



BUDGET FISCAL YEAR 2016

Heartland Community College
Community College District #540
1500 W. Raab Rd. Normal, IL 61761



HEARTLAND COMMUNITY COLLEGE

Fiscal Year 2016

Budget

September 15, 2015

Prepared by:

Business Services Division

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HEARTLAND
COMMUNITY COLLEGE

Community College District #540

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Heartland Community College

Fiscal Year 2016 Budget



HEARTLAND
COMMUNITY COLLEGE

Table of Contents

Introduction

- 1 Transmittal Letter
- 3 Organizational Structure
- 7 Principal Officials
- 8 Resolution Adopting the Fiscal Year 2016 Budget

Statistics and Graphical Information

- 9 Highlights of the Fiscal Year 2016 Budget
- 14 Operating Fund - Revenues By Source
- 17 Operating Fund - Expenditures By Object
- 20 Education Fund - Expenditures By Object
- 22 Operations & Maintenance Fund - Expenditures by Object

Financial

- 24 Summary of Fiscal Year 2016 Budget By Fund
- 25 Summary of Fiscal Year 2016 Operating Estimated Revenues
- 27 Summary of Fiscal Year 2016 Estimated Revenues-All Other Funds
- 30 Summary of Fiscal Year 2016 Operating Budgeted Expenditures
- 31 Fiscal Year 2016 Budgeted Expenditures-All Other Funds

Heartland Community College Fiscal Year 2016 Budget



HEARTLAND
COMMUNITY COLLEGE

Introduction

Transmittal Letter
Organizational Structure
Principal Officials
Resolution Adopting the Fiscal Year 2016 Budget

September 16, 2015

To the Citizens of Community College District No. 540:

Provided herein is the Heartland Community College District No. 540 Budget for Fiscal Year 2016, the year beginning July 1, 2015 and ending June 30, 2016. This budget reflects the fiscal year 2016 financial implications of the Heartland Community College Strategic Plan. It also incorporates the educational and public service operational commitments of Heartland Community College to District students and residents. The budget was adopted following an opportunity for public review and a public hearing conducted on September 15, 2015.

This budget document is presented in three sections:

1. Introduction – The Introduction includes this transmittal letter, the Heartland Community College Organizational Structure, a list of principal officials of the College, and the Resolution Adopting the Fiscal Year 2016 Budget.
2. Statistics and Graphical Information – This section provides a brief narrative of highlights of the fiscal year 2016 budget as well as various charts, tables and graphical presentations of the budget.
3. Financial – Complete budget documents for all College funds in the State-prescribed format for all Illinois community colleges can be found here.

For the second consecutive year, College staff used a modified zero-based budgeting approach and critically reviewed departmental budget requests and revenue projections necessary to operate the College during fiscal year 2016. Decisions reflected in this budget have been made with a view to assuring the most efficient and effective utilization of institutional resources available for fiscal year 2016. This budget also has been designed to provide the resources necessary to support the College's foundational commitments and enduring goals.

Heartland Community College

Founded in 1990, Heartland Community College is a comprehensive community college operating in accordance with the provisions of the Illinois Public Community College Act. The College is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools and recognized by the Illinois Community College Board. Fiscal year 2016 marks the College's 25th anniversary. This budget is aligned with and supports our mission, foundational commitments and enduring goals.

Mission

Heartland inspires lives through accessible and personalized student support, exemplary innovation, and high expectations for success in teaching and learning.

Foundational Commitments and Enduring Goals

Valuing People

- HCC will engage internal and external constituents to encourage open communication, promote professional and personal development, and implement processes that enhance organizational culture.
- HCC will recruit, hire, professionally develop, and retain talented and collaborative employees to advance organizational excellence.

Collaborating Effectively

- HCC will champion collaboration among internal and external constituents to stimulate social, economic, and environmental advancements.

Serving as a Community Resource

- HCC will provide an array of expertise, programs and facilities to address community needs that align with our mission.

Creating Access to Opportunities

- HCC will broaden pathways to lifelong learning by fostering personal growth, minimizing obstacles, and facilitating progress.

Supporting Student Success

- HCC will effectively transition students into college-level coursework by assessing, accelerating, and augmenting student readiness.
- HCC will empower our students to explore options, develop intentional pathways, and achieve relevant academic and career goals.
- HCC will improve student support by continually assessing and responding to diverse needs.
- HCC will promote a student-centered culture by intentionally building relationships that promote student engagement and development.

Leading Quality Innovation

- HCC will enhance decision making at all levels of the organization through processes and technologies that guarantee quality data and actionable intelligence to support improvement.
- HCC will incorporate systems-oriented, data-informed approaches to create, implement, and share exemplary practices.

Modeling Stewardship and Sustainability

- HCC will adhere to informed and responsible practices that safeguard social, economic, and environmental well-being.
- HCC will practice visionary planning, actively pursuing resources and partnerships to ensure our long-term viability.

Exemplifying Teaching and Learning Excellence

- HCC will recruit, hire, professionally develop, and retain high quality faculty, instructors, and learning support staff.
- HCC will design, deliver, and assess high quality curriculum and instruction for our diverse programs, supporting relevant career pathways for learners.
- HCC will design, develop, and maintain exemplary physical and technological infrastructure to create an optimal teaching and learning environment.
- HCC will effectively assess students' experiences, creating actionable intelligence applied at key momentum points to improve student learning.

SUMMARY

Implicit in the presentation of this budget material is the administration's commitment to manage the educational and financial affairs of the College within the guidelines set forth by this adopted budget. This publication of the fiscal year 2016 budget has been prepared to provide the Board, staff, students and the community at-large with an informative financial statement of the proposed educational and operating commitments of Heartland Community College. We hope this document will stimulate interest in and facilitate understanding of the programs and services by which the College intends to realize its higher educational goals and its community service obligations.

