u>4.16%</u>
 TOTAL 2021 BUDGETED EXPENDITURES	<u>19,752,688</u>	<u>4,272,025</u>	<u>0</u>	<u>24,024,713</u>	<u>100.00%</u>
Less Nonoperating Items*:					
Tuition Chargeback	0	0		0	0
Instructional Service Contracts	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
 ADJUSTED EXPENDITURES	<u>19,752,688</u>	<u>4,272,025</u>	<u>0</u>	<u>24,024,713</u>	
 <u>BY OBJECT</u>					
Salaries	12,048,207	1,161,207	0	13,209,414	54.98%
Employee Benefits	1,846,809	243,816	0	2,090,625	8.70%
Contractual Services	1,367,652	206,988	0	1,574,640	6.55%
General Materials & Supplies	1,135,448	243,775	0	1,379,223	5.74%
Travel and Conference/ Meeting Expenses	293,639	2,750	0	296,389	1.23%
Fixed Charges	10,756	150,976	0	161,732	0.67%
Utilities	7,750	865,053	0	872,803	3.63%
Capital Outlay	791,565	396,460	0	1,188,025	4.95%
Other	2,250,862	1,000	0	2,251,862	9.37%
Provision for Contingency**	1,975,269	427,203		2,402,471	0.00%
		0			
 INTERFUND TRANSFERS	<u>0</u>	<u>1,000,000</u>	<u>0</u>	<u>1,000,000</u>	<u>4.16%</u>
 TOTAL 2021 BUDGETED EXPENDITURES	<u>19,752,688</u>	<u>4,272,025</u>	<u>0</u>	<u>24,024,713</u>	<u>100.00%</u>
Less Nonoperating items*:					
Tuition Chargeback	0	0		0	
Instructional Service Contracts	<u>0</u>	<u>0</u>		<u>0</u>	
 ADJUSTED EXPENDITURES	<u>19,752,688</u>	<u>4,272,025</u>	<u>0</u>	<u>24,024,713</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 2021 BUDGETED EXPENDITURES

<u>EDUCATION FUND</u>	<u>Appropriations</u>	<u>Totals</u>
INSTRUCTION		
Salaries	7,264,974	
Employee Benefits	4,000	
Contractual Services	99,823	
General Materials and Supplies	326,222	
Travel and Conference/Meeting Expenses	102,254	
Fixed Charges	10,556	
Utilities	0	
Capital Outlay	113,565	
Other	<u>3,900</u>	7,925,294
ACADEMIC SUPPORT		
Salaries	1,063,692	
Employee Benefits	0	
Contractual Services	356,832	
General Materials and Supplies	221,950	
Travel and Conference/Meeting Expenses	23,620	
Fixed Charges	0	
Utilities	0	
Capital Outlay	86,000	
Other	<u>750</u>	1,752,844
STUDENT SERVICES		
Salaries	1,201,219	
Employee Benefits	0	
Contractual Services	35,500	
General Materials and Supplies	91,764	
Travel and Conference/Meeting Expenses	27,490	
Fixed Charges	0	
Utilities	6,000	
Capital Outlay	0	
Other	<u>0</u>	1,361,973
PUBLIC SERVICE/CONTINUING EDUCATION		
Salaries	273,493	
Employee Benefits	0	
Contractual Services	57,929	
General Materials and Supplies	61,900	
Travel and Conference/Meeting Expenses	11,325	
Fixed Charges	0	
Utilities	0	
Capital Outlay	0	
Other	<u>40,692</u>	445,339

FISCAL YEAR 2021 BUDGETED EXPENDITURES
(continued)

<u>EDUCATION FUND</u>	<u>Appropriations</u>	<u>Totals</u>
INSTITUTIONAL SUPPORT		
Salaries	2,244,829	
Employee Benefits	1,842,809	
Contractual Services	817,568	
General Materials and Supplies	433,612	
Travel and Conference/Meeting Expenses	128,950	
Fixed Charges	200	
Utilities	1,750	
Capital Outlay	592,000	
Other	2,205,520	
Provision for Contingency**	<u>1,975,269</u>	8,267,238
SCHOLARSHIPS, STUDENT GRANTS AND WAIVERS		
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>0</u>	0
INTERFUND TRANSFERS		<u>0</u>
GRAND TOTAL		<u>19,752,688</u>

