

Republic of the Philippines
BATANGAS STATE UNIVERSITY
Batangas City

PART I: Approved Budget from the Department of Budget and Management (DBM) under National Expenditures Program (NEP) FY 2020 is allocated as follows (Php Million):

PARTICULARS	PERSONNEL SERVICES	MAINTENANCE & OTHER OPERATING EXPENSES	TOTAL	%
I. GENERAL ADMINISTRATION AND SUPPORT	44.801	25.133	69.934	13.48%
II. SUPPORT TO OPERATIONS	7.328	.929	8.257	1.59%
III. OPERATIONS	354.155	86.408	440.563	84.93%
HIGHER EDUCATION PROGRAM	334.044	82.670	416.714	80.33%
ADVANCED EDUCATION PROGRAM	11.842	.234	12.076	2.33%
RESEARCH PROGRAM	5.554	2.609	8.163	1.57%
TECHNICAL ADVISORY EXTENSION PROGRAM	2.715	.895	3.610	0.70%
TOTAL	406.284	112.470	518.754	100.00%
PERCENTAGE (%)	78.32%	21.68%	100.00%	

Personnel Services

Personnel Services includes: the actual salaries of the 728 filled itemized positions; wages of 7 casual employees inclusive of other compensation and personnel benefits such as PERA, RATA, honoraria, cash gift, year-end bonus, mid-year bonus, uniform/clothing allowance, step increment, terminal leave benefits, longevity pay, loyalty award and benefits under Subsistence/Magna Carta for Public Health Workers (RA 7305), productivity, fixed personnel expenditures such as Retirement and Life Insurance Premium (RLIP), PAG-IBIG Contributions, PHILHEALTH Contributions and ECIP.

Maintenance and Other Operating Expenses

The budget in MOOE for FY 2020 is ₱112.470 Million lower by ₱2.940 Million when compared to FY 2019 budget of ₱115.410 Million. The decrease of ₱2.940 Million was based on the ceiling given by the Department of Budget and Management (DBM). This was due to the results of non-attainment of 100% budget utilization rate (BUR 2 - disbursement vs. obligation) of the agency. Non-attainment of BUR 2 was due to Scholarship Expenses (Tulong Dunong grantees) amounting to ₱4 Million intended for 2nd Semester AY 2018-2019 which will start on January 2019 but was obligated last December 2018 and the other MOOE which represents due and not yet due and demandable at year end due to some goods partially delivered and not yet inspected thus waiting for its full delivery while some of the purchases is in the process of payment amounting to ₱1.979 Million.

PART II: Program of Receipts and Expenditures (PRE) FY 2020

The Program of Receipts and Expenditures (PRE) for FY 2020 amounting to **P826.594 Million** is computed based on the projected enrollees for the year provided by the Registrar's Office under Internally Generated Income (Fund 164 & 163) for the whole University. As per existing IRR of RA No.10931, HEMF Fee and Security Fee are not allowed and will not be paid by CHED-UniFAST but it will be considered and presented as Contingent Income. As such, it will not be included in the programming of the expenditures.

The PRE is prepared / formulated in line with the University's continuing commitment to achieve the mission and vision, through fiscal discipline, strategic allocation of limited resources and operational efficiency.

I. RECEIPTS

(Php Million):

PARTICULARS	BatStateU PROPER	BatStateU JPLPC- MALVAR	BatStateU ARASOF- NASUGBU	TOTAL	%
INCOME FROM TUITION	280.885	35.255	31.573	347.712	42.07%
FIDUCIARY - MISCELLANEOUS FEES	238.637	27.066	24.521	290.224	35.11%
RECEIPTS FROM IGP	55.000	3.500	9.486	67.986	8.22%
TOTAL	574.522	65.821	65.579	705.922	85.40%
ADD: CONTINGENT INCOME	<u>92.643</u>	<u>15.310</u>	<u>12.719</u>	<u>120.672</u>	<u>14.60%</u>
HEMF	84.544	13.971	11.607	110.123	13.32%
SECURITY FEE	8.099	1.338	1.112	10.549	1.28%
GRAND TOTAL	<u>667.165</u>	<u>81.130</u>	<u>78.299</u>	<u>826.594</u>	100.00%
PERCENTAGE (%)	80.71%	9.82%	9.47%	100.00 %	