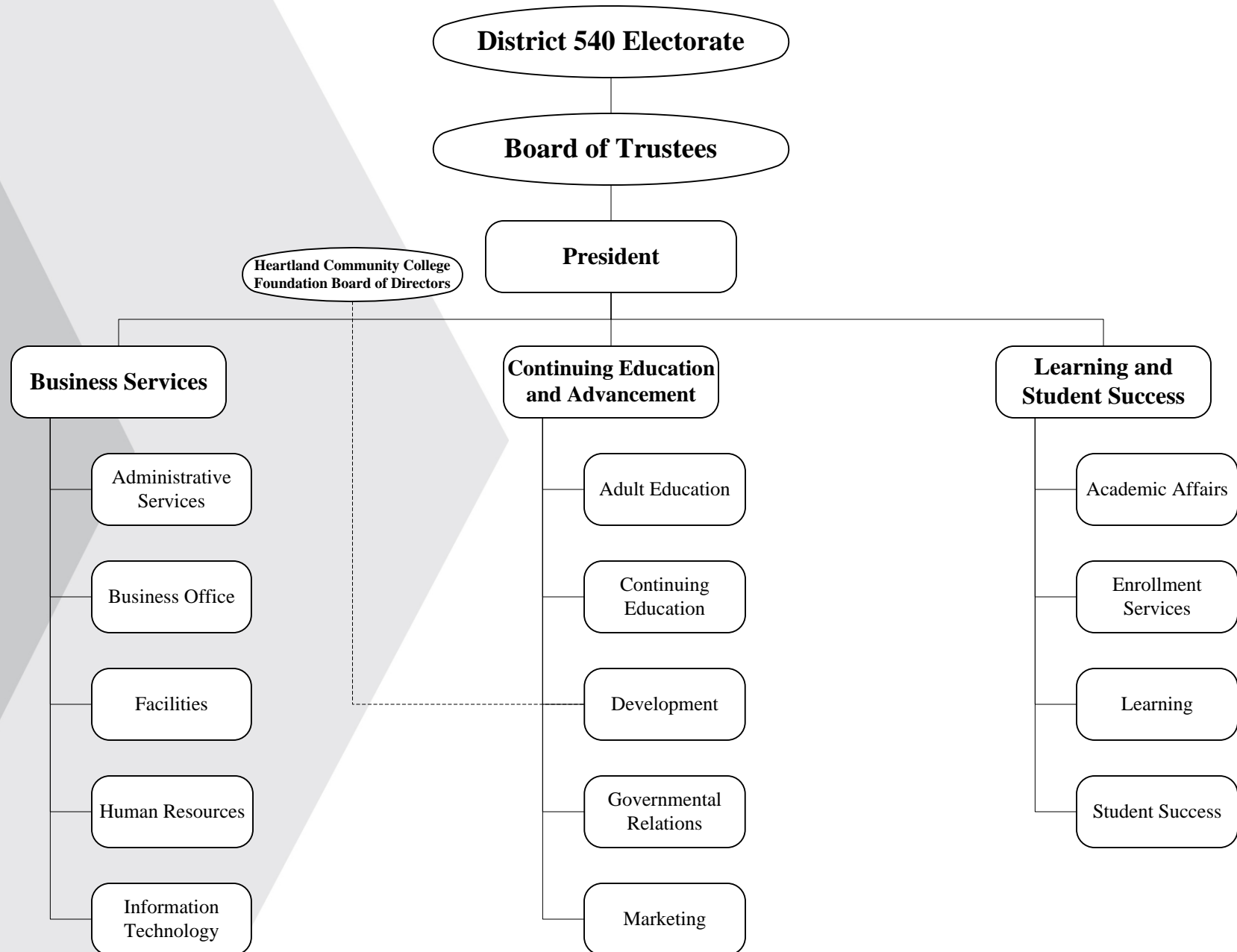
ACKNOWLEDGMENTS

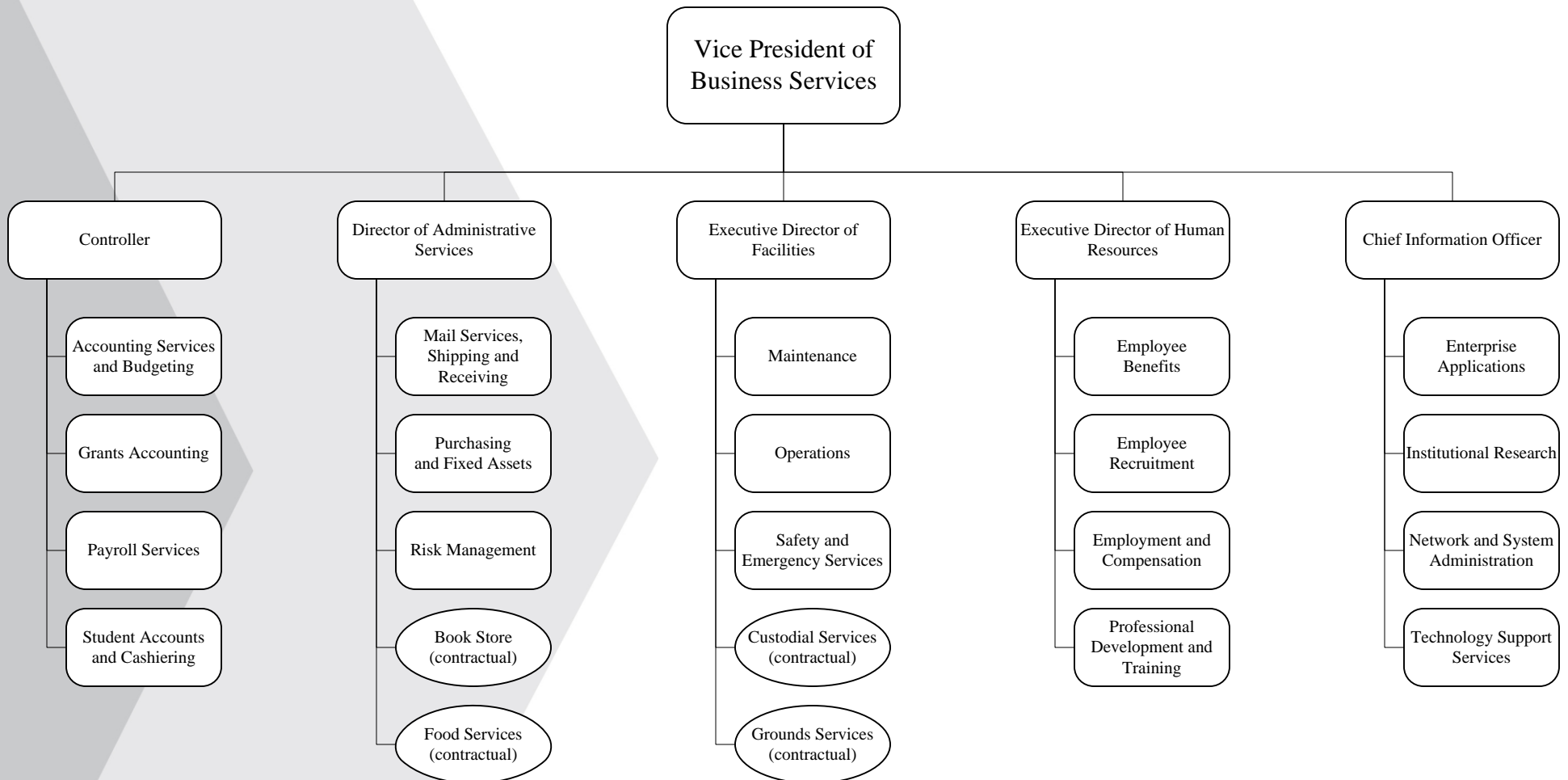
We thank the Board of Trustees for their support and attention to planning and conducting the financial operations of the College in a highly responsible and accountable manner, with fiscal integrity. We also acknowledge the efforts of staff from all areas of the College, particularly the President's Cabinet and the College Advisory Council, in the development of this budget.

