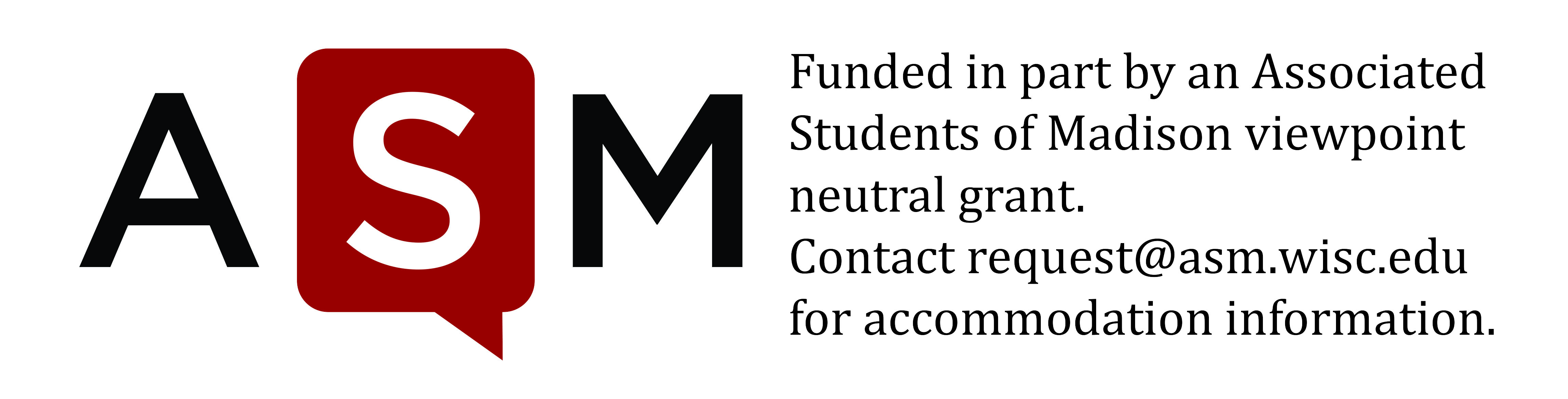
GSSF MID-YEAR REPORT – 2020-21



**Student Services Finance Committee**

**Room 4301 ● 333 East Campus Mall ● 265-9020**

**SSFC Chair** [**ssfc@asm.wisc.edu**](mailto:ssfc@asm.wisc.edu)

Organization’s Legal Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address and Zip Code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Office Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Chief Administrator: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

GSSF Contact Person: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-Mail Address of Contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number of Contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please paper clip each page (do not staple) and number the pages of any attachments. Make sure to include your most recent Excel report (reconciled budget), as produced by SSFC Financial Specialist Nagamani Adibhatla. Also attach a copy of your original Academic Support Contract if applicable.

All relevant forms and documents may be found on the ASM Website, here:

[**https://asm.wisc.edu/general-student-services-fund/**](https://asm.wisc.edu/general-student-services-fund/)

The deadline for this report is **February 12, 2021**.

Please return one copy of your report to:

Room 4301

333 East Campus Mall

Madison, WI 53706

**Or electronically to: ssfc@asm.wisc.edu**

**If you encounter any other problems or need any questions answered, please feel free to contact:**

SSFC Chair [ssfc@asm.wisc.edu](mailto:ssfc@asm.wisc.edu)

ASM Funding Advisor [ksteigleder@wisc.edu](mailto:ksteigleder@wisc.edu)

**Mid-Year Report Questions**

1. List the goals or objectives your organization committed to in your Budget Proposal and provide a summary of the progress your organization has made toward achieving those goals.

2. What other accomplishments did your organization achieve during the Fall semester?

3. Are there any services, programs, etc, which your organization agreed to but will not be able to accomplish? If so, why? How will this impact your budget?

**Current Summary of Expenses for 19-20 Year**

**SALARIES**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Position Title | Hrs/Wk | No. of Wks | Hrly Rate | **Budget**  **19-20** | **Actual**  **19-20** | **Remaining**  **19-20** |
|  |  |  |  |  |  |  |
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|  |  |  |  |  |  |  |
| **TOTAL SALARIES** |  |  |  | **$** | **$** | **$** |

|  |  |  |  |
| --- | --- | --- | --- |
| FRINGE BENEFITS | **Budget**  **19-20** | **Actual**  **19-20** | **Remaining**  **19-20** |
|  |  |  |  |
| TOTAL FRINGES | **$** | **$** | **$** |
|  |  |  |  |
| SUPPLIES & SERVICES |  |  |  |
| Advertising |  |  |  |
| Child Care Fees |  |  |  |
| Computer Soft/Hardware |  |  |  |
| Equipment (non-rental) |  |  |  |
| Equipment Rental |  |  |  |
| Membership Fees |  |  |  |
| Office Supplies/Furniture |  |  |  |
| Postage |  |  |  |
| Printing/Photocopying |  |  |  |
| Program Supplies |  |  |  |
| Rent (space/office) |  |  |  |
| Telephone |  |  |  |
| Travel |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **TOTAL S&S** | **$** | **$** | **$** |
|  |  |  |  |
| **CAPITAL** |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **TOTAL CAPITAL** | **$** | **$** | **$** |

**Note: Please use the categories (line-items) as approved by SSFC in your budget hearing if the expense categories above are not applicable.**