II. PROPOSED EXPENDITURES

II.1 – INCOME FROM TUITION (FUND 164)

(Php Million):

Particulars	BatStateU PROPER	BatStateU JPLPC- MALVAR	BatStateU ARASOF- NASUGBU	Total	%	REMARKS
II.1.A - Instruction Services						<p>The budget allocation for instruction exceeds 50% due to the needs and priorities of the colleges in the effective delivery of the curricula and extra curricula activities to the general student population.</p> <ul style="list-style-type: none"> Majority of the budget is allocated for payment of regular overload teaching of permanent/temporary instructors (36.948 Million) and to other professional services (63.155 Million) for guest lecturers in lieu of contractual faculty, general services (salaries of job order personnel 10.826 Million), utility expenses (9.299 Million), security services (7.852 Million), consultancy services (2.339 Million), office supplies & materials (6.939 Million), and among others. It includes faculty and staff development amounting to 51.376 Million intended for training/seminars/workshop (5.643 Million) & scholarship expenses (45.733 Million) for the enhancement of academic staff qualifications. There is also an allocation of 30.649 Million for the student development such as incentives for student excellent performance in licensure examination and in academic activities including trainings and workshop for competition (2 Million). To increase the students' access to a more technology-based learning, the University provided an allocation for IT Equipment & Software (7.173 Million) and internet subscription (4.606 Million). Moreover, an allocation of 5.458 Million is allocated for various accreditations such as ABET, PICAB, AACCUP, RQAT, etc. to improve the quality standard of education of the University. In addition, there is also an allocation for the improvement of the facilities such as repair & maintenance of school buildings (2.683 Million), procurement of equipment (6.749 Million) and for students' chairs (1.980 Million) to provide conducive learning environment.
Personnel Services	30.432	3.500	3.016	36.948	10.63%	
Maintenance & Other Operating Expenses	150.108	17.503	14.648	182.259	52.42%	
Capital Outlay	10.729	1.913	1.280	13.921	4.00%	
Sub-Total	191.269	22.916	18.944	233.129	67.05%	
II.1.B - Research Services						<p>- The budget allocation for research is less than 10% because majority of their research programs, activities and projects was funded in Supplemental Budget FY 2019 (43.832 Million). There's also an additional budget from DBM (MDS).</p>
Personnel Services	2.500			2.500	0.72%	
Maintenance & Other Operating Expenses	15.900	1.149	1,128	18,178	5.23%	
Capital Outlay	1.589	.233	.115	1.937	0.56%	
Research Projects	8.100	.380	1.100	9.580	2.76%	
Reserve Fund			.025	.025	0.01%	
Sub-Total	28.088	1.763	2.368	32.219	9.27%	
II.1.C - Extension Services						<p>- The budget allocation for extension is less than 10% because majority of their extension programs, activities and projects was funded in Supplemental Budget FY 2019 (7.135 Million). There's also an additional budget from DBM (MDS).</p>
Maintenance & Other Operating Expenses	3.763	.717	1.011	5.491	1.58%	
Capital Outlay	.114	.146	.015	.275	0.08%	
Extension Programs, Activities and Projects (PAPs)	4.549	.900	1.342	6.791	1.95%	
Sub-Total	8.427	1.763	2.368	12.557	3.61%	
I.1.D - Disaster Risk Reduction and Management						<p>- The budget allocation for Disaster Risk Reduction and Management Program is intended for the expenses on training and development, supplies, materials and medical assistance of the BatStateU responders and volunteers for the emergencies team.</p>
Disaster Risk Reduction & Management Program	5.350			5.350	1.54%	
Sub-Total	5.350			5.350	1.54%	
I.1.E - General Administration Services						<p>- The budget allocation for general administration exceeds 10% due to the expenses necessary for the effective and efficient delivery of general administrative support services as contribution to the attainment of vision, mission, goals and objectives of the University. It includes the budget for staff development trainings (560k), office supplies and materials (2.909 Million), security and maintenance services (job orders/contract of service 26.615 Million), procurement of equipment (1.847 Million) and other maintenance & operating expenses</p>
Maintenance & Other Operating Expenses	30.001	7.026	5.293	42.320	12.17%	
Capital Outlay	.896	.025	.926	1.847	0.53%	
Reserve Fund			.096	.096	0.03%	
Sub-Total	30.897	7.051	6.315	44.263	12.73%	
I.1.F - Mandatory Reserve Fund	16.853	1,763	1.579	20.195	5.81%	- The budget allocation for mandatory reserve is less than 10% due to the needs and priorities of the colleges.
Total	280,885	35,255	31,573	347,712	100.00%	