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

FISCAL YEAR 2021 BUDGETED EXPENDITURES

<u>OPERATIONS AND MAINTENANCE FUND</u>	<u>Appropriations</u>	<u>Totals</u>
OPERATIONS AND MAINTENANCE OF PLANT		
Salaries	1,161,207	
Employee Benefits	0	
Contractual Services	116,988	
General Materials and Supplies	232,875	
Travel and Conference/Meeting Expenses	2,750	
Fixed Charges	44,100	
Utilities	865,053	
Capital Outlay	391,460	
Other	<u>0</u>	2,814,433
INSTITUTIONAL SUPPORT		
Salaries	0	
Employee Benefits	243,816	
Contractual Services	90,000	
General Materials and Supplies	10,900	
Travel and Conference/Meeting Expenses	0	
Fixed Charges	106,876	
Utilities	0	
Capital Outlay	5,000	
Other	1,000	
Provision for Contingency**	<u>427,203</u>	457,592
INTERFUND TRANSFERS		<u>1,000,000</u>
GRAND TOTAL		<u>4,272,025</u>

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

FISCAL YEAR 2021 BUDGETED REVENUES

<u>OPERATIONS AND MAINTENANCE FUND (Restricted)</u>	<u>Revenues</u>	<u>Totals</u>
Local Governmental Sources	1,244,161	1,244,161
State Governmental Sources	2,066,680	2,066,680
Federal Governmental Sources	0	0
Other Sources	0	
Student Tuition and Fees	0	
Sales and Service Fees	0	
Facilities Revenue	0	
Investment Revenue	1,225	
Nongovernmental Gifts, Scholarships, Grants, and Bequests	0	
Other	0	1,225
TRANSFERS	<u>2,250,000</u>	<u>2,250,000</u>
GRAND TOTAL		<u>5,562,066</u>

FISCAL YEAR 2021 BUDGETED EXPENDITURES

<u>OPERATIONS AND MAINTENANCE FUND (Restricted)</u>	<u>Appropriations</u>	<u>Totals</u>
Salaries	0	
Employee Benefits	0	
Contractual Services	119,400	
General Materials and Supplies	0	
Travel and Conference/Meeting Expenses	0	
Fixed Charges	0	
Utilities	0	
Capital Outlay	5,751,600	
Other	<u>0</u>	<u>5,871,000</u>
TRANSFERS		0
GRAND TOTAL		<u>5,871,000</u>

FISCAL YEAR 2021 BUDGETED REVENUES

<u>AUXILIARY ENTERPRISES FUND</u>	<u>Revenues</u>	<u>Totals</u>
Local Governmental Sources	0	
Sales and Service Fee Sources	1,347,629	
Investment Revenue Sources	18,792	
Nongovernmental Gifts, Grants, and Bequests Sources	0	
Other Sources	0	
Federal Nutrition Grant	0	
Student Fees	597,530	
Other Sources	<u>135,100</u>	2,099,051
INTERFUND TRANSFERS	<u>124,425</u>	<u>124,425</u>
GRAND TOTAL		<u>2,223,476</u>

FISCAL YEAR 2021 BUDGETED EXPENDITURES

<u>AUXILIARY ENTERPRISES FUND</u>	<u>Appropriations</u>	<u>Totals</u>
Salaries	362,893	
Employee Benefits	33,515	
Contractual Services	144,516	
General Materials and Supplies	1,248,540	
Travel and Conference/Meeting Expenses	176,417	
Fixed Charges	7,000	
Utilities	0	
Capital Outlay	0	
Other	85,649	
Provision for Contingency**	343,296	2,058,530
INTERFUND TRANSFERS	<u>1,374,425</u>	<u>1,374,425</u>
GRAND TOTAL		<u>3,432,955</u>

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

FISCAL YEAR 2021 BUDGETED REVENUES

<u>BOND AND INTEREST FUND</u>	<u>Revenues</u>	<u>Totals</u>
Local Governmental Sources		
Local Taxes	2,550,677	
Chargeback Revenue	0	
Other	0	2,550,677
Other Sources		
Investment Revenue	510	
Other	<u>0</u>	<u>510</u>
GRAND TOTAL		<u>2,551,187</u>

FISCAL YEAR 2021 BUDGETED EXPENDITURES

<u>BOND AND INTEREST FUND</u>	<u>Appropriations</u>	<u>Totals</u>
INSTITUTIONAL SUPPORT		
Debt Principal Retirement	2,100,000	
Interest (on Bonds)	515,780	
Other Fixed Charges	<u>2,000</u>	<u>2,617,780</u>
GRAND TOTAL		<u>2,617,780</u>

