

FIRST QUARTER FINANCIAL MANAGEMENT REPORT – FY20



Eastern Oregon University

Board of Trustees

November 14, 2019

QUARTERLY MANAGEMENT REPORT

This report is prepared for internal management review and planning purposes. The quarterly management report summarizes resources and expenses at EOU for the major fund types. Fund types include: Education and General (E&G), Auxiliary Enterprise Funds and Designated Operations and Service Departments, all of which are defined herein.

The quarterly management report is provided to help guide and inform future decision making, by providing information on current and historical trends across the major funds. All reports within this document contain FY20 budgets for revenue, expenses and transfers as well as a quarterly review of current year actuals to FY19 actuals related to the major fund types.

The quarterly management report compares financial data year over year. The quarterly management report from each quarter of the current year is compared to the report of the quarter of the previous year to gauge progress. The quarterly management report is used to identify financial issues from one year to the next, and allows EOU to address any issues prior to the next quarter and/or year-end.

During the FY20 budget planning cycle, the University's strategic priorities provided the guidance for deploying resources from state funding and student tuition to the appropriate initiatives, with a focus on the continued success of EOU students.

As a best practice, monthly and quarterly meetings will continue with the department budget managers. These meetings have proven to be effective and useful for quarterly report variance analysis as well as preparation for future years' budget planning.

The University will continue to focus on outcomes of the planning efforts and resource allocations throughout this year and into the future. Uncertainties require us to be aware of the need to plan responsibly continued financial stability. The trends in higher education require EOU to be pro-active and thoughtful in reshaping their operating practices and continue to evaluate opportunities for growth.

The final FY20 all funds budget is \$53.1M in revenue and \$51.6M in expenditures/transfers. The primary driver of the net increase of \$1.5M is from the Auxiliary fund. Contributing factors include the additional funding from Sports Lottery, general rental income and income from the Integrated Services Building. There is also a \$268K positive increase to the E&G fund projected at this time.

Q1 SUMMARY

Due to the uncertainties with the state allocations and sports lottery, the Eastern Oregon University Board of Trustees only approved a preliminary operating budget on May 23, 2019. This preliminary budget provided little flexibility for investments in FY20, and projected a reduction in the fund balance of \$1.4M. This budget was also based on the FY19 year end forecast, which would have resulted in EOU ending the year near flat. However, at the end of FY19 EOU ended the year with an increase to fund balance of \$1.2M due to overrealizing revenue above the April forecast and underspending.

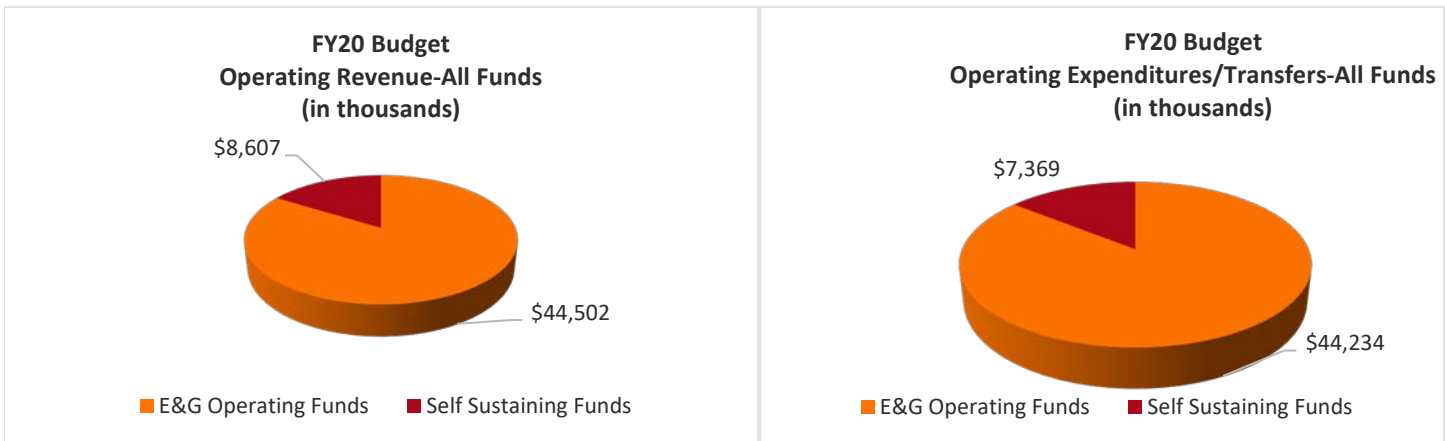
At the end of the legislative session, the final bill passed with an allocation for the seven institutions increased overall funding by \$100M. With the increase in funding of the Public University Support Fund (PUSF), the current revenue budget included in the Quarterly Management Report is based on an increase in state allocation of 5.12% over the prior year and additional sports lottery funding. Both the E&G and the Auxiliary

funds were positively impacted. Addition refinement to specific account categories also occurred before the final budget was approved. FY20 final budgets for E&G, Auxiliaries, Designated Operations and Service Departments have been input into the banner finance system and departments have been notified. At the end of Q1, the revenues for this year appear to be tracking ahead of FY19, however revenue for summer session 2018 was not posted before the close of FY19-Q1. There was an additional \$1.9M in revenue that posted in Q2 last year.

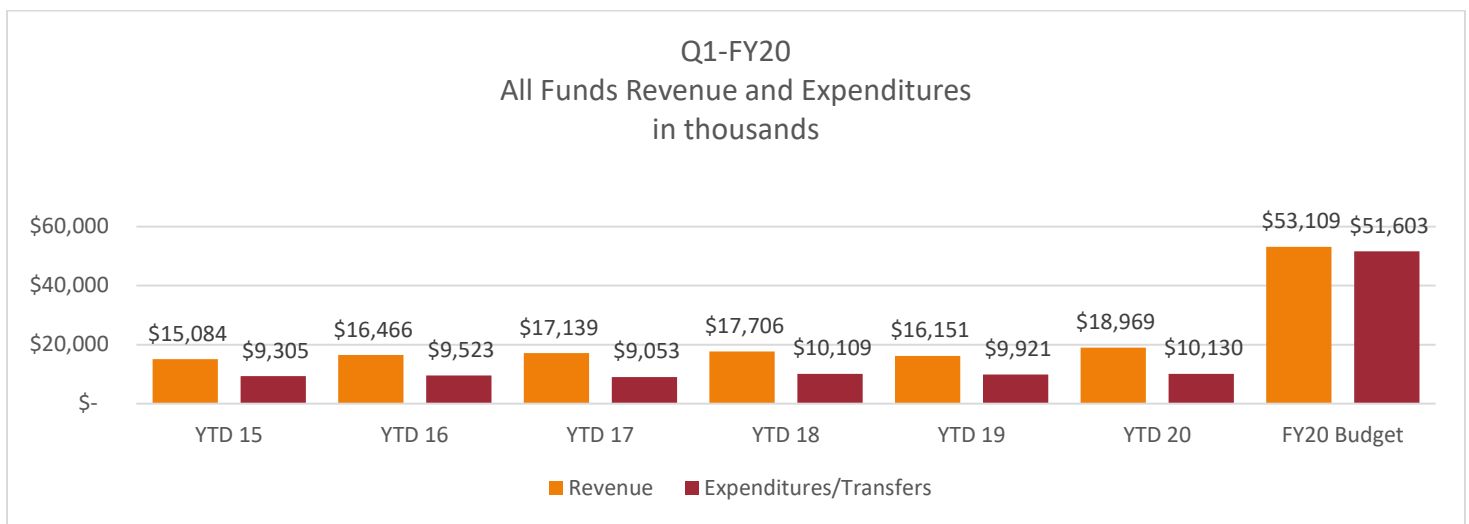
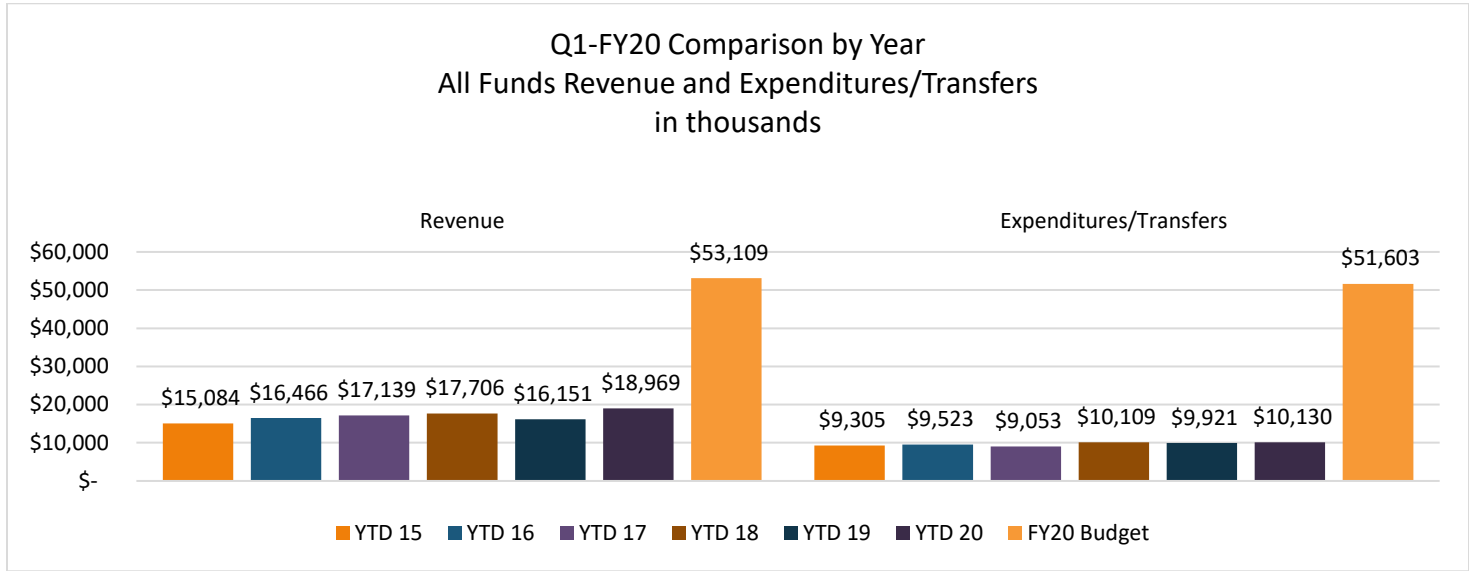
Overall student enrollment is currently trending down 1.5% from the prior year. The final revenue budget reflects this trend, however changes in the course modality students are selecting positively offset the overall tuition reduction in the budget. The final EOU all-funds operating revenue budget is \$53.1M and the expenditure/transfer budget is \$51.6M, excluding grants, financial aid and capital construction funds.