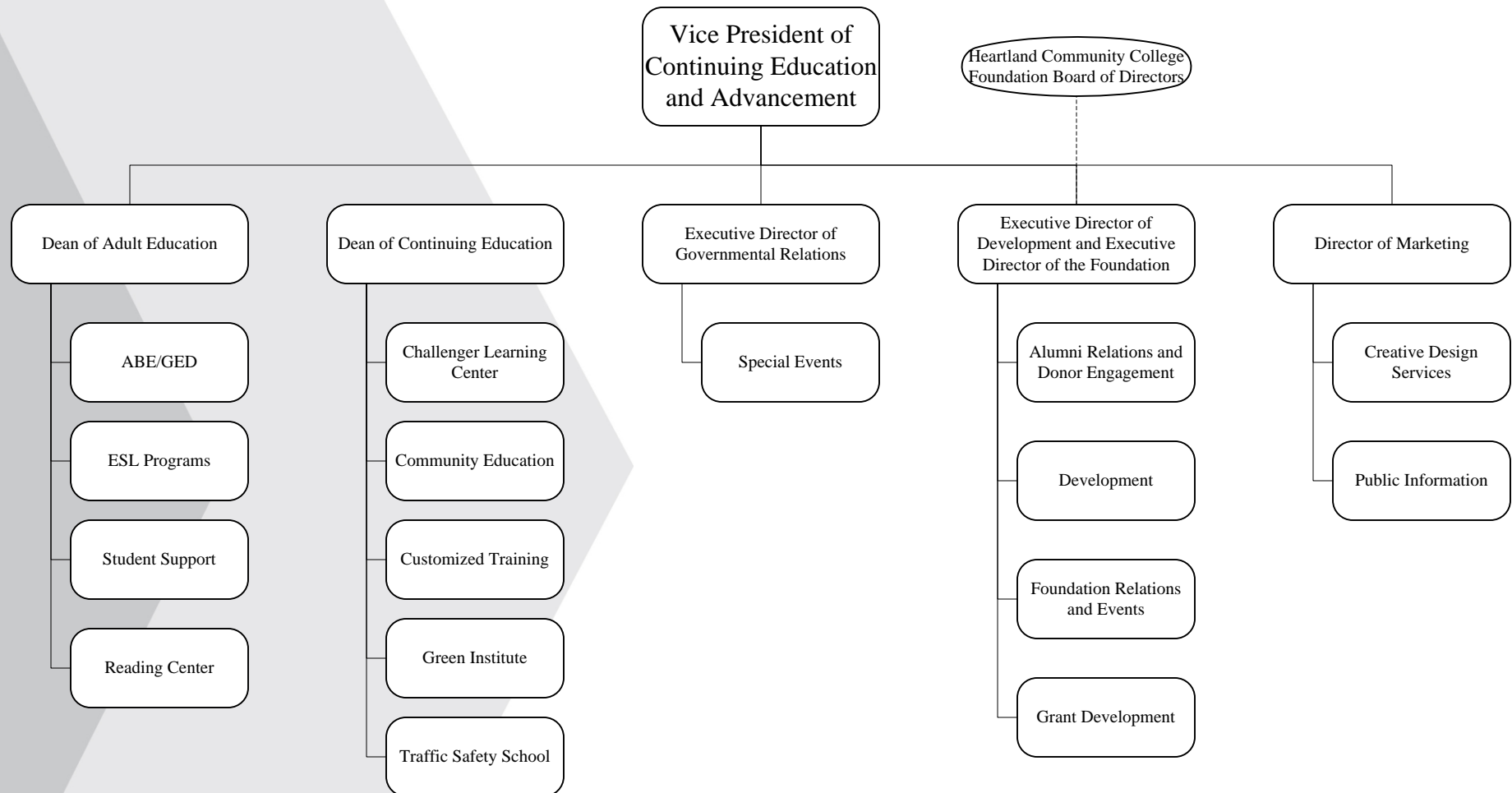
Respectfully submitted,

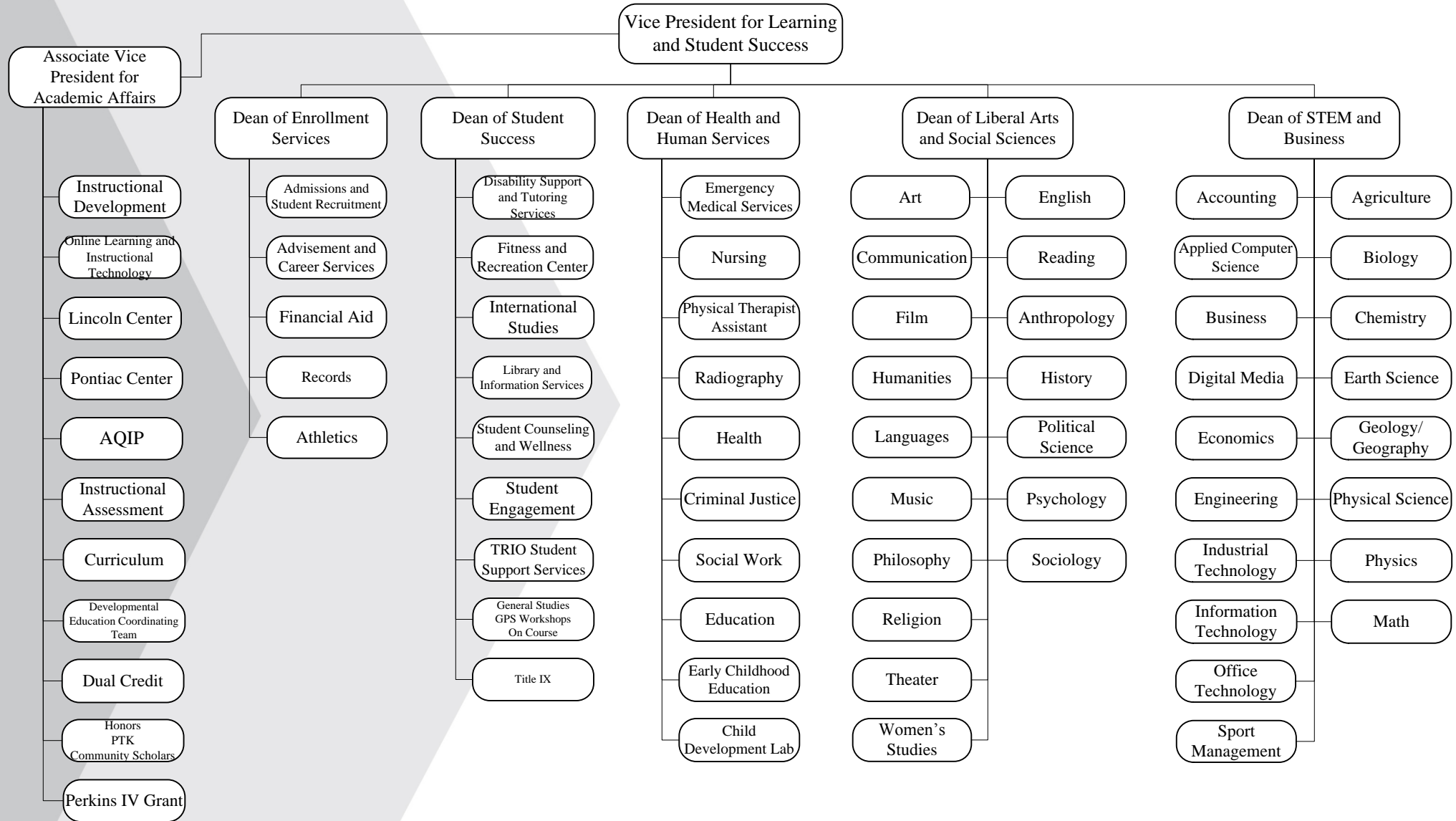
Robert D. Widmer
President

Douglas E. Minter
Vice President of Business Services and Treasurer









**HEARTLAND COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT #540**

PRINCIPAL OFFICIALS

Board of Trustees

	<u>Position</u>	<u>Term Expires</u>
Gregg Chadwick	Chair	2017
James R. Drew	Vice-Chair	2017
John A. Copes	Secretary	2021
Rebecca Ropp	Trustee	2021
Jeffrey Flessner	Trustee	2019
Donald Gibb	Trustee	2019
Patrick Hardesty	Trustee	2019
Chad Rosenbaum	Student Trustee	2016

Officers of the College

Robert D. Widmer	President
Rick Pearce	Vice President for Learning and Student Success
Kelli Hill	Vice President of Continuing Education and Advancement
Douglas E. Minter	Vice President of Business Services

Officials Issuing Report

Sue A. Gilpin	Controller
Sharon M. McDonald	Associate Director for Accounting Services
Shelley Marquis	Associate Director for Payroll Services

Department Issuing Report

Business Services Division

RESOLUTION ADOPTING ANNUAL BUDGET

WHEREAS, the Board of Trustees of Community College District No. 540, Counties of DeWitt, Ford, Livingston, Logan, McLean, and Tazewell, and State of Illinois, must adopt an annual budget within or before the first quarter of each fiscal year; and,