Particulars	BatStateU PROPER	BatStateU JPLPC- MALVAR	BatStateU ARASOF- NASUGBU	Total	%
INCOME FROM TUITION : Summary by Object of Expenditures					
Personnel Services	30.432	3.500	3.016	36.948	10.63%
Maintenance & Other Operating Expenses	180.109	24.529	19.941	224.579	64.59%
Capital Outlay	11.625	1.938	2.206	15.768	4.53%
Research Services	28.088	1.763	2.368	32.219	9.27%
Extension Services	8.427	1.763	2.368	12.557	3.61%
Disaster Risk Reduction and Management Program	5.350			5.350	1.54%
Reserve Fund	16.853	1.763	1.674	20.290	5.84%
Total	280.885	35.255	31.573	347.712	100.00%

II.2 – FIDUCIARY – MISCELLANEOUS FEES (FUND 164)

Particulars	BatStateU PROPER	BatStateU JPLPC- MALVAR	BatStateU ARASOF- NASUGBU	Total	%
II.2.1 - Registration & Other Fees					
Maintenance & Other Operating Expenses	18.709	2.464	1.802	22.975	7.92%
Capital Outlay	.450	.233	.030	.713	0.25%
Reserve Fund			.316	.316	0.11%
Sub-Total	19.159	2.697	2.148	24.004	8.27%
II.2.2 - Library Fee					
Maintenance & Other Operating Expenses	19.994	4.678	2.529	27.200	9.37%
Capital Outlay	11.987	.572	2.132	14.692	5.06%
Reserve Fund	4.000			4.000	1.38%
Sub-Total	35.981	5.250	4.661	45.892	15.81%
II.2.3 - Medical & Dental Fee					
Personnel Services	.800	.094		.894	0.31%
Maintenance & Other Operating Expenses	13.438	2.116	2.763	18.317	6.31%
Capital Outlay	4.097	1.027	.064	5.188	1.79%
Reserve Fund	4.098		.028	4.126	1.42%
Sub-Total	22.434	3.237	2.855	28.525	9.83%
II.2.4 - Laboratory Fee					
Maintenance & Other Operating Expenses	9.730	1.724	2.037	13.491	4.65%
Capital Outlay	12.385	2.801	.859	16.045	5.53%
Reserve Fund	.772			.772	0.27%
Sub-Total	22.886	4.525	2.896	30.307	10.44%
II.2.5 - Sports & Athletic Fee					
Personnel Services	.428	.063		.491	0.17%
Maintenance & Other Operating Expenses	17.829	3.509	3.548	24.886	8.57%
Capital Outlay	1.118	.373	.015	1.506	0.52%
Reserve Fund	4.500			4.500	1.55%
Sub-Total	23.875	3.945	3.563	31.383	10.81%
II.2.6 - Cultural Fee					
Maintenance & Other Operating Expenses	7.049	1.016	1.031	9.096	3.13%
Capital Outlay	1.050	.322	.055	1.427	0.49%
Reserve Fund			.193	.193	0.07%
Sub-Total	8.099	1.338	1.279	10.716	3.69%