At the close of Q1, EOU had received \$18.9M in revenue or 36.3% of the budget all funds recorded expenses of \$10.3M. Revenue appears to have increased 16.89% over the prior year, however if the summer 2018 revenue is included in last year's Q1, the increase is only 4.4%. State funding is front loaded in the first quarter to offset the timing of the fall tuition payments.

Expenditures are up 2.79% over the prior year. Labor expenses are up 4% or \$262K over the Q1-FY19. Labor increases are due to new positions, as well as increases for Administrative Personnel (2.75% increase) and retirement and health care increases. SEIU increases resulting from the CBA will occur with the November pay. As of Q1, the only faculty labor is from summer course and a half-month in September. The expenditures and transfers to date represent approximately 19.5% of the total budget for FY19. While it is early in the fiscal year, there are no financial concerns in any of the funds.



Graphs are included with each fund type for a visual of the changes revenue and expenditures/transfers year over year and a comparison with the annual budget. Additional details regarding the variances of all funds are included at the end of the report.



EDUCATION AND GENERAL (E&G)

The Education and General revenue budget consist of state appropriations, tuition and student fees, and miscellaneous revenue. The expense budget supports activities and services that are essential to the university, including instruction, research, student services, libraries, administration, information technology and maintenance of the campus physical plant.

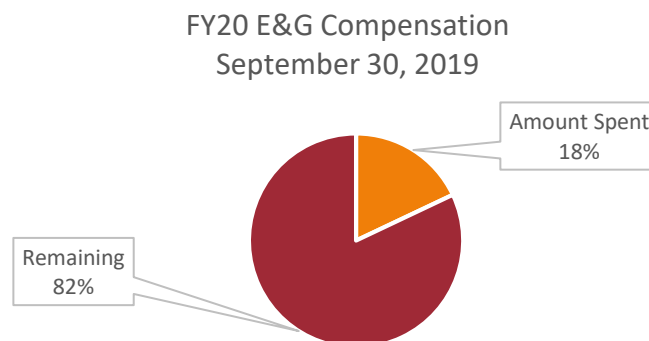
This FY20 final operating budget has been reviewed by the EOU Board of Trustees Finance and Administration Committee and will be recommended to the EOU Board of Trustees for approval at the November 13, 2019 meeting. The 2019-20 development of the EOU E&G Operating Budget followed the approved budget process. The preliminary FY20 budget process was thoughtful and mindful, given the initial uncertainties of state funding allocations, but it allowed for little flexibility. However, at the end of the legislative session, the final bill passed with an allocation for the seven institutions increased overall funding by \$100M. With the increase in funding of the Public University Support Fund (PUSF), the current revenue budget is based on an increase in state allocation of 5.12% over the prior year. This increase allows for some flexibility in investment opportunities and offset the revenue impact of the revised enrollment projections.

The E&G revenue budget \$44.5 includes state allocations from Student Success and Completion Model, Engineering and Technology Support Funds, and Energy Loan Payments. In addition to the revenue received as part of the state allocation, EOU retains tuition and fees generated by students, as well as receives revenue through indirect cost recoveries from grants and contracts, interest and other revenue. The revenue budget also includes fee remission allocations of \$2.9M. Fee remissions appear in the financial reports as a reduction of revenue.

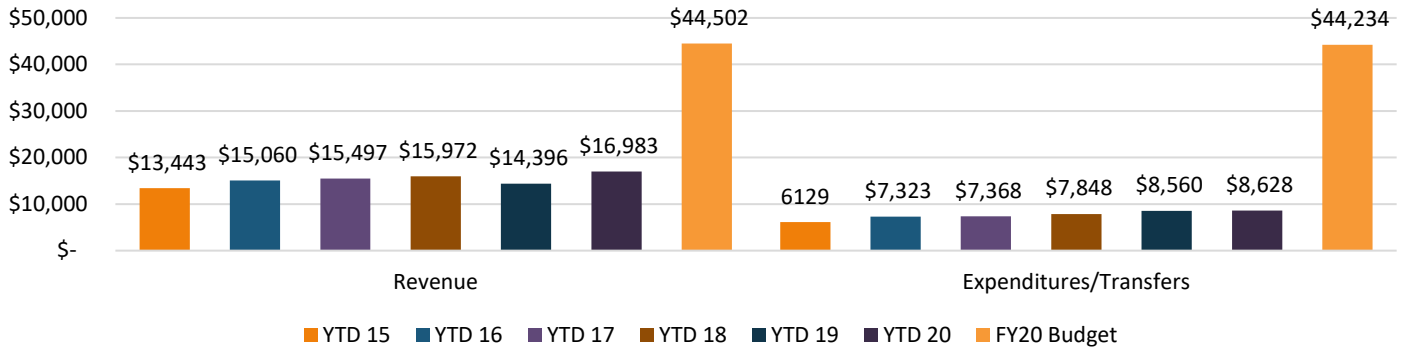
The E&G expense budget \$44.2 is comprised of salaries and other payroll expenses (ope), services and supplies and net transfers. EOU's largest category of expense is personnel, consisting of approximately 80.2% of the overall E&G budget. Direct expenses, or service and supplies, include utility and physical plant costs, general office supplies, professional services contracts, information technology services, as well as services payments for support provided by University Shared Services Enterprise (USSE).

The expense budget includes increases for Administrative Professionals and SEIU employees. At the conclusion of the faculty bargaining session, we anticipate there will be a revision to the budget, which will be included in the FY20 year-end forecast. Due to the timing of SEIU negotiations and ratification of the CBA, the actual salary increases for the classified staff will not occur until November and will therefore be seen in Q2. This does not include additional budget related to the faculty collective bargaining agreement.

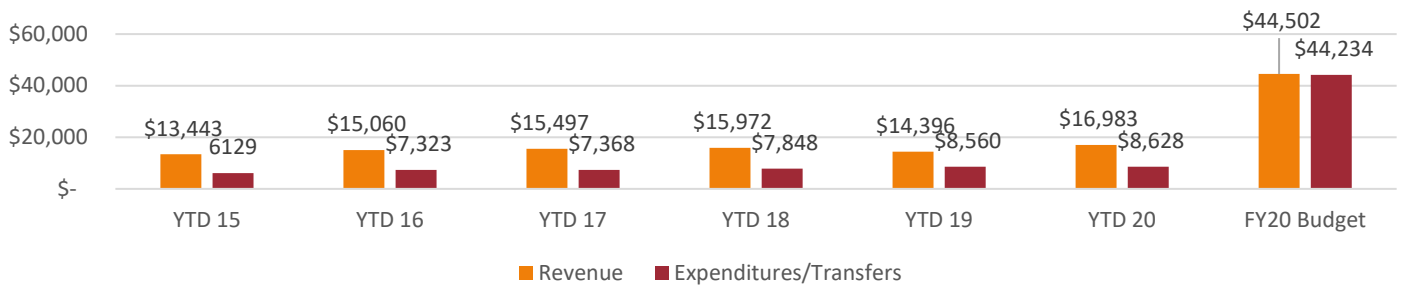
Based on the final revenue and expenditure budget, EOU will end the year with an increase of \$268K fund balance. This will result in an ending fund balance of \$9.3M or 20.9% of current year operating revenue. This amount equates to 2.59 months of operating expenses. Increases associated with the faculty CBA will reduce the fund balance and future year projections.