WHEREAS, a tentative budget for the fiscal year 2016 (July 1, 2015 to June 30, 2016) was prepared and made conveniently available to public inspection for at least thirty (30) days heretofore, after due notice of availability for public inspection; and,

WHEREAS, a public hearing has been held regarding such tentative budget, after due notice of the holding of such public hearing; and,

WHEREAS, the provisions of the Illinois Public Community College Act required to be complied with prior to adopting an annual budget have been complied with;

WHEREAS, specific expenses that may be paid from the tax levied for operation and maintenance of facilities purposes and the purchase of college grounds pursuant to Section 3-20.3 of the Illinois Public Community College Act (110 ILCS 805/3-20.3) shall be paid from said tax to the extent provided for in and contemplated by said budget.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE Board of Trustees of Community College District No. 540, Counties of DeWitt, Ford, Livingston, Logan, McLean, and Tazewell, and State of Illinois, that the annual budget for the fiscal year 2016 (July 1, 2015 to June 30, 2016), attached hereto and incorporated by reference, is hereby adopted as the annual budget for such fiscal year.

APPROVED: _____
Chair, Board of Trustees

ATTEST:

Secretary, Board of Trustees

Recorded this 15th day of September, 2015

Heartland Community College Fiscal Year 2016 Budget



Statistics and Graphical Information

Highlights of the Fiscal Year 2016 Budget

Operating Fund - Revenues By Source

Operating Fund - Expenditures By Object

Education Fund - Expenditures By Object

Operations & Maintenance Fund - Expenditures By Object

HIGHLIGHTS OF THE FISCAL YEAR 2016 BUDGET

The Fiscal Year 2016 Budget has been influenced by several factors. These include a projected minimal enrollment increase, a \$3 per credit hour tuition increase, a small increase in the local property tax base, the lingering uncertainty of funding from the State of Illinois, and the ever-increasing demands placed on student tuition and fees. A very significant additional factor is knowledge of the loss in fiscal year 2017 of a longstanding portion of property tax revenue creating the need to adopt more conservative spending plans with this budget.

As in previous years, the budget embraces the Heartland Community College commitment to supporting student success, serving as a community resource, and modeling stewardship and sustainability. Accordingly, a strong strategic focus was employed throughout the process of developing the Fiscal Year 2016 Budget. One example of this focus was a continued emphasis on collaboration and transparency themes incorporated in the last few years. Budget managers were provided with spending targets driven by conservative revenue assumptions and based on average spending in prior years. While targets reflected cuts of approximately 25 percent across most discretionary budget lines, budget managers had more latitude to reallocate targeted amounts for varied needs and the budget software was enhanced to provide more visibility to all data in the budget.

The lack of a State budget has created even more uncertainty in many categories of the College budget this year. Typically, the time period between adoption of a tentative budget and a final budget is used to project revenues and expenses with more accuracy. Quite the contrary has been true with development of our final budget. Still unknown are funding for State base operating grants, State adult education grants, the Illinois Student Assistance Commission Monetary Award Program (ISAC MAP) for students, Veterans funding, a construction grant for the Challenger Learning Center from the Illinois Department of Commerce and Economic Opportunity, and federal Perkins grant funding. Additionally, lingering concerns exist regarding potential pension reform costs and the possibility of a potential property tax freeze.

Constructing a budget with these considerations in mind has not been accomplished without serious implications. A variety of revenue assumptions and cost adjustments were needed to reach closure on the Fiscal Year 2016 Budget. Following is a discussion of various revenues and expenditures included in the Fiscal Year 2016 Budget.

OPERATING FUNDS

Revenues

The general operating funds of the College are the total of the Education Fund and the Operations and Maintenance Fund. These revenues and transfers for fiscal year 2016 are budgeted at \$29,232,230 in the Education Fund and \$3,718,841 in the Operations and Maintenance Fund. The combination of these two funds will provide total operating revenues and transfers of \$32,951,071.

Student tuition and course fees. The Fiscal Year 2016 Budget anticipates an overall increase in student tuition and fees revenue of 5.7 percent compared to the Fiscal Year 2015 Budget. This increase is the result of a tuition increase of \$3 per credit hour combined with a projected 1.0 percent enrollment increase. Student tuition and fees account for 47.7 percent of operating fund revenues. There is certainly concern for this continuing strong reliance on student funding, as it approaches almost half of the operating budget support.

Following modest increases in both spring and summer 2015 enrollments, fall enrollment followed suit with an increase of 1.7 percent in credit hours and a very minimal decline in headcount. Total credit hours for fiscal year 2016 are, therefore, projected to increase over fiscal year 2015 hours by 1.0 percent.

Enrollment decreases are continuing to be seen at many community colleges across the State. This trend has been experienced the last few years by most Illinois community colleges and is a trend expected to continue in the upcoming year for many colleges. It is important to note that relative to other Illinois community colleges, however, Heartland's previous enrollment declines have been less. Our enrollment increase projection for fiscal year 2016 is conservative due to the continued uncertainty and trends. Heartland's enrollment patterns should translate to some increase in the College's share of State base operating grant funding in fiscal year 2016 and again in 2017, due to the allocation formula for this funding.

State revenues. While much uncertainty exists with the State of Illinois, the College is projecting an increase of 6.0 percent in its State support for fiscal year 2016. If total funding for all Illinois community colleges was to be level with fiscal year 2015 appropriations, Heartland's allocation would actually increase due to the aforementioned enrollment numbers relative to other colleges. This budget conservatively forecasts an increase of \$196,614 or 8.7 percent over the fiscal year 2015 appropriation. If level funding does occur, Heartland's appropriation could be increased by an additional \$196,614. Special purpose funding from the State, in the form of restricted grants for adult education, while also vulnerable to State reductions, are projected to remain flat.

Although all fiscal year 2015 appropriated operating fund revenues still have not been received by the College and a 2.5 percent rescission occurred late in fiscal year 2015, indications are that 100 percent of all remaining funds due the College will be paid. It is important to recognize that as this budget is being presented, the State's fiscal year 2016 budget still has not been finalized.

Local support. Local tax revenue anticipated for the Fiscal Year 2016 Budget is based on the tax levy adopted last fall and can be forecast with greater certainty than tuition and state funding. The Budget is based on an equalized assessed value that increased this year by approximately 2.0 percent. The overall increase in local support is 3.5 percent and compares to an increase of 0.55 percent in the prior year. Local support will provide 37.0 percent of total operating fund revenues.

During the past few years, the rate of growth in the tax base of the district has been impacted by significant farmland assessment adjustments, property tax relief measures, and a general weakening of commercial development and residential real estate transactions. The tax base growth supporting this budget, while now again positive for two consecutive years, has been

much weaker than in past years. Local real estate market indicators now appear to be trending in a more positive direction so a renewed positive trend may be on the horizon.

Also, a 4.7 percent budget-to-budget increase in corporate personal property replacement tax revenue is being projected for fiscal year 2016. This revenue is budgeted at \$840,982 which approximates the amount actually received during fiscal year 2015.

Continuing Education fees. Another source of revenue for the operating funds is continuing education fees. This is the revenue generated largely from community education programs and customized training. This revenue is budgeted at \$2,293,500 for fiscal year 2016 as compared to \$3,243,136 for fiscal year 2015. While this amount is a significant decrease (29.3 percent) from fiscal year 2015 budgeted revenue, it is more consistent with the actual revenues recognized for fiscal year 2015. A single training contract originally initiated during 2013 is expected to decline from fiscal year 2015 levels and accounts for 23.4 percent of this revenue source.

