

Budget Tracker				
FACT	Legislative Action Fund	Student Budget Coordinator: AS VP for Governmental Affairs	Approved for FY	
0	0	0	\$ 42,000	
Budget Authority: Assistant Director of Student Activities				

Tracker Summary		(Budget Allocation as approved by the AS Board of Directors)	
R	(Revenue)	42,000	
E1	Salary and Wage Expense	0	#DIV/0!
E1.5	Fringe Benefits Expense	0	#DIV/0!
E2	Goods and Services Expense	20,000	#DIV/0!
E2.5	Cost of Goods Sold	0	#DIV/0!
E3	Travel Related Expenses	18,000	#DIV/0!
E4	Non-Capitalized Fixed Assets	0	#DIV/0!
T1	(Transfer In)	0	#DIV/0!
T2	Transfer Out	0	#DIV/0!
Net Budget Allocation		0	#DIV/0!
Total Budget		42,000	

ER #	Date	Transaction Type	Account Code	Open Order Number	Description of Transaction	Budgeted \$	Actual \$
11111	7/20/15	E2	E111- Supplies and Materials	01	Example: Dry Erase Markers and Cleaner	251	232.50

Open Order Expenditure Requests (Please make sure you are matching the order # in Column A)

ER #	Date	Transaction Type	Account Code	Open Order Number	Description of Transaction	Budgeted \$	Actual \$
1		E3- Travel Related					50.00
2		E3- Travel Related					50.00
3		E3- Travel Related					50.00
4		E3- Travel Related					50.00
5		E3- Travel Related					50.00
6		E3- Travel Related					50.00
7		E3- Travel Related					50.00
8		E3- Travel Related					50.00
9		E3- Travel Related					50.00
10		E3- Travel Related					50.00
11		E3- Travel Related					50.00
12		E3- Travel Related					50.00
13		E3- Travel Related					50.00
14		E3- Travel Related					50.00
15		E3- Travel Related					50.00
16		E3- Travel Related					50.00
Total Budgeted						50	50.00