Particulars	BatStateU PROPER	BatStateU JPLPC- MALVAR	BatStateU ARASOF- NASUGBU	Total	%
II.2.7 - Guidance & Entrance Fee					
Maintenance & Other Operating Expenses	15.699	2.043	2.225	19.967	6.88%
Capital Outlay	1.123	.499		1.622	0.56%
Reserve Fund			.070	.070	0.02%
Sub-Total	16.822	2.542	2.296	21.660	7.46%
II.2.8 - ID Fee					
Maintenance & Other Operating Expenses	1.659	.299	.276	2.234	0.77%
Capital Outlay	.053	.281		.333	0.11%
Sub-Total	1.712	.580	.276	2.567	0.88%
II.2.9 - GDF					
Personnel Services		.257		.257	0.09%
Maintenance & Other Operating Expenses	2.692	.003	.027	2.722	0.94%
Capital Outlay	1.559		.100	1.659	0.57%
Reserve Fund	.139			.139	0.05%
Sub-Total	4.390	.260	.127	4.777	1.65%
II.2.10 - JOURNAL					
Personnel Services		.146		.146	0.05%
Maintenance & Other Operating Expenses	1.374	.106	.062	1.541	0.53%
Reserve Fund	2.926			2.926	1.01%
Sub-Total	4.300	.252	.062	4.614	1.59%
II.2.11 - LSDF					
Personnel Services	34.505		.157	34.662	11.94%
Maintenance & Other Operating Expenses	21.402		.677	22.079	7.61%
Capital Outlay			.120	.120	0.04%
Reserve Fund	.360			.360	0.12%
Sub-Total	56.268		.954	57.221	19.72%
II.2.12 - Security Fee (for Laboratory School of Nasugbu)					
Maintenance & Other Operating Expenses			.144	.144	0.05%
Sub-Total			.144	.144	0.05%
II.2.13 - RLEF					
Personnel Services	.189			.189	0.07%
Maintenance & Other Operating Expenses	4.544	.119	.074	4.736	1.63%
Capital Outlay	.318			.318	0.11%
Reserve Fund			.064	.064	0.02%
Sub-Total	5.051	.119	.138	5.307	1.83%
II.2.14 - Internet Fee					
Maintenance & Other Operating Expenses	13.139	2.321	1.359	16.819	5.80%
Capital Outlay	.816		.804	1.620	0.56%
Sub-Total	13.955	2.321	2.163	18.439	6.35%
II.2.15 - Other Miscellaneous Income					
Maintenance & Other Operating Expenses	1.108			1,108	0.38%
Capital Outlay	.392			392	0.14%
Reserve Fund	2.207			2,207	0.76%
Sub-Total	3.707			3,707	1.28%
II.2.16 - Affiliation Fee					
Maintenance & Other Operating Expenses			.961	.961	0.33%
Sub-Total			.961	.961	0.33%
Total	238.637	27.066	24.521	290.224	100.00%
Summary by Object of Expenditures:					
Personnel Services	35.922	.560	.157	36.639	12.62%
Maintenance & Other Operating Expenses	148.364	20.398	19.513	188.275	64.87%
Capital Outlay	35.348	6.107	4.179	45.635	15.72%
Reserve Fund	19.003		.671	19.674	6.78%

II.3 – INCOME GENERATING PROJECTS (FUND 163)

Particulars	BatStateU PROPER	BatStateU JPLPC-MALVAR	BatStateU ARASOF-NASUGBU	Total	%
Maintenance & Other Operating Expenses (including Cost of Sales amounting to Php 43.505 Million)	47.215	3.388	8.590	59.193	87.07%
Capital Outlay	2.209	.113	.130	2.452	3.61%
Reserve Fund/Investment Fund for New Projects	5.576		.766	6.341	9.33%
Total	55.000	3.500	9.486	67.986	100.00%

The Budget for BatStateU PROPER includes the allocation for Two (2) Main Campuses and Seven (7) Extension Campuses namely: BatStateU Balayan, BatStateU Lemery, BatStateU Lipa, BatStateU Rosario, BatStateU San Juan, BatStateU Lobo and BatStateU Mabini.

The budget includes the following:

1. Personnel Services

Overall, the total estimated income of P73.588 Million is allocated for the payment of salaries and other personnel benefits of contractual faculties (Integrated School-LSDF Fee), overload teaching of permanent/temporary instructors/professors and hazard pay of medical/dental regular personnels. It also includes incentives of regular faculties and employees for their researches, inventions and the like.

2. Maintenance and Other Operating Expenses

Overall, the total estimated income of P472.048 Million is allocated to augment the meager appropriation for MOOE provided by the national government in the General Appropriations Act of FY 2020 amounting to P112.470 Million. It includes other professionals services for guest lecturers in lieu of contractual faculty, general services with 20% premium in accordance with amendment to the CSC-COA-DBM Joint Circular No. 1, s. 2017 dated November 9, 2018 (salaries of job orders personnel), utility expenses, security services, supplies and materials, repairs and maintenance of buildings, equipment, motor vehicles and among others. It also includes the budget for Faculty Development amounting to P45.333 Million intended for the enhancement of academic staff qualifications. Moreover, it includes 43.505 Million intended for Cost of Sales under Income Generating Projects.