Investment and other income. Investment income is budgeted at \$28,538 for fiscal year 2016, a 5.7 percent decrease from the fiscal year 2015 budgeted amount of \$30,254. Other and federal income represents a variety of grant-related and miscellaneous revenues totaling \$115,000.

A graphical analysis of fiscal year 2016 revenue sources is presented at the beginning of the following Statistics and Graphical Information section. Included as well is a comparison of budgeted operating fund revenue sources between fiscal years 2016 and 2015.

Expenditures

Budgeted operating fund expenditures are represented by the combination of the Education Fund and the Operations and Maintenance Fund. The fiscal year 2016 budgeted Education Fund expenditures and transfers are \$29,157,230. The Operations and Maintenance Fund expenditures and transfers included in the Fiscal Year 2016 Budget are \$3,643,841. Total operating expenditures and transfers are budgeted at \$32,801,071. These total operating expenditures are \$150,000 less than operating revenues, providing a budgeted reserve of \$150,000. While this contributes to the College's financial reserves, it is important to recognize the reserves plan prescribes a more aggressive allocation.

Employee salaries and benefits. Employee salaries and benefits are the most significant component of any community college's expenses. Heartland is no exception. The Fiscal Year 2016 Budget provides for \$22.6 million in employee compensation, representing 69.0 percent of the total College operating budget and a 0.8 percent total increase over fiscal year 2015 budgeted salaries and benefits. While the Budget provides for overall increases generally of 1.0 percent in wages and salaries to eligible employees, a new Collective Bargaining Agreement with full-time faculty has not yet been negotiated.

The cost of employee group insurance is the major component of employee benefits. Additional benefit costs reflected in the salaries and benefits budgeted expenditures include the required contribution by the College to the State of Illinois insurance program for community college retirees, employee and dependent tuition waivers and reimbursements, and employee assistance program costs. The total cost for the group insurance benefits portion of staff compensation is based on a projected overall increase of approximately 6.4 percent over the prior year.

Contractual services. The Budget reflects a decrease of 13.5 percent or approximately \$340,000 in contractual services for fiscal year 2016 compared to fiscal year 2015. This decrease is the result of a concerted effort to reduce departmental spending across the College and to some reductions in projected continuing education and customized training contracts.

General materials and supplies. Materials and supplies costs are projected to decrease by 4.2 percent or approximately \$60,000. This reduction is also the result of efforts to reduce spending during the targeted budgeting and prioritization process.

Conference, travel, and meeting expense. The amount of monies allocated to conference, travel, and meeting expenses for fiscal year 2016 has decreased by approximately \$22,000 or 4.7 percent from the fiscal year 2015 budget level. While supporting professional development opportunities continues to be a fundamental interest of College leadership, budget managers were asked to prioritize and reduce spending in all discretionary areas this year.

Fixed charges. Fixed charges are budgeted to increase 3.5 percent or by approximately \$36,000 over the fiscal year 2015 budget amount. Fixed charges include leases for the Heartland Pontiac Center, Heartland Lincoln Center and other short-term instructional sites for community education classes, as well as various annual insurance coverages, property taxes and other small equipment lease and rental costs. Debt service payments associated with the guaranteed energy savings performance contract will also increase during fiscal year 2016.

Utilities. The Fiscal Year 2016 Budget includes utilities costs of \$958,089, a decrease of 0.3 percent from the fiscal year 2015 budgeted amount. Utility costs are monitored and managed closely throughout the year.

Capital outlay. Some funding for capital outlay has again been included to address deferred maintenance projects and other instructional equipment replacement needs that have not been completed, nor purchased, in recent years. Operating funds for capital may also be needed if federal Perkins Grant funding is cancelled or reduced. A total of \$257,801 has been budgeted in the operating fund for capital outlay as compared to \$257,000 in fiscal year 2015.

Other. Other expenditures will increase by 23.7 percent or \$606,190 over the fiscal year 2015 budget amount. This increase is the result of projected increases in the cost of tuition waivers and other miscellaneous costs such as credit card fees. Significant growth in the dual credit program (College NOW) with district high schools will continue to contribute to this increase in waiver costs. In the absence of (or reductions to) State funding of the ISAC MAP awards to students, these funds may also be used to cover those costs or other unfunded State mandates.

Contingencies and transfers. Budgeted contingencies and transfers again are incorporated into the final Budget. For fiscal year 2016, budgeted contingencies total \$220,000 with \$170,000 in the Education Fund and \$50,000 in the Operations and Maintenance Fund. These contingency monies are built into the budget to provide for the uncertainties associated with the State's finances, possible pension reform costs, spring enrollment fluctuations, utilities, and other market-driven costs, as well as to fund reserve plans. The total contingency reflects only 0.7 percent of the total operating budget.

A budgeted transfer in the Operations and Maintenance Fund provides \$219,144 to the Operations and Maintenance (Restricted) Fund. This transfer will continue a commitment to

restoring reserves for future campus projects and will fund the annual debt certificate interest payment on the 2010 land purchase.

A budgeted transfer from the Education Fund provides \$241,266 to the Auxiliary Enterprises Fund. This transfer will subsidize auxiliary operations such as the Child Development Lab, food service operations, student athletics and activities, and other student life initiatives.

Over the last three years, addressing textbook affordability concerns has been a very high priority. Recommendations from a College committee charged with researching the issue and making recommendations are incorporated into a new contract with the College's bookstore partner. Of greatest budgetary significance is the forfeiture of commissions by the College, which translates to a reduction in revenue for the Auxiliary Enterprises Fund of approximately \$150,000. However, growth in international programs will help offset that reduction.

OTHER FUNDS

The Fiscal Year 2016 Budget includes anticipated revenues and expenditures for several other funds including the Liability, Protection and Settlement Fund, Restricted Purposes Fund, Audit Fund, Bond and Interest Fund, Operations and Maintenance (Restricted) Fund, Auxiliary Enterprises Fund, Working Cash Fund, Self-Insurance Fund, and the Trust and Agency Fund. These funds derive revenues generally from State sources, local tax receipts, special fees, and/or interest income, and generate expenditures within specifically defined parameters prescribed by the revenue provider or applicable statutes or administrative rules.

The Liability, Protection, and Settlement Fund monies are used to support the risk management program of the College and thereby shield the College from tort litigation. The Restricted Purposes Fund is used to account for federal, state, and local grants and initiatives including student financial aid. During fiscal year 2016, the Restricted Fund will also be used to account for: (1) approximately \$1.5 million in technology expenditures associated with the 2014 technology funding bond issue; (2) the guaranteed energy savings facility improvement measures project; and (3) issuance of \$4.5 million in new technology funding bonds, heretofore strategically issued biennially.