Q1-FY20
Comparison by Year
E&G Revenue and Expenditures/Transfers
in thousands



Q1-FY20
E&G Revenue and Expenditures/Transfers
in thousands



Year to Date Variances over FY2019:

Revenue appears to be trending ahead of last year by 17.36%; however, \$1.9M in summer tuition revenue was not included in FY19 until Q2. After this adjustment to revenue, the variance to revenue is only 4% ahead of the prior year. At the end of Q1, EOU had received 37.96% of the budgeted revenue and had used 19.5% of the expenditure budget.

The total expenditures are only up 1% over the prior year and this includes a 4% increase in labor. Direct expenses are down \$201K, or 8%, due to timing of payments, and a loss on investment expense in FY19. There is no significant change to the categories of Capital Outlay and Internal Sales. The increase in labor is due to contractual or planned increase in salaries, as well as the minimum wage increase.

Q2 will see a significant increase in labor expenses associated with the implementation of the SEIU contract and back pay to July 1, 2019.

AUXILIARY ENTERPRISES

Auxiliary Services include services that are essential to the support of the university's academic programs. Auxiliary units are expected to generate sufficient revenue to cover all costs of operating and capital need, and are not supported by State allocation/funding. Departments such as Housing and Dining, Student Health Center, Parking Services, Athletics, General Rentals, the Integrated Services Building (ISB) and the Incidental Student Services Fee are considered Auxiliaries at EOU. Ideally, all auxiliary enterprise units are required to pay an overhead fee to the campus for the support central services offered by the institution. The total revenue budget for the auxiliary enterprises funds is \$7,905,435, with \$6,710,122 in direct expenditures and a net transfer out of \$69,006.

Housing and Dining Services provides services and support for students living on campus. There are two residence halls on campus, which have a total occupancy of 420. The facilities are comprised of suite style units, offering triple, double and single occupancy for students. Eastern Oregon University has a mandatory live on policy for all new freshman. The housing and dining fund have annual debt service payments until 2035. Dining Services is a contracted service operated by Sodexo. Sodexo operates all food services operations on the campus, including summer camp and catering service. The FY20 budget increases were related to contract escalation and an additional support position. No additional budget above the allocation in FY19 was proposed for major construction or renovation.

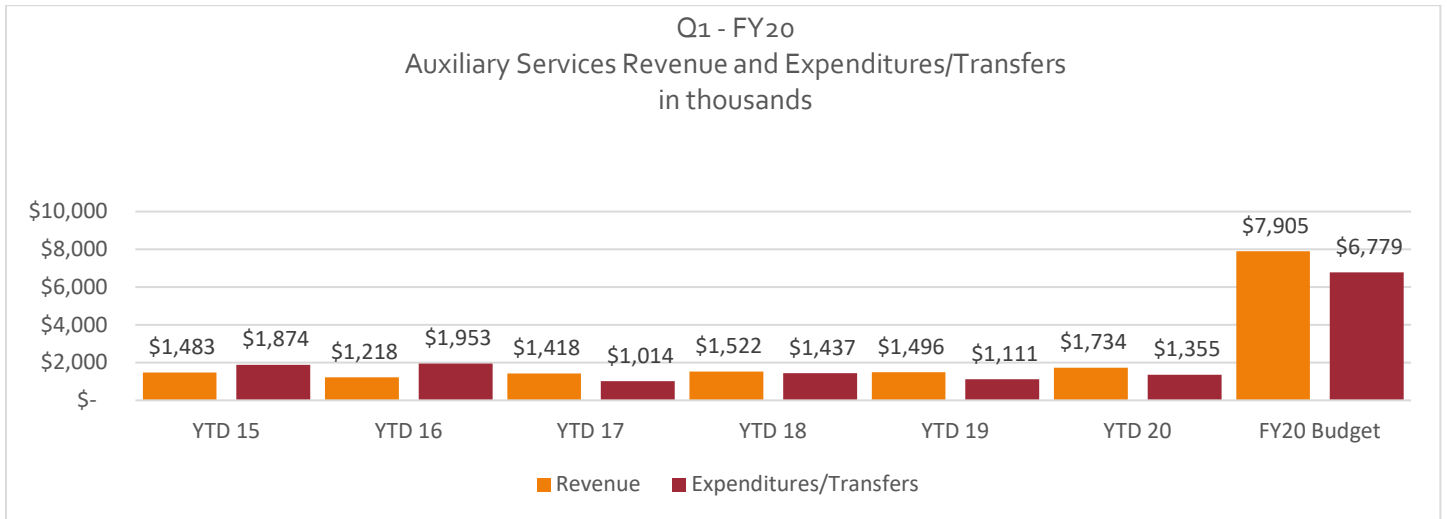
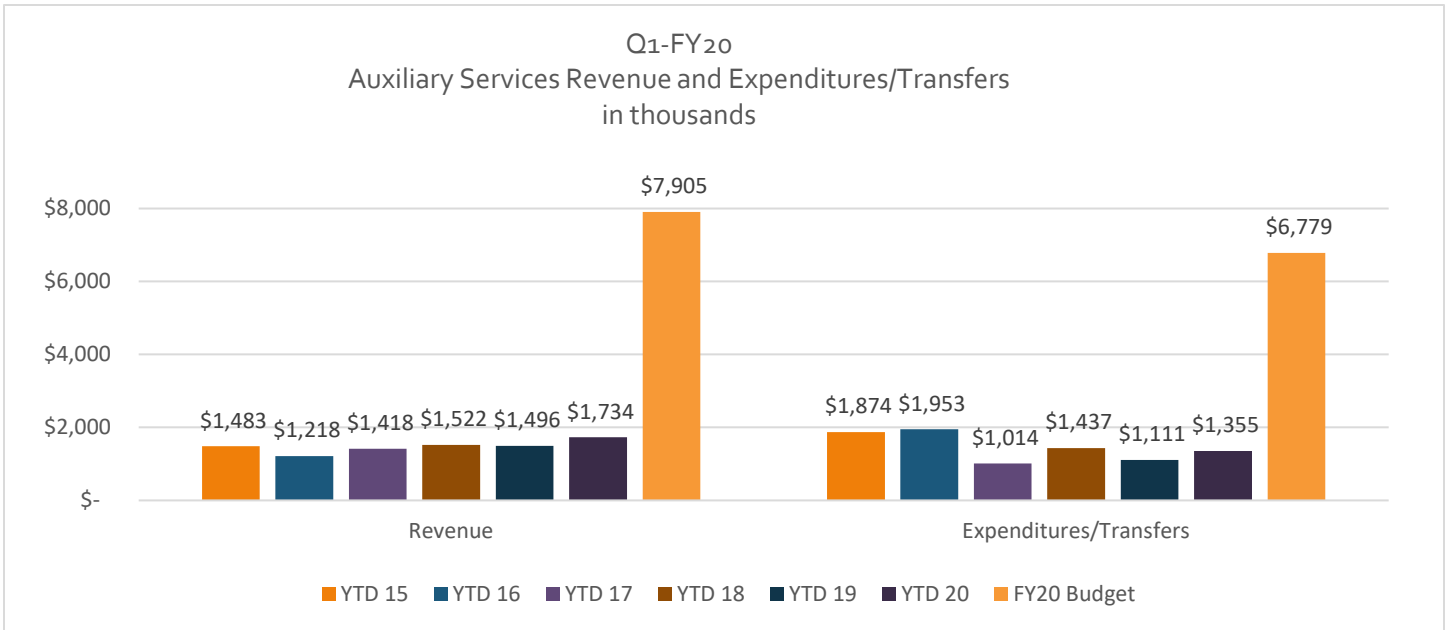
Intercollegiate Athletics Fund is also an auxiliary fund. This fund is the primary operational fund for all athletic operations for over 300 student athletes. The fund supports operational activities for the individual sports, intramural and the recreation center. Funds received from fundraising and camps are transferred into the auxiliary fund to cover the excess operational expenses when the student fee and athletic operations revenue generated does not cover the annual expenditures. In addition, EOU, Athletic personnel expenses, athletic trainers, soccer and wrestling expenses as well as post-season travel are funded through the E&G budget (\$2.321M). The revenue budget includes a substantial increase for the sports lottery allocation for the 19-21 biennium. The student aid category of the auxiliary budget is primarily used for the distribution of lottery scholarships, which are distributed for athletic and graduate assistant's scholarships.

Student Health Center Operations is a self-support operation funding by revenue generated from the Student Health fee. Students enrolled in a total of at least 6 credits, when one or more of these credits is an "On-Campus" course, and all students living on campus or part of an athletic team are assessed the Student Health fee. Students pay a quarterly mandatory Health Service Fee that provides student access to the Student Health and Counseling Centers. The fee for 2019-20 is \$174.50 per term. The primary expenses in this fund are personnel costs related to the Counseling Center, the Oregon Health Sciences University contract, as well as funding for trainers (transfer out to Intercollegiate Athletics Fund). Beginning with FY20, the VP for Student Affairs revised the revenue and expenditure plan for this fund to, at a minimum, break even each year.