3. Capital Outlay

Overall, the total estimated income of P63.855 Million is allocated to the acquisition of equipment, furniture, books, (P63.130 Million) etc., and for the Completion of Student services Center – BatStateU ARASOF-Nasugbu (Phase II - .725k) which are necessary to meet the increasing needs of University’s operation.

4. Research Services

P32.219 Million or 9.27% of the total estimated income from tuition fee is allocated to Personnel Services such as honoraria and incentives of researchers. Maintenance & Other Operating Expenses includes the allocation for traveling & training/seminars/workshop, office supplies and materials, mandatory expenditures such as utility expenses, communication expenses, and wages of research personnel (job orders/contract of service). Capital Outlay includes the allocation for ICT Equipment and Software, Furniture & Fixtures and Equipment. Research projects is intended to improve research capability towards international competitiveness such as producing quality researchers outputs that would be beneficial for the development of the community and likewise finances important research activities that develop research programs responsive to the needs of the community and industry. Reserve fund is intended for contingencies.

5. Extension Services

P12.557 Million or 3.61% of the total estimated income from tuition fee is allocated to Maintenance & Other Operating Expenses which includes the allocation for traveling & training/seminars/workshop, office supplies and materials, mandatory expenditures such as utility expenses, communication expenses, and wages of extension personnel (job orders/contract of service). Capital Outlay includes the allocation for ICT Equipment, Furniture & Fixtures and Equipment. Extension programs, activities & projects are geared towards enhancing capability building to beneficiaries in terms of literacy, professional development, technical assistance and advisory services.

6. Disaster Risk Reduction and Management Program

P5.350 Million or 1.54% of the total estimated income from tuition fee is allocated to cover the expenses on training and development, supplies, materials and medical assistance of the BatStateU responders and volunteers for the emergencies team.

7. Reserve Fund

Overall, the total estimated income of P32.989 Million is allocated for contingencies, including emergency payment of goods, services and construction of structures destroyed by natural or man-made calamities.

8. Reserve Fund / Investment Fund for New Projects

P6.341 Million of the total estimated income is allocated for investment to new projects under Income Generating Projects.

The budget was prepared based on the following assumptions:

1. There will be 38,650 projected enrollees of which 2,785 are Integrated School Pupils.

Breakdown Projected Enrollees:

Particulars	BatStateU PROPER	BatStateU JPLPC- MALVAR	BatStateU ARASOF- NASUGBU	FY 2020 TOTAL	FY 2019 TOTAL	Increase/ Decrease	%
Graduate & Undergraduate Enrollees	28,317	4,185	3,363	35,865	30,519	5,346	17.52%
Integrated School Enrollees	2,285		500	2,785	2,920	-135	-4.62%
TOTAL	30,602	4,185	3,863	38,650	33,439	5,211	15.58%
PERCENTAGE (%)	79.18%	10.83%	9.99%	100.00%			

2. Average of 21 units for undergraduates and 9 units for graduate school are used in projecting tuition fees.

**Comparison of Projected Income FY 2020 vs. Actual Income FY 2019 (As of November 22, 2019)
By Campus
(Php Million)**

Particulars	BatStateU PROPER	BatStateU JPLPC- MALVAR	BatStateU ARASOF- NASUGBU	TOTAL	%
I. PROJECTED INCOME FY 2020					
Projected Income from Tuition	280.885	35.255	31.573	347.712	
Fiduciary - Miscellaneous Fees	238.637	27.066	24,521	290.224	
Income from IGP	55.000	3.500	9.486	79.986	
Sub-Total	574.522	65.821	65.579	705.922	
Add: Contingent Income	92.643	15.310	12.719	120.672	
Total	667.165	81.130	78.299	826.594	
II. ACTUAL INCOME FY 2019 (As of Nov. 22, 2019)					
Projected Income from Tuition	212.820	22.125	22.797	257.742	
Fiduciary - Miscellaneous Fees	203.783	18.214	20.983	242.980	
Income from IGP	48.242	3.783	8.020	60.045	
Sub-Total	464.845	44.122	51.801	560.768	
Add: Contingent Income *	41.900	6.638	5.664	54.203	
Total	506.745	50.761	57.465	614.971	
INCREASE / DECREASE (Projected 2020 vs. Actual Income FY 2019)					
Projected Income from Tuition	68.065	13.130	8.775	89.970	34.91%
Fiduciary - Miscellaneous Fees	34.854	8.852	3.538	47.244	19.44%
Income from IGP	18.758	-.283	1.466	19.941	33.21%
Sub-Total	109.677	21.699	13.779	145.154	25.88%
Add: Contingent Income	50.743	8.671	7.055	66.469	122.63%
Total	160.420	30.370	20.833	211.623	34.41%
%	31.66%	59.83%	36.25%	34.41%	