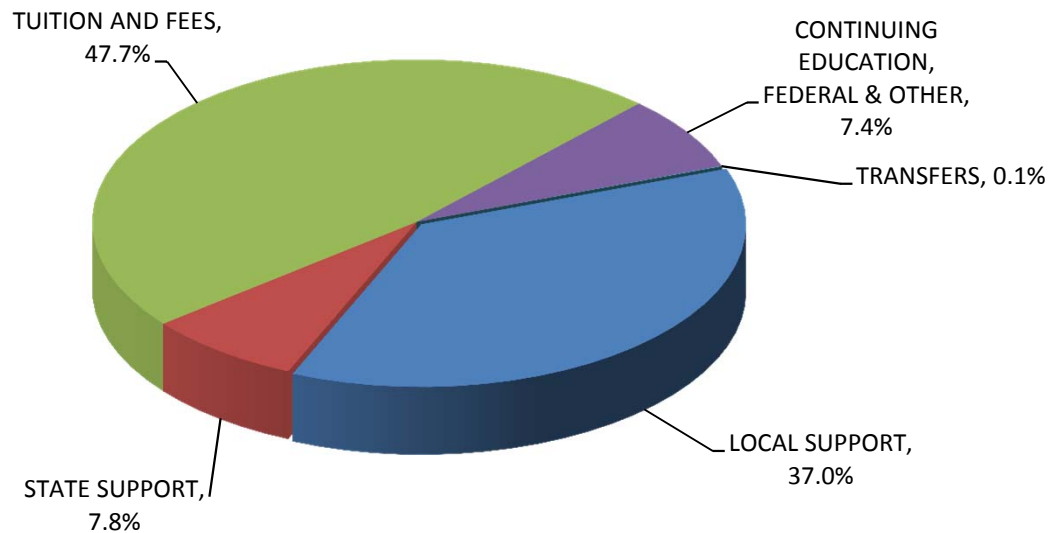
In the Operations and Maintenance (Restricted) Fund for fiscal year 2015, \$50,000 has been budgeted for a protection, health and safety project and \$8,917 for parking lot resurfacing. The Auxiliary Enterprises Fund continues to account for the Child Development Lab, Heartland Community College Bookstore, food service operations, student athletics, and student activities. Also included in the Auxiliary Fund are revenues and expenses related to international programs.

The Trust and Agency Fund is used to receive and hold funds when the College serves as a custodian or fiscal agent for another entity. Once again during fiscal year 2016, the College will serve as the fiscal agent for the Illinois Consortium for International Studies and Programs (ICISP). The financial activities of ICISP flow through the Trust and Agency Fund.

Budgeted revenues and expenditures for each of these other funds are presented in the complete Fiscal Year 2016 Budget located at the end of this budget document.

HEARTLAND COMMUNITY COLLEGE
FISCAL YEAR 2016 OPERATING FUND
REVENUES BY SOURCE

**FY2016
BUDGET**



FUNDING SOURCE	EDUCATION FUND	O&M FUND	TOTAL OPERATING REVENUES
LOCAL SUPPORT	\$9,241,736	\$2,959,674	\$12,201,410
STATE SUPPORT	2,559,717	0	2,559,717
TUITION AND FEES	14,993,561	743,745	15,737,306
CONT EDUC, FEDERAL & OTHER	2,429,416	7,622	2,437,038
TRANSFERS	7,800	7,800	15,600
TOTAL REVENUES AND TRANSFERS	\$29,232,230	\$3,718,841	\$32,951,071

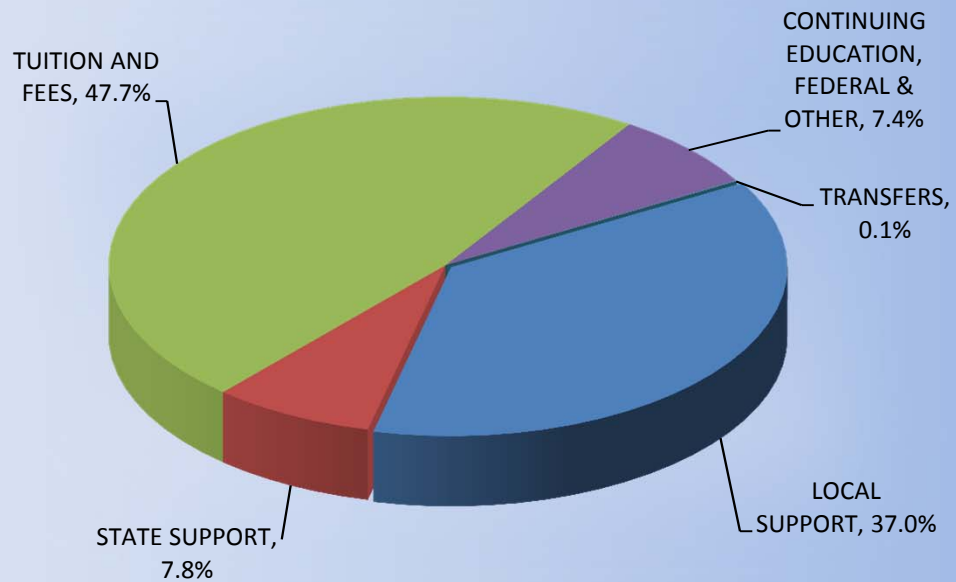
**HEARTLAND COMMUNITY COLLEGE
OPERATING FUND
REVENUES BY SOURCE
FISCAL YEARS 2015 AND 2016**

FUNDING SOURCE	FY2015 BUDGET	FY2016 BUDGET	PERCENT INCREASE/ DECREASE
LOCAL SUPPORT	\$11,783,211	\$12,201,410	3.5%
STATE SUPPORT	2,414,934	2,559,717	6.0%
TUITION AND FEES	14,886,101	15,737,306	5.7%
CONT EDUC, FEDERAL & OTHER	3,377,210	2,437,038	-27.8%
TRANSFERS	<u>15,600</u>	<u>15,600</u>	<u>0.0%</u>
<i>TOTAL REVENUES AND TRANSFERS</i>	<u><u>\$32,477,056</u></u>	<u><u>\$32,951,071</u></u>	<u><u>1.5%</u></u>