Incidental Student Fee Fund supports institutional student programs that are beyond the academic mission of the institution. The incidental fee is assessed each term to all students taking "On-Campus" courses, and to all students living on campus or part of an athletic team. The fees in this fund are used for student union operations, student organizations, student governmental activities, and provides some support to athletics. In 2019-20, the fee committee increased the travel per diem for students. The fee was also increased for 2019-20 and is \$281 per term.

Parking Services is a self-support operation, which generates revenues through the sale of annual and quarterly parking permits, special events fees, and parking citations. Revenue generated is used for facility and route improvement, parking lot repair and maintenance, signage, and labor expenses. Parking permits were increased by 3% in 2019-20.

General Rentals/ISB EOU has a long-term lease on the Integrated Services Building thru 2021. The lease is structured to pay for the debt service, maintenance and operations of the facility. EOU also leases facility space to OHSU and other campus partners.



Q1 - Auxiliaries by Fund				
Auxiliaries by Fund	Revenue	Expenditures	Transfers	Operating Net
Housing	178,780	624,628	-	\$ (445,848)
Student Activities/Incidental Fees	36,867	170,997	6,666	\$ (140,796)
Intercollegiate Athletics	324,206	363,830	(5,000)	\$ (34,624)
Health Services	243,506	69,913	-	\$ 173,593
Parking Services	76,813	21,183		\$ 55,630
Other Rentals (Gilbert Center/OHSU)	69,745	335		\$ 69,410
Other Auxiliaries (ISB/Student Clearing)	803,704	102,602	-	\$ 701,102
Total Auxiliary Enterprises	\$ 1,733,621	\$ 1,353,488	\$ 1,666	\$ 378,467

*Housing's Room and Board Revenue is held in a clearing account outside of the auxiliary fund until the end of each quarter. Student Activities/Incidental Fees are also held in a clearing fund until year end.

Year to Date Variances over FY2019:

Auxiliary Services units are performing as expected and there are no concerns with the performance of this fund. Revenues are up 16% over the prior year, and the primary increase is from the additional sports lottery funding. The decline in on campus students is noticed in the revenue for Health Service Fees and Incidental Fees. Both show flat revenue, but that is due to the increases in the fee this current year.

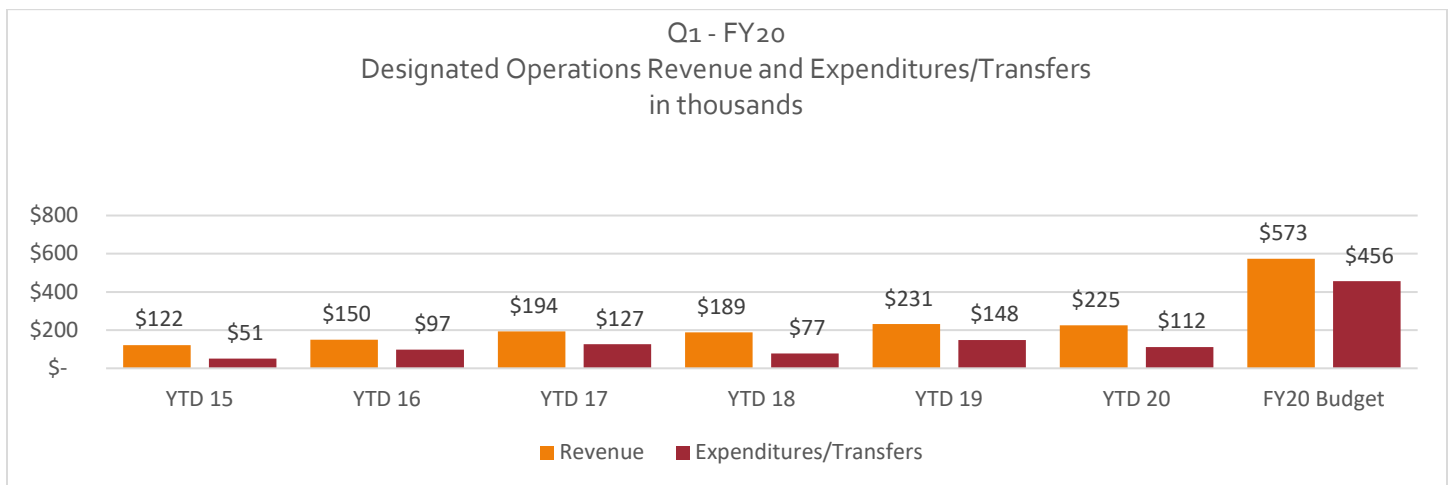
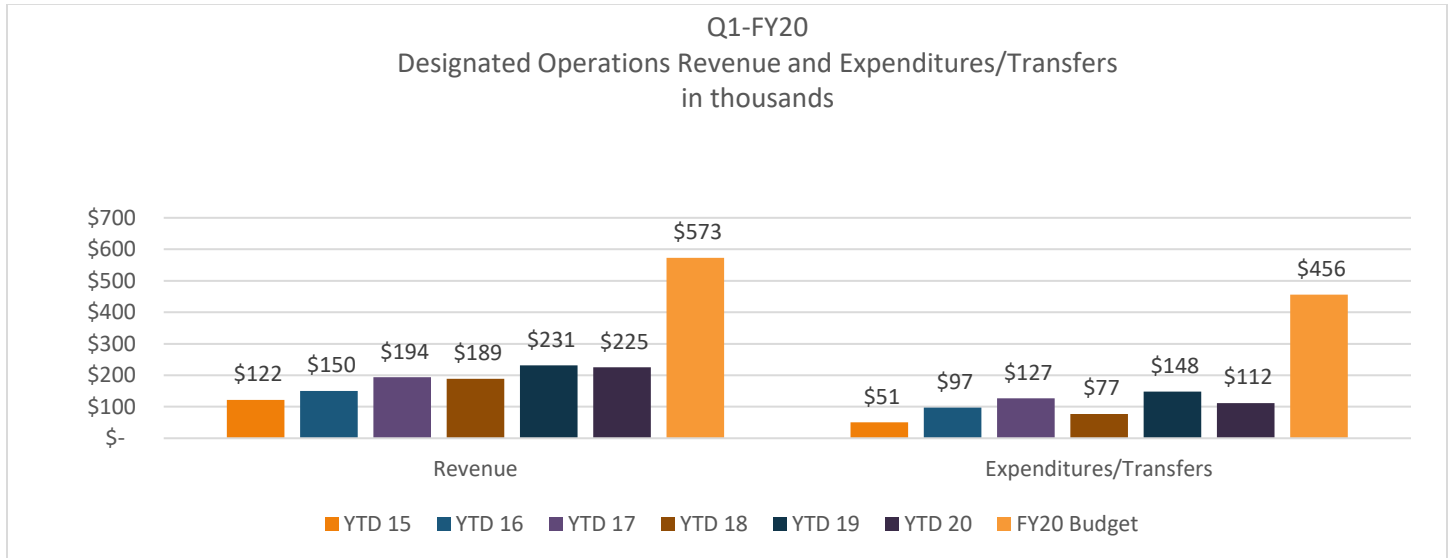
Labor expenses are down due to vacancies in Housing, as well a planned reduction in Health Services. Direct expenses are up \$276,056 due to increases in student meals, as well as construction contracts in housing. The student aid category is also up due to additional scholarships.

At the close of Q1, the Auxiliary funds had received 21.9% of their revenue budget and utilized 20% of their expenditure budget.

DESIGNATED OPERATIONS

Designated Operations are university functions that provide self-support operations related to non-instructional activities such as field trips and community education. A Designated Operations fund will be established when approximately 80% or greater of a self-support activity is funded from external sources, including student fees for field trips.

EOU's Designated Operations Funds are academic department field trips, the copy center, athletic and academic camps, workshops and the BASALT Magazine. The total budgeted revenue for the Designated Operations Funds is \$572,550, with expenditures of \$384,365 and net transfers out of \$71,335.