FISCAL YEAR 2021 BUDGETED REVENUES

<u>RESTRICTED PURPOSES FUND</u>	<u>Revenues</u>	<u>Totals</u>
Local Governmental Sources	0	0
State Governmental Sources		
ICCB Grants	340,481	
Department of Corrections	0	
ISBE Grants	55,000	
Department of Veterans Affairs		
Illinois Student Assistance Commission	0	
Other Illinois Government Sources	0	395481
Federal Governmental Sources		
Department of Education	6,916,728	
Department of Labor	591,555	
Department of Health and Human Services	0	
Other Federal Governmental Sources	0	7,508,283
Other Sources		
Student Tuition and Fees		
Sales and Service Fees	0	
Facilities Revenue	0	
Investment Revenue	0	
Nongovernmental Gifts, Scholarships, Grants, and Bequests	12,952	12,952
Other Revenue	0	
INTERFUND TRANSFERS	0	<u>0</u>
GRAND TOTAL		<u>7,916,716</u>

FISCAL YEAR 2021 BUDGETED EXPENDITURES

<u>RESTRICTED PURPOSES FUND</u>	Appropriations	Totals
Salaries	542,821	
Employee Benefits	93,268	
Contractual Services	14,200	
General Materials and Supplies	51,112	
Travel and Conference/Meeting Expenses	12,455	
Fixed Charges	6,000	
Utilities	0	
Capital Outlay	73,732	
Other	8,702	802,290
ACADEMIC SUPPORT		
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
STUDENT SERVICES		
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
PUBLIC SERVICE/CONTINUING EDUCATION		
Salaries	451,521	
Employee Benefits	159,968	
Contractual Services	83,000	
General Materials and Supplies	32,261	
Travel and Conference/Meeting Expenses	27,831	
Fixed Charges	9,500	
Utilities	0	
Capital Outlay	0	
Other	245,545	1,009,626

FISCAL YEAR 2020 BUDGETED EXPENDITURES
(continued)

<u>RESTRICTED PURPOSES FUND</u>	Appropriations	Totals
INSTITUTIONAL SUPPORT		
Salaries	12,350	
Employee Benefits	2,470	
Contractual Services	32,600	
General Materials and Supplies	150,000	
Travel and Conference/Meeting Expenses	2,500	
Fixed Charges	0	
Utilities	0	
Capital Outlay	0	
Other	120,080	320,000
SCHOLARSHIPS, STUDENT GRANTS AND WAIVERS		
Salaries	84,636	
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	5,700,164	5,784,800
INTERFUND TRANSFERS		<u>0</u>
GRAND TOTAL		<u>7,916,716</u>

FISCAL YEAR 2021 BUDGETED REVENUES

<u>AUDIT FUND</u>	<u>Revenues</u>	<u>Totals</u>
Local Governmental Sources		
Local Taxes	60,977	
Chargeback Revenue	0	
Other	0	60,977
Other Sources		
Grant Administrative Fees	0	
Investment Revenue	84	
Other	<u>0</u>	<u>84</u>
GRAND TOTAL		<u>61,061</u>

FISCAL YEAR 2021 BUDGETED EXPENDITURES

<u>AUDIT FUND</u>	<u>Appropriations</u>	<u>Totals</u>
Contractual Services		
Audit Services	55,000	
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>55,000</u>
GRAND TOTAL		<u>55,000</u>

FISCAL YEAR 2021 BUDGETED REVENUES

<u>LIABILITY, PROTECTION, AND SETTLEMENT FUND</u>	<u>Revenues</u>	<u>Totals</u>
Local Governmental Sources		
Local Taxes	1,468,403	
Chargeback Revenue	0	
Other	0	1,468,403
Other Sources		
Investment Revenue	2,480	
Other	<u>0</u>	<u>2,480</u>
GRAND TOTAL		<u>1,470,883</u>

FISCAL YEAR 2021 BUDGETED EXPENDITURES

<u>LIABILITY, PROTECTION, AND SETTLEMENT FUND</u>	<u>Appropriations</u>	<u>Totals</u>
Salaries	629,252	
Employee Benefits	532,283	
Contractual Services	64,875	
General Materials and Supplies	16,300	
Travel	3,700	
Fixed Charges	92,947	
Utilities	18,500	
Capital Outlay	0	
Other	<u>0</u>	<u>1,357,857</u>
GRAND TOTAL		<u>1,357,857</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.