Remarks: The projected income increase in FY 2020 is mainly due to the projected increase on the number of enrollees of 5,211

**Comparison of Projected Income FY 2020 vs. Projected Income FY 2019
(Php Million)**

PARTICULARS	FY 2020	FY 2019	Increase / Decrease	%
I. PROJECTED INCOME FROM TUITION				
Instruction Services	233.129	214.434	18.695	8.72%
Research Services	32.219	31.215	1.004	3.22%
Extension Services	12.557	11.702	0.855	7.31%
Disaster Risk Reduction and Management	5.350		5.350	100.00%
General Administration Services	44.263	52.894	(8.631)	-16.32%
Mandatory Reserve Fund	20.194	23.914	(3.720)	-15.56%
SUB-TOTAL	347.712	334.159	13.553	4.06%
II. FIDUCIARY – MISCELLANEOUS FEES				
1. Registration & Other Fees	24.004	25.677	(1.673)	-6.52%
2. Library Fee	45.892	42.353	3.539	8.36%
3. Medical & Dental Fee	28.525	26.306	2.219	8.44%
4. Laboratory Fee	30.307	30.826	(0.519)	-1.68%
5. Sports & Athletic Fee	31.383	31.059	0.324	1.04%
6. Cultural Fee	10.716	10.570	0.146	1.38%
7. Guidance & Entrance Fee	21.660	21.899	(0.239)	-1.09%
8. ID Fee	2.567	3.802	(1.235)	-32.48%
9. GDF	4.777	3.811	0.966	25.35%
10. Journal Fee	4.614	3.668	0.946	25.79%
11. Security Fee (for Laboratory School of Nasugbu)	0.144	0.134	0.010	7.46%
12. LSDF	57.221	30.511	26.710	87.54%
13. RLEF	5.307	4.221	1.086	25.73%
14. Internet Fee	18.439	18.339	0.100	0.55%
15. Other Miscellaneous Income	3.707	1.320	2.387	180.83%
16. Affiliation Fee	0.961	0.500	0.461	92.20%
SUB-TOTAL	290.224	254.996	35.228	13.82%
TOTAL (FUND 164)	637.936	589.155	48.781	8.28%
III - INCOME FROM IGP (FUND-163)	67.986	61.709	6.277	10.17%
TOTAL (FUND - 164 & FUND - 163)	705.922	650.865	55.057	8.46%
ADD: CONTINGENT INCOME	120.672	119.383	1.289	1.08%
GRAND TOTAL	826.594	770.247	56.347	7.32%

Remarks: The projected income increase in FY 2020 is mainly due to the projected increase of the number of enrollees of 5,211

**Comparison of MDS Budget FY 2020 vs. FY 2019
(Php Million)**

PARTICULARS	FY 2020	FY 2019	Increase / Decrease	%	Remarks
I. General Administration and Support	69.934	75.251	-5.317	-7.07%	The decrease is mainly due to the filled plantilla positions as of May 20, 2019 generated by DBM in the Personal Services Itemization and Plantilla of Personnel (PSIPOP) System.
II. Auxiliary Services	8.257	8.352	-0.095	-1.14%	
III. Operations	440.563	458.004	-17.441	-3.81%	
Higher Education Program	416.714	435.991	-19.277	-4.42%	
Advanced Education Program	12.076	9.889	2.187	22.12%	
Research Program	8.163	8.423	-0.26	-3.09%	
Technical Advisory Extension Program	3.610	3.701	-0.091	-2.46%	
TOTAL	518.754	541.607	-22.853	-4.22%	