Q1-Designated Operations by Individual Fund				
Designated Operations	Revenue	Expenditures	Transfers	Operating Net
Education/STM Workshops	\$ 300	\$ 24		\$ 276
National Writing Workshop		\$ -		\$ -
Field Trips	\$ 8,725	\$ 928		\$ 7,797
Cultural Heritage Arch. Research Tech Lab	\$ 1,226	\$ 18,783	\$ -	\$ (17,557)
Basalt Magazine	\$ 17	\$ 1		\$ 16
Copy Center	\$ 10,645	\$ 27,127	\$ -	\$ (16,482)
Library - EOIN	\$ 115	\$ 4,448		\$ (4,333)
Spokane Tribal Youth Camp		\$ 38,664		\$ (38,664)
Sundry Donations - Binney Fund	\$ 3,513	\$ 5,310		\$ (1,797)
Student Transportation Fee	\$ -	\$ -		\$ -
Mine Safety Training	\$ 1,975	\$ 422		\$ 1,553
Athletic Camps	\$ 92,293	\$ 11,331	\$ -	\$ 80,962
Athletic Donations	\$ 105,730	\$ 5,210	\$ -	\$ 100,520
Barnes and Noble Donations	\$ 98		\$ -	\$ 98
STM-HS Workshop	\$ -	\$ -		\$ -
Small Businss Development Center	\$ -	\$ -		\$ -
Total Designated Operations Funds	\$ 224,637	\$ 112,248	\$ -	\$ 112,389

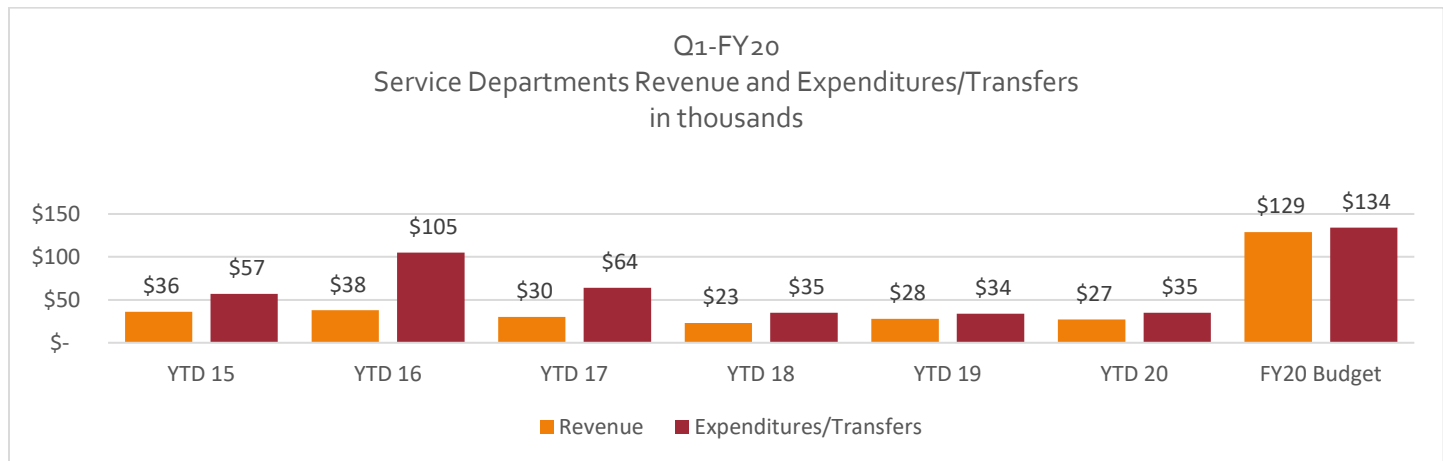
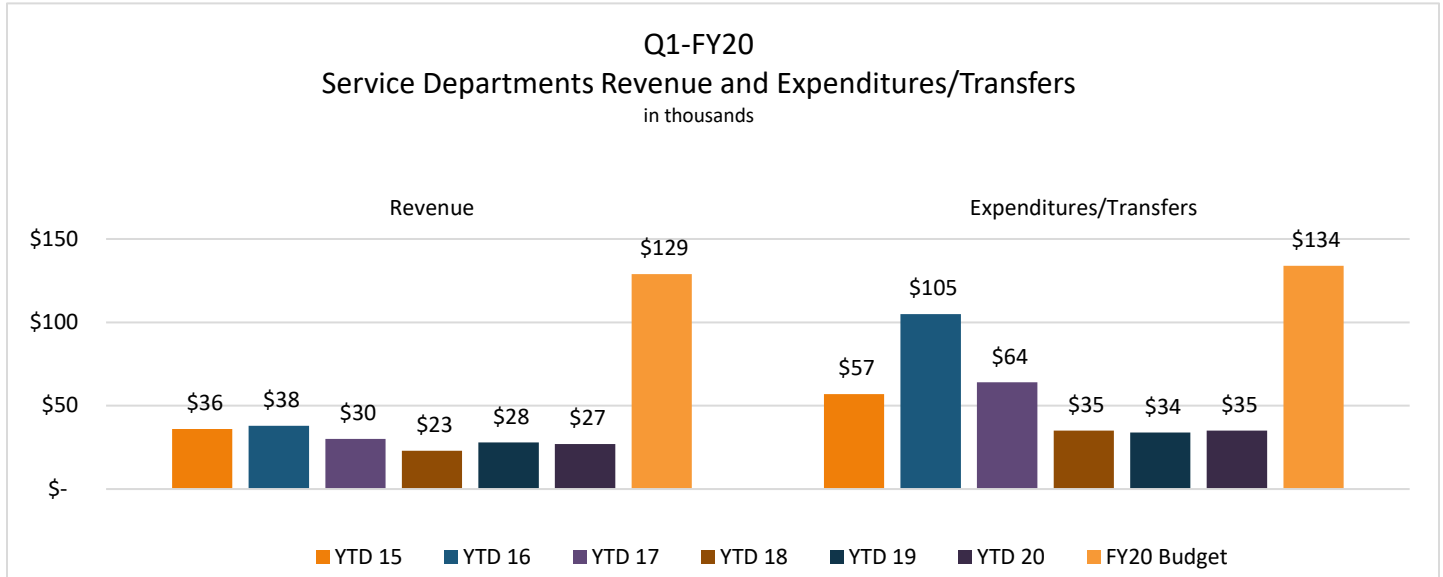
Year to Date Variances over FY2019:

Designated operations are trending as expected, and there is slight decrease in revenue of \$6,087 from the prior year. Gifts, Grants and Contracts are up 22% due to increases of Athletic donations, as is other revenue in Athletics due to reimbursement for the soccer shelters purchased in FY19. Those increases are being offset by decreases in camp/clinic and field trip revenue posted in Q1. Overall expenses are down 24% from the prior year. The decrease in expenses is related to camp/clinics. This fund has received 40% of the revenue budgeted in Q1 and has spent 24.6% of the expense budget.

SERVICE DEPARTMENTS

A Service Department fund is established with the majority of the activity is internal to the university. Eastern's primary service department is the Telecommunications unit. Other EOU Serviced Department funds include surplus property, Audio Visual, and Motor Pool.

The FY20 revenue budget for these funds is \$129,225 and the expense budget is \$157,104, with additional net transfer in of \$23,179. The transfer in is from the E&G funds and primarily supports the EOU telecommunication support.



Q1-Service Departments by Individual Fund				
Service Departments	Revenue	Expenditures	Transfers	Operating Net
Audio Visual	\$ 7,584	\$ 4,064	\$ -	\$ 3,520
Surplus Property	\$ 278	\$ 2,468		\$ (2,190)
Campus Recycling	\$ -	\$ -		\$ -
Car Pool Services	\$ 5,243	\$ 995		\$ 4,248
Plotter Printing Services	\$ -	\$ -		\$ -
Telecommunication Services	\$ 12,840	\$ 26,644	\$ -	\$ (13,804)
Campus Teleproductions	\$ 258	\$ 92		\$ 166
Library Copy Services	\$ 501	\$ 884		\$ (383)
Total Service Department Funds	\$ 26,704	\$ 35,147	\$ -	\$ (8,443)

Year to Date Variances over FY2019:

Service departments are also trending as predicted. Revenue is down 5% over the prior year, or \$1,454, due to revenue for surplus being received in FY19-Q1. Overall, expenses are up 3.8% or \$1,299. Depreciation expenses have increased over the prior year due to alignment and new purchases in FY19. Based on the current budget, Service Departments will use \$4,700 of cash year-end. At the close of Q1, Service Departments had received 20.7% of their revenue budget and had spent 26.2% of the expenditure budget.

GRANTS AND CONTRACTS

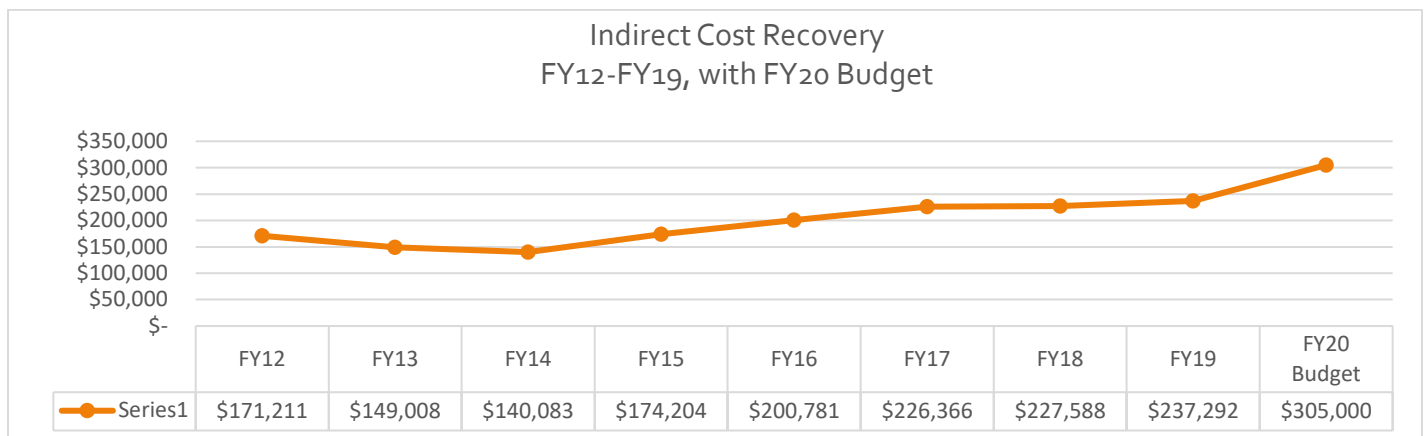
EOU currently has 61 grants and contracts. The current EOU Federal F&A rate is 66% of salaries excluding benefits, and the standard rate for non-federal grants is 8%; however, many grants have limitations on the amount of indirect cost recovery that can be charged to the grant budget.

The largest grant EOU currently has is the Eastern Oregon Head Start Program. EOU provides space and services for the program and serves as the fiscal administrator of the grant. All employees funded by this grant are paid through EOU payroll and receive EOU benefits, including retirement and healthcare benefits.

The table below shows grants with award amounts above \$50,000 currently administered at EOU:

Grant Title	Award Amount
DHHS ACF Head Start Prog 19-20	\$ 1,925,551.00
DHHS ACF Head Start Modular Facility Grant 2019	\$ 1,634,009.16
NSF Functional Evolution of Cytochrome 19-23	\$ 356,874.00
NSF Science and Tech in EO 15-20	\$ 597,223.00
TRiO Student Support Services 2015	\$1,100,000.00
TRiO Student Support Services 2015	\$1,100,000.00
TRiO Student Support Services 2015	\$ 1,100,000.00
DOL Mine Safety 2019-20	\$ 152,960.00
USDA Head Start Meal Prog 2018-19	\$ 102,181.00
USDA Head Start Meal Prog 2019-20	\$ 134,976.40
Bonneville Power Administration Grant Ronde Model Watershed 2019	\$ 120,186.00
ODE Pre-Kindergarten Prgm 2019-20	\$ 654,552.00
OCF Career Connected Learning 2019	\$ 74,787.00
OR DOJ Victim Services Gaps Project	\$ 283,156.47
La Grande School District Technology Education 2019-21	\$ 167,272.00
University Advancement Emp 2012-17	\$ 744,523.27

The chart below shows the indirect cost recovery received annually from the grants EOU administers.



DEFINITIONS

REVENUE CATEGORIES

- **Student Fees** include tuition and course fees charged for all credit courses at EOU. Course fees are charged in association with a particular class, typically these fees are for labs, academic field trips or course materials.
- **Government Resources and Allocations** are funds allocated through the Public University Support Fund (PUSF). The allocation also includes funding for special projects such as the Small Energy Loan Program (SELP) that is sponsored by the Oregon Department of Energy. The loans are for the purposes of providing partial funding for energy conservation or energy efficient projects. The loan must be repaid by Facilities from the energy savings and the allocation for the Wrestling Program.
- **Gifts, Grants and Contracts** can be funded through state, local government agencies, and private organizations. Each grant or contract is for a specific program or project, and functions associated with the award must be performed in accordance with the conditions of the agreement outlined by the sponsoring agencies. The revenue received in E&G funds is related to the indirect and administrative cost recovery on the grant or contracts.
- **Investment/Debt/Debt Service** is revenue from interest on accounts and investments as well as royalty and collections charges.
- **Sales and Services** is made up of event income, library fines, forfeited deposits, transcript and testing fees.
- **Other Revenue** is generated from rebates and contracts such as Barnes and Noble and the Law Library.
- **Internal Sales** is primarily used for revenue generated for internal telecommunication services and copy services.

EXPENSE CATEGORIES

- **Unclassified Salaries** include Faculty and Administrative Professionals salaries, as well as salary pay for those employees on sabbatical and any offsets/stipends received as part of the employees pay.
- **Unclassified Pay** is used for faculty overload pay, summer pay awards, vacation payouts, taxable moving expenses and employee discounts on services (athletic facility usage)
- **Classified Salaries** are those in the SEIU bargaining unit, this includes both full time and part time classified employees.
- **Classified Pay** includes overtime, temporary employees, vacation payouts for classified staff,
- **Student Pay** is for our students whose primary effort is directed toward receiving a formal education and whose work effort is part-time and secondary in nature. A student employee may be enrolled in either a secondary or a post-secondary institution.
- **Graduate Assistants** is for students working as graduate assistants within the university.
- **Benefit Compensation** this category is used for employee moving related expenses.
- **Other Payroll Expenses** is the amount paid for each employee by EOU based upon the type of employment, the gross pay amount, retirement system eligibility, and benefits. OPE varies monthly and annually, but a rate is estimated by the Budget Office so that departments can plan for this expense.
- **Services and Supplies** are expenses associated with the maintenance and administration of the day-to-day business of the institution. The operating expenses include supplies, utilities, repairs, travel and fees, but do not include capital expenses.
- **Capital Expenses** are purchases of equipment, buildings, major remodeling, or improvements other than buildings (such as artwork, outside lighting systems, sidewalks, etc.) that meet the dollar threshold and other criteria for capitalization but are not funded through capital construction project funds. Capitalized equipment is tangible, personal property that is loaned, leased, controlled, or possessed by

an institution and is not consumed in the normal course of business, has a value in excess of \$5,000 and has a useful life that exceeds one year. For EOU this expense area is primarily used for purchases of Library Collection materials.

- **Student Aid** is used for tuition payments, usually associated with Lottery or Incidental Fees.
- **Internal Sales Reimbursements** consist of all operations, which provide services or supplies to others and charge a fee for the recovery of the cost incurred. These are non-cash transactions for goods and services necessary to meet the mission of the university. These may be between departments and units; or charges to externally funded grants/contracts or state-wide public service projects.
- **Transfers In/Out Transfers (Net)** are used when moving from one fund type to another, such as in the case of providing funding from operations for a capital project. Transfers can be used within fund types to redistribute resources between individual operating funds, as in the case of funding for cost share. Transfer account codes are also used to move cash associated with budget within the Budgeted Operations fund type.

Q1 All Operating Funds Summary
(in thousands)
As of September 30, 2019

FY2020

	YTD 9/30/18 Actual	2020 Approved Budget	YTD 9/3019 Actuals	Remaining Budget	% Budget Remaining
Education and General					
Revenue	\$ 14,395	\$ 44,502	\$ 16,894	\$ 27,608	62%
Expenditures	\$ 8,559	\$ 44,248	\$ 8,627	\$ 35,621	81%
Net Transfers (In)/Out	\$ 1	\$ (14)	\$ -	\$ (14)	100%
Net Operating	\$ 5,835	\$ 268	\$ 8,267		
Auxiliary Enterprises					
Revenue	\$ 1,496	\$ 7,905	\$ 1,734	\$ 6,172	78%
Expenditures	\$ 1,111	\$ 6,710	\$ 1,353	\$ 5,357	80%
Net Transfers (In)/Out	\$ -	\$ 69	\$ 2	\$ 71	102%
Net Operating	\$ 385	\$ 1,126	\$ 378		
Designated Operations					
Revenue	\$ 231	\$ 573	\$ 225	\$ 348	61%
Expenditures	\$ 148	\$ 384	\$ 112	\$ 272	71%
Net Transfers (In)/Out	\$ (1)	\$ 71	\$ -	\$ 71	100%
Net Operating	\$ 83	\$ 117	\$ 112		

	YTD 9/30/18 Actual	2020 Budget	YTD 9/3019 Actuals	Remaining Budget	% Budget Remaining
Service Funds					
Revenue	\$ 28	\$ 129	\$ 27	\$ 103	79%
Expenditures	\$ 34	\$ 157	\$ 35	\$ 122	78%
Net Transfers (In)/Out	\$ -	\$ (23)	\$ -	\$ (23)	100%
Net Change in Operations	\$ (6)	\$ (5)	\$ (8)		

**Q1 All Operating Funds Summary
(in thousands)**

	Education & General	Auxiliary Enterprises	Designated Operations	Service Departments		Total
FY2020 Approved Budget						
Revenue	\$ 44,502	\$ 7,905	\$ 573	\$ 129		\$ 53,109
Expenditures	\$ 44,248	\$ 6,710	\$ 384	\$ 157		\$ 51,500
Net Transfers (In)/Out	\$ (14)	\$ 69	\$ 71	\$ (23)		\$ 103
Beginning Fund Balance	\$ 8,994	\$ 10,737	\$ 626	\$ 85		\$ 20,442
Net Change in Operations	\$ 268	\$ 1,126	\$ 117	\$ (5)		\$ 1,506
Projected Ending Fund Balance	\$ 9,262	\$ 11,863	\$ 743	\$ 80		\$ 21,948
% fund balance	20.8%					

	Education & General	Auxiliary Enterprises	Designated Operations	Service Departments		Total
FY2020 Actuals as of 9/30/19 Q1						
Revenue	\$ 16,894	\$ 1,734	\$ 225	\$ 27		\$ 18,879
Expenditures	\$ 8,627	\$ 1,353	\$ 112	\$ 35		\$ 10,128
Net Transfers (In)/Out	\$ -	\$ 2	\$ -	\$ -		\$ 2
Net Change in Operations	\$ 8,267	\$ 378	\$ 112	\$ (8)		\$ 8,749

	Education & General	Auxiliary Enterprises	Designated Operations	Service Departments		Total
FY2019 Actuals as of 6/30/19 (Q4)						
Revenue	\$ 42,958	\$ 7,184	\$ 592	\$ 161		\$ 50,894
Expenditures	\$ 41,776	\$ 6,550	\$ 379	\$ 196		\$ 48,900
Net Transfers (In)/Out	\$ -	\$ (71)	\$ 159	\$ (20)		\$ 68
Fund Additions/Change in Fixed Assets		\$ -		\$ -		\$ -
Net Change in Operations	\$ 1,182	\$ 704	\$ 54	\$ (15)		\$ 1,925
Ending Fund Balance	\$ 8,994	\$ 10,737	\$ 626	\$ 85		\$ 20,442
% fund balance	20.9%					

As of September 30, 2019
Q1 All Operating Funds Summary
Summary All Funds
(in thousands)

	FY20		FY19 Q1	FY20 Q1	\$ change YTD	
	FY19 YE	Approved Budget	Actuals	Actuals	Prior Year	% Change
Revenue						
Student Fees	\$ 22,486	\$ 23,573	\$ 7,324	\$ 9,458	\$ 2,134	29.14%
State/Government Appropriations	\$ 21,397	\$ 22,871	\$ 7,589	\$ 8,069	\$ 480	6.32%
Gifts Grants and Contracts	\$ 608	\$ 284	\$ 125	\$ 129	\$ 4	3.20%
State Agency Tfrs In	\$ 165		\$ -	\$ -	\$ -	
Interest Income	\$ 651	\$ 394	\$ 132	\$ 204	\$ 72	54.55%
Sales and Service	\$ 5,143	\$ 4,477	\$ 909	\$ 883	\$ (26)	-2.86%
Other Revenue	\$ 266	\$ 280	\$ 37	\$ 101	\$ 64	172.97%
Internal Sales	\$ 177	\$ 170	\$ 34	\$ 34	\$ -	0.00%
Total Revenue	\$ 50,893	\$ 52,049	\$ 16,150	\$ 18,878	\$ 2,728	16.89%
Expenses						
Wages/OPE	\$ 34,897	\$ 37,283	\$ 6,453	\$ 6,715	\$ 262	4.06%
Services and supplies	\$ 13,184	\$ 13,137	\$ 3,161	\$ 3,179	\$ 18	0.57%
Capital Outlay	\$ 578	\$ 550	\$ 61	\$ 30	\$ (31)	-50.82%
Student Aid	\$ 392	\$ 412	\$ 96	\$ 123	\$ 27	28.13%
Merchandise Resale	\$ 24	\$ 21	\$ 10	\$ 6	\$ (4)	-40.00%
Internal Sales	\$ (783)	\$ (189)	\$ (120)	\$ (120)	\$ -	0.00%
Depreciation	\$ 781	\$ 619	\$ 193	\$ 196	\$ 3	1.55%
Total Expenses	\$ 49,073	\$ 51,833	\$ 9,854	\$ 10,129	\$ 275	2.79%
NET Transfers	\$ (104)	\$ 103	\$ -	\$ 2		
Total Expenses/Transfers	\$ 48,969	\$ 51,936	\$ 9,854	\$ 10,131		
Increase (Decrease) Operating	\$ 1,924	\$ 113	\$ 6,296	\$ 8,747		

NOTES: Variance in Actuals Year over Year

See individual fund charts for details of variances.

As of September 30, 2019
E&G Summary
Quarterly Management Report - Q1
(in thousands)

	FYE 19 Actuals	FY20 Approved Budget	FY19 Q1 Actuals	FY20 Q1 Actuals	\$ change YTD Prior Year	% Change	Notes:
Revenue							
Student Fees	\$ 20,642	\$ 21,494	\$ 6,662	\$ 8,804	\$ 2,142	32%	(1)
State/Government Appropriations	\$ 20,995	\$ 21,797	\$ 7,489	\$ 7,778	\$ 289	4%	(2)
Gifts Grants and Contracts	\$ 406	\$ 330	\$ 77	\$ 66	\$ (11)	-14%	(3)
Investment/Interest Income	\$ 627	\$ 600	\$ 128	\$ 198	\$ 70	55%	(4)
Sales and Service	\$ 165	\$ 178	\$ 23	\$ 22	\$ (1)	-4%	
Other Revenue	\$ 122	\$ 103	\$ 17	\$ 25	\$ 8	47%	(5)
Total Revenue	\$ 42,958	\$ 44,502	\$ 14,395	\$ 16,894	\$ 2,499	17.36%	
Expenses							
Wages/OPE	\$ 33,559	\$ 35,718	\$ 6,145	\$ 6,415	\$ 270	4%	(6)
Services and supplies	\$ 8,710	\$ 8,765	\$ 2,516	\$ 2,315	\$ (201)	-8%	(7)
Capital Outlay	\$ 454	\$ 583	\$ 18	\$ 16	\$ (2)	-11%	
Internal Sales	\$ (774)	\$ (818)	\$ (120)	\$ (119)	\$ 1	-1%	
Total Expenses	\$ 41,949	\$ 44,248	\$ 8,559	\$ 8,627	\$ 68	1%	
Net Transfers	\$ (173)	\$ (14)	\$ 1	\$ -	\$ (1)	-100%	
Total Expenditures/Transfers	\$ 41,776	\$ 44,234	\$ 8,560	\$ 8,627	\$ 67	1%	-8
Net Increase (Decrease) in Fund Balance	\$ 1,182	\$ 268	\$ 5,835	\$ 8,267			
Beginning Fund Balance	\$ 7,812	\$ 8,994					
Ending Fund Balance	\$ 8,994	\$ 9,262					
Fund Balance as a % of Revenue	20.94%	20.81%					
Months of Operating	2.58	2.51					

NOTES: Variance in Actuals Year over Year

- (1) \$1.9M Q1FY19 Summer Revenue was not recorded until Q2. Actual increase in FY20 is \$242K or 2.8%
- (2) FY20 state allocation increase and distribution.
- (3) FY19 one time revenue from the EOU Foundation equipment.
- (4) Increase due to investment earnings from PUF distribution.
- (5) Increase from external payments associated with the Crucial Conversations training.
- (6) Wages are up due to planned salary increases for AP, related ope expenditures and general increases for health care and retirement.
- (7) Reduction due to timing of payments in FY20, a loss on investment in FY19 and FY19 construction contracts.
- (8) After the \$1.9M adjustment in FY19, there is only a slight variance between FY19 and FY20 in the net at the end of Q1.