Other Expenditure Requests

ER #	Date	Transaction Type	Account Code	Receipt or Doc.#	Description of Transaction	Budgeted \$ (Not to Exceed Amount)	Actual \$
1043936	07/28/16	E3- Travel Related	E378- Motor Pool Services (AS Vehicles)		AS Vehicle for WSA Board retreat in Cheney at Eastern	650	\$365.64
1081775	12/16/16	E3- Travel Related	E193- Convention Fees & Registration		WSA Board Retreat Registration		\$472.00
1081775	12/16/16	E2- Goods & Services	E192- Dues and Membership		WSA Membership Dues- 1/2 year fall dues		\$6,571.90
1045504	08/04/16	E3- Travel Related	E263- Food (not paid for by attendees)		Per diem WSA Retreat up to 14 people (actual steak, moza, alex, henry, and fozal)	\$104.00	\$180.00
1052964	09/12/16	E3- Travel Related	E378- Motor Pool Services (AS Vehicles)		AS vehicle for WSA September Board meeting at UW	200	\$167.64
1062347	09/29/16	E3- Travel Related	E378- Motor Pool Services (AS Vehicles)		AS Vehicle for WSA October Board meeting at WSU Vancouver	800	\$226.60
1065473	10/11/16	E3- Travel Related	E378- Motor Pool Services (AS Vehicles)		AS Vehicle for WSA November General Assembly in Ellensburg	400	\$235.72
1069417	10/26/16	E3- Travel Related	E378- Motor Pool Services (AS Vehicles)		AS Vehicle for WA Student Achievement Council Pave the Way Conference Tacoma	\$250.00	\$170.28
1078988	12/05/16	E3- Travel Related	E381- In-State Lodging/ Subsidized (See Dues)		Lodging/meeting room at Governors hotel for ESC & ESP Lobby Day	3,500	\$3,626.85
1079001	12/07/16	E3- Travel Related	E243- Receptions & Meetings (Food & Beverage)		Micron's subs for dinner on Monday night of ESC/ESP lobby day	800	
1079454	12/06/16	E3- Travel Related	E381- Ground Transportation		Bellar Charters for ESC/ESP Lobby Day	1,800	
1080917	01/23/17	E3- Travel Related	E378- Motor Pool Services (AS Vehicles)		AS Vehicle for January WSA Board of Directors Meeting	\$300.00	\$139.48
1090011	01/25/17	E2- Goods & Services	E263- Food (not paid for by attendees)		Fried Meyer for snacks for ESC/ESP Lobby Day for trip down and back	150	\$150.00
1090306	01/26/17	E2- Goods & Services	E263- Food (not paid for by attendees)		Pizza Time for pizza for ESC/ESP Lobby Day training	275	
1088868	01/20/17	E2- Goods & Services	E263- Food (not paid for by attendees)		Old School Pizzeria dinner ESC/ESP Lobby Day Monday Olympia	487	
1091270	01/31/17	E3- Travel Related	E378- Motor Pool Services (AS Vehicles)		AS Vehicles for State Need Grant Lobby Day	150	\$135.52
1091275	01/31/17	E3- Travel Related	E381- Ground Transportation		Enterprise vehicle for State Need Grant Lobby Day	150	
1092358	02/03/17	E3- Travel Related	E355- Travel Auto Reimbursement		Jason Coonion mileage and parking for state need grant day (\$12 parking actual \$114 mileage, \$6 Tacoma business lodges toll)	132	\$150.00
1091253	01/31/17	E2- Goods & Services	E263- Food (not paid for by attendees)		Community Catering for dinner ESC/ESP lobby day (actual charge \$927 \$610 because actual charge to GOVERNORS CENTER)	1,855	\$1,854.84
1090948	01/30/17	E2- Goods & Services	E263- Food (not paid for by attendees)		Community Food Coop salads for Renter Power event	\$200.00	
1093481	02/10/17	E2- Goods & Services	E263- Food (not paid for by attendees)		Reimbursement to Galin lunch for Renter Power speaker	45	
1093483	02/10/17	E2- Goods & Services	E214 Speaker/Performer Expense		Speaker fee Zachary DeWolf for Renter Power event		\$475.00
24					copy services request #1093479 for endcap lobby day agendas		\$107.40
25					AS vehicle Feb. 2017 no ER		\$153.32
26					AS vehicle Feb. 2017 no ER		\$82.28
27					LaSalle meals steak and brava processed in Nov /Dec \$64 each		\$128.00
28					copy services charge for 27 no ER		\$278.41
29					AS Vehicle April WSA meeting in Tri Cities	550	
30					copy services #1103188 for County agenda		
31					copy services #1103190 for Local agenda		\$85.75
32					Sabin's order of office supplies for local lobby day		
33	11/01/16	E2- Goods & Services	E263- Food (not paid for by attendees)		Brandywine Kitchen for Local Lobby Day 35 attendee dinners @ \$18 each	648	
34	11/01/16	E2- Goods & Services	E263- Food (not paid for by attendees)		Emma Biggart, reimbursement for breakfast, dinner and snacks for Beef Day	200	\$188.78
35	11/01/16	E2- Goods & Services	E111- Supplies and Materials		Emma Biggart, reimbursement for supplies for Beef Day	50	\$17.96
36	11/01/16	E2- Goods & Services	E171- Printing		Emma Biggart, reimbursement for printing Beef Day agendas	50	\$32.18
37	11/11/16	E3- Travel Related	E378- Motor Pool Services (AS Vehicles)		AS Vehicle for Beef Day	140	\$139.92
38	11/07/16	E3- Travel Related	E316- Private Auto Reimbursement		Hilary Lander/group leader mileage for Environmental Lobby Day	158	\$158.36

Year-to-date Expenses

R: Revenue	Total	\$0.00	% #DIV/0!
E1- Salary & Wages	Total	\$0.00	% #DIV/0!
E1.5- Fringe Benefits	Total	\$0.00	% #DIV/0!
E2- Goods & Services	Total	\$9,290.68	% #DIV/0!
E2.5- Merch for Resale	Total	\$0.00	% #DIV/0!
E3- Travel Related	Total	\$6,140.03	% #DIV/0!
E4- Non-Cap Equipment	Total	\$0.00	% #DIV/0!
T1- (Transfer In)	Total	\$0.00	% #DIV/0!
T2- Transfer Out	Total	\$0.00	% #DIV/0!
YTD Revenues / Transfer In		\$0.00	
YTD Expenses / Transfer Out		\$15,430.69	
Net Budget Spent		\$15,430.69	
Percentage of AS Allocation Spent		36.74%	
AS Allocation		\$42,000	
Remaining Balance		\$26,569.31	

* If more cells are needed, please contact Business Director.