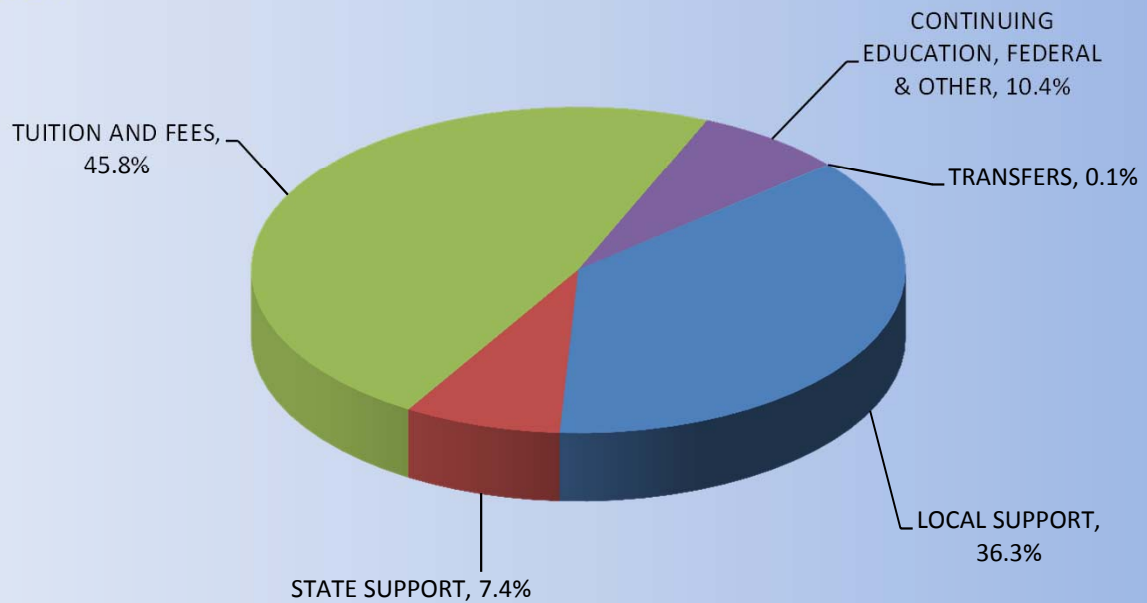
HEARTLAND COMMUNITY COLLEGE

**FISCAL YEAR 2016 OPERATING FUND
REVENUES BY SOURCE**

**FY2016
BUDGET**

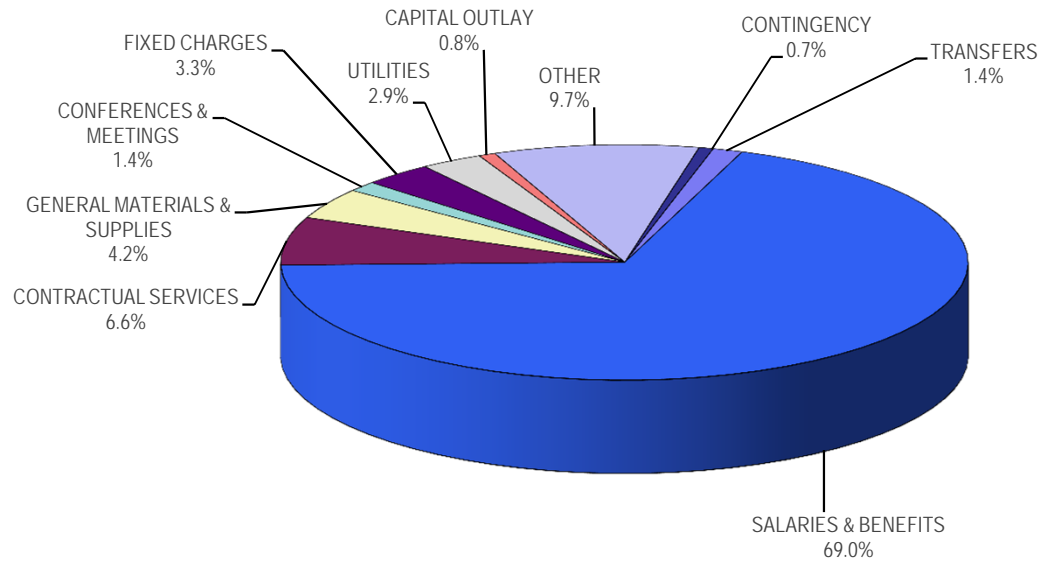


**FY2015
BUDGET**



HEARTLAND COMMUNITY COLLEGE
**FISCAL YEAR 2016 OPERATING FUND
EXPENDITURES BY OBJECT AND TRANSFERS**

FY2016 BUDGET



OBJECT	EDUCATION FUND	O&M FUND	TOTAL OPERATING EXPENDITURES
SALARIES & BENEFITS	\$21,966,663	\$679,614	\$22,646,277
CONTRACTUAL SERVICES	1,532,132	634,862	2,166,994
GENERAL MATERIALS & SUPPLIES	1,195,721	193,416	1,389,137
CONFERENCES & MEETINGS	436,408	20,080	456,488
FIXED CHARGES	346,175	731,610	1,077,785
UTILITIES	775	957,314	958,089
CAPITAL OUTLAY	100,000	157,801	257,801
OTHER	3,168,090	0	3,168,090
CONTINGENCY	170,000	50,000	220,000
TOTAL EXPENDITURES	\$28,915,964	\$3,424,697	\$32,340,661
TRANSFERS	241,266	219,144	460,410
TOTAL EXPENDITURES AND TRANSFERS	\$29,157,230	\$3,643,841	\$32,801,071

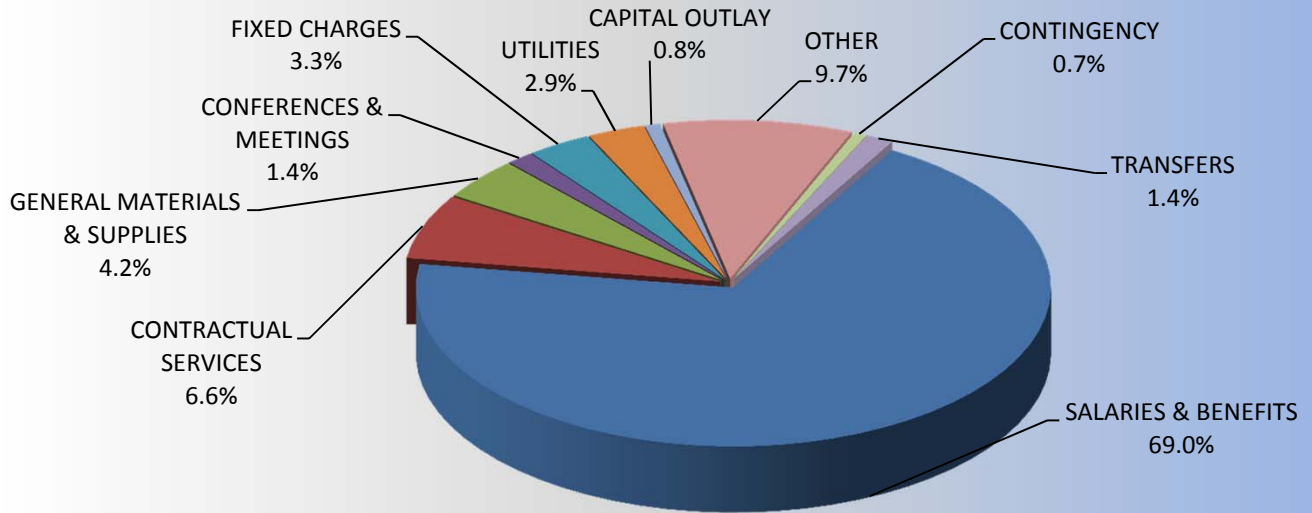
**HEARTLAND COMMUNITY COLLEGE
OPERATING FUND
EXPENDITURES BY OBJECT AND TRANSFERS
FISCAL YEARS 2015 AND 2016**

OBJECT	FY2015 BUDGET	FY2016 BUDGET	PERCENT INCREASE/ DECREASE
SALARIES & BENEFITS	\$22,455,990	\$22,646,277	0.8%
CONTRACTUAL SERVICES	2,505,494	2,166,994	-13.5%
GENERAL MATERIALS & SUPPLIES	1,450,773	1,389,137	-4.2%
CONFERENCES & MEETINGS	479,015	456,488	-4.7%
FIXED CHARGES	1,041,410	1,077,785	3.5%
UTILITIES	960,525	958,089	-0.3%
CAPITAL OUTLAY	257,000	257,801	0.3%
OTHER	2,561,900	3,168,090	23.7%
CONTINGENCY	120,000	220,000	83.3%
<i>TOTAL EXPENDITURES</i>	<i>\$31,832,107</i>	<i>\$32,340,661</i>	<i>1.6%</i>
TRANSFERS	544,949	460,410	-15.5%
<i>TOTAL EXPENDITURES AND TRANSFERS</i>	<i>\$32,377,056</i>	<i>\$32,801,071</i>	<i>1.3%</i>

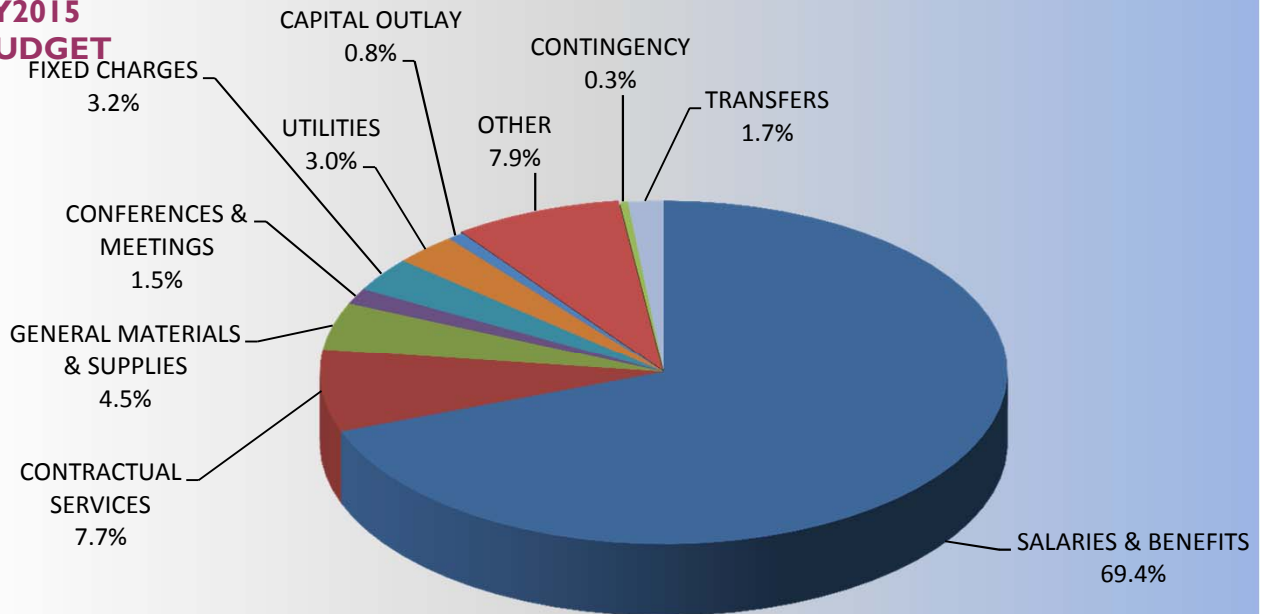
HEARTLAND COMMUNITY COLLEGE

**FISCAL YEAR 2016 OPERATING FUND
EXPENDITURES BY OBJECT AND TRANSFERS**

**FY2016
BUDGET**



**FY2015
BUDGET**



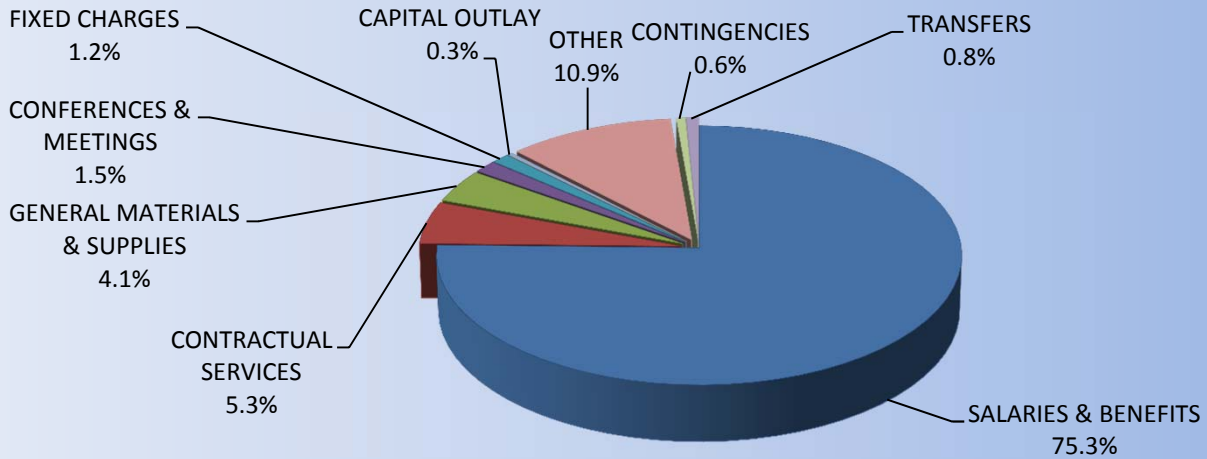
**HEARTLAND COMMUNITY COLLEGE
EDUCATION FUND
EXPENDITURES BY OBJECT AND TRANSFERS
FISCAL YEARS 2015 AND 2016**

OBJECT	FY2015 BUDGET	FY2016 BUDGET	PERCENT INCREASE/ DECREASE
SALARIES & BENEFITS	\$21,757,548	\$21,966,663	1.0%
CONTRACTUAL SERVICES	1,939,213	1,532,132	-21.0%
GENERAL MATERIALS & SUPPLIES	1,265,773	1,195,721	-5.5%
CONFERENCES & MEETINGS	458,935	436,408	-4.9%
FIXED CHARGES	315,259	346,175	9.8%
UTILITIES	0	775	NA
CAPITAL OUTLAY	80,000	100,000	25.0%
OTHER	2,561,900	3,168,090	23.7%
CONTINGENCY	70,000	170,000	142.9%
<i>TOTAL EXPENDITURES</i>	<i>\$28,448,628</i>	<i>\$28,915,964</i>	<i>1.6%</i>
TRANSFERS	335,040	241,266	-28.0%
<i>TOTAL EXPENDITURES AND TRANSFERS</i>	<i>\$28,783,668</i>	<i>\$29,157,230</i>	<i>1.3%</i>

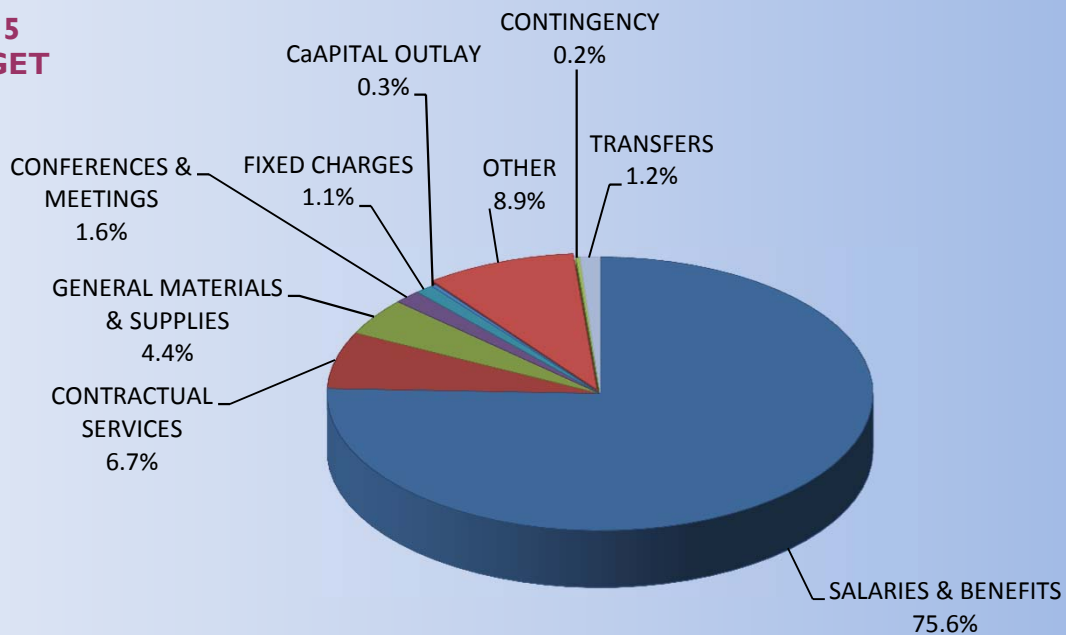
HEARTLAND COMMUNITY COLLEGE

**FISCAL YEAR 2016 EDUCATION FUND
EXPENDITURES BY OBJECT and TRANSFERS**

**FY2016
BUDGET**



**FY2015
BUDGET**