As of September 30, 2019
 Auxiliary Summary
 Quarterly Management Report - Q1

	FYE 19 Actuals	2020 Approved Budget	FY19 Q1 Actuals	FY20 Q1 Actuals	\$ change YTD Prior Year % Change		Notes:
Revenue							
Student Fees	\$ 1,812,567	\$ 2,044,250	\$ 645,631	\$ 643,195	\$ (2,436)	0%	1
State Allocations (Lottery)	\$ 401,828	\$ 1,073,847	\$ 100,457	\$ 291,373	\$ 190,916	190%	2
Gifts/Grants/Contracts				\$ 4,591	\$ 4,591		3
State Agency Transfer In	\$ 165,000	\$ -	\$ -	\$ -	\$ -		
Investments & Interest	\$ 9,885	\$ 7,650	\$ 1,773	\$ 2,213	\$ 440	25%	
Sales and Services	\$ 4,698,673	\$ 4,618,988	\$ 732,122	\$ 759,014	\$ 26,892	4%	4
Other Revenue	\$ 89,624	\$ 160,700	\$ 13,533	\$ 30,315	\$ 16,782	124%	5
Internal Sales	\$ 6,169	\$ -	\$ 2,200	\$ 2,920	\$ 720	33%	6
Total Revenue	\$ 7,183,746	\$ 7,905,435	\$ 1,495,716	\$ 1,733,621	\$ 237,905	16%	
Expenses							
Wages and OPE	\$ 1,121,681	\$ 1,256,245	\$ 257,783	\$ 224,309	\$ (33,474)	-13%	7
Services and Supplies	\$ 4,193,779	\$ 4,374,958	\$ 525,082	\$ 801,138	\$ 276,056	53%	8
Capital Expense	\$ 57,712	\$ 28,350	\$ 34,497	\$ 6,182	\$ (28,315)	-82%	9
Student Aid	\$ 391,754	\$ 411,828	\$ 95,639	\$ 122,882	\$ 27,243	28%	10
Merchandise/Resale	\$ 19,660	\$ 20,700	\$ 6,186	\$ 5,963	\$ (223)	-4%	
Internal Sales Reimbursement	\$ (8,744)	\$ -	\$ (689)	\$ (625)	\$ 64	-9%	
Depreciation	\$ 774,294	\$ 618,041	\$ 192,268	\$ 193,638	\$ 1,370	1%	
Total Expenses	\$ 6,550,137	\$ 6,710,122	\$ 1,110,766	\$ 1,353,487	\$ 242,721	22%	
					\$ -		
Net Change from Operations	\$ 633,609	\$ 1,195,313	\$ 384,950	\$ 380,134	\$ (4,816)	-1%	
Transfers In	\$ (440,116)	\$ (228,660)	\$ (36,000)	\$ (45,000)	\$ (9,000)	25%	
Transfers Out	\$ 369,553	\$ 297,666	\$ 36,000	\$ 46,666	\$ 10,666	30%	
Net Transfers	\$ (70,563)	\$ 69,006	\$ -	\$ 1,666	\$ 1,666		
Total Expenditures/Transfers	\$ 6,479,574	\$ 6,779,128	\$ 1,110,766	\$ 1,355,153	\$ 244,387	22%	
Fund Addition - Bonded Debt	\$ 2,015,000			\$ -			
Change In Fixed Assets	\$ 96,786	\$ -		\$ -			
Fund Deductions - Bonded Debt	\$ (1,100,000)			\$ -			
Net Increase (Decrease) in Fund Balance	\$ 1,715,959	\$ 1,126,307	\$ 384,950	\$ 378,468			
Beginning Fund Balance	\$ 9,021,202	\$ 10,737,161					
Ending Fund Balance	\$ 10,737,161	\$ 11,863,468					
YE Cash Balance	\$5,742,152						

NOTES: Variance in Actuals Year over Year

- (1) Incidental and health service fee revenue is flat due to decline in on campus enrollment being offset with increase in fees.
- (2) Increase in sports lottery funding for FY20 and FY21.
- (3) Gift form for Head start, fund outside of grant to be used for maintenance and discretionary purchases
- (4) Sales and Service revenue was up slightly, however there are some timing issues that will impact Q2 and increase the revenue in this c
- (5) Housing reimbursement for utilities in Dining.
- (6) Internal changes related to the rental of the Athletic Vans.
- (7) Wages are down due to vacancies within housing and a planned reduction in Health Services.
- (8) Increase is driven by student meals and construction contracts for housing.
- (9) Decrease due to one time purchase of soccer shelters in FY19
- (10) Increase in student aid allocations of lottery funds for athletics.

As of September 30, 2019
 Designated Operations Summary
 Quarterly Management Report - Q1

	FYE 19 Actuals	2020 Approved Budget	FY19 Q1 Actuals	FY20 Q1 Actuals	\$ change YTD Prior Year	% Change	Notes:
Revenue							
Student Fees	\$ 31,265	\$ 34,400	\$ 15,763	\$ 10,700	\$ (5,063)	-32%	1
Gifts Grant and Contracts	\$ 201,705	\$ 199,500	\$ 48,404	\$ 58,850	\$ 10,446	22%	2
Investments & Interest	\$ 13,560	\$ 7,950	\$ 2,241	\$ 3,612	\$ 1,371	61%	3
Sales and Services	\$ 262,859	\$ 236,750	\$ 148,141	\$ 96,820	\$ (51,321)	-35%	4
Other Revenue	\$ 39,228	\$ 49,450	\$ 5,200	\$ 45,195	\$ 39,995	769%	5
Internal Sales	\$ 42,974	\$ 44,500	\$ 10,974	\$ 9,459	\$ (1,515)	-14%	6
Total Revenue	\$ 591,591	\$ 572,550	\$ 230,723	\$ 224,636	\$ (6,087)	-3%	
Expenses							
Wages and OPE	\$ 143,555	\$ 169,555	\$ 36,574	\$ 57,316	\$ 20,742	57%	7
Services and supplies	\$ 196,468	\$ 183,310	\$ 100,044	\$ 47,917	\$ (52,127)	-52%	8
Capital Expense	\$ 36,354	\$ 31,500	\$ 8,442	\$ 6,945	\$ (1,497)	-18%	9
Merchandise-Resale	\$ 4,128	\$ -	\$ 3,348	\$ -	\$ (3,348)	100%	10
F&A Cost	\$ (1,980)	\$ -	\$ -	\$ 69	\$ 69	100%	11
Total Expenses	\$ 378,524	\$ 384,365	\$ 148,408	\$ 112,247	\$ (36,161)	-24%	
					\$ -		
Net Change from Operations	\$ 213,067	\$ 188,185	\$ 82,315	\$ 112,389	\$ 30,074	37%	
Transfers In	\$ (116,036)	\$ (97,785)	\$ (10,765)	\$ (28,618)	\$ (17,853)	166%	
Transfers Out	\$ 275,350	\$ 169,120	\$ 10,117	\$ 28,618	\$ 18,501	183%	
Net Transfers	\$ 159,314	\$ 71,335	\$ (648)	\$ -	\$ 648	-100%	
Total Expenditures/Transfers	\$ 537,839	\$ 455,700	\$ 147,760	\$ 112,247	\$ (35,513)	-24%	
Fund Additions	\$ -						
Net Increase (Decrease) in Fund Balance	\$ 53,752	\$ 116,850	\$ 82,963	\$ 112,389			
Beginning Fund Balance	\$ 572,436	\$ 626,188					
Ending Fund Balance	\$ 626,188	\$ 743,038					
YE Cash Balance	\$626,230						

NOTES: Variance in Actuals Year over Year

- (1) Field trip revenue is down, specifically biology.
- (2) Increase in gifts within the Athletic fund.
- (3) Increase in interest income and investment earnings distribution
- (4) Decrease in camp/clinic revenue
- (5) Increase in reimbursements related to athletics, specifically soccer shelters
- (6) Changes in process for internal sales reimbursements
- (7) Increases in wages for CHART fund and also Spokane Tribal Youth Camp (offsetting revenue)
- (8) Decreases in camp expenditures
- (9) Slight reduction in Library purchases
- (10) EOU VB purchased produce to resell as a fundraiser in FY19
- (11) Prior year correction entry for CHART

As of September 30, 2019
Service Departments Summary
Quarterly Management Report - Q1

	FYE 19 Actuals	2020 Revised Budget	FY19 Q1 Actuals	FY20 Q1 Actuals	\$ change YTD Prior Year	% Change	Notes:
Revenue							
Sales and Service	\$ 17,006	\$ 20,800	\$ 5,336	\$ 5,070	\$ (266)	-5%	1
Other Revenue	\$ 15,314	\$ 1,075	\$ 1,530	\$ 278	\$ (1,252)	-82%	2
Internal Sales	\$ 128,188	\$ 107,350	\$ 21,292	\$ 21,356	\$ 64	0%	
Total Revenue	\$ 160,508	\$ 129,225	\$ 28,158	\$ 26,704	\$ (1,454)	-5%	
Expenses							
Wages and OPE	\$ 73,224	\$ 68,009	\$ 13,480	\$ 17,882	\$ 4,402	33%	3
Services and supplies	\$ 85,021	\$ 88,315	\$ 20,135	\$ 14,820	\$ (5,315)	-26%	4
Capital Outlay	\$ 30,245	\$ -	\$ -	\$ -	\$ -	0%	
Internal Sales Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	0%	
Depreciation	\$ 7,030	\$ 780	\$ 234	\$ 2,446	\$ 2,212	945%	5
Total Expenses	\$ 195,520	\$ 157,104	\$ 33,849	\$ 35,148	\$ 1,299	4%	
Net Change from Operations	\$ (35,012)	\$ (27,879)	\$ (5,691)	\$ (8,444)	\$ (2,753)	48%	
Transfers In	\$ (20,444)	\$ (23,179)	\$ -	\$ -	\$ -	0%	
Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -	0%	
Net Transfers	\$ (20,444)	\$ (23,179)	\$ -	\$ -	\$ -		
Total Expenditures/Transfers	\$ 175,075	\$ 133,925	\$ 33,849	\$ 35,148	\$ 1,299	3.8%	
Fund Additions							
Change in Fixed Assets	\$ 30,245			\$ -			
Net Increase (Decrease) in Fund Bal	\$ 15,677	\$ (4,700)	\$ (5,691)	\$ (8,444)			
Beginning Fund Balance	\$ 68,855	\$ 84,532					
Ending Fund Balance	\$ 84,532	\$ 79,832					
YE Cash Balance	\$38,298						

NOTES: Variance in Actuals Year over Year

- (1) Campus Tele productions revenue decreased
- (2) Decrease in surplus property sales in FY20.
- (3) Increase in audio visual internal usage wages/ope
- (4) Increase related to classified salary increase, overtime and ope increases, specifically in AV
- (5) Decrease in Telecom and AV expenses from the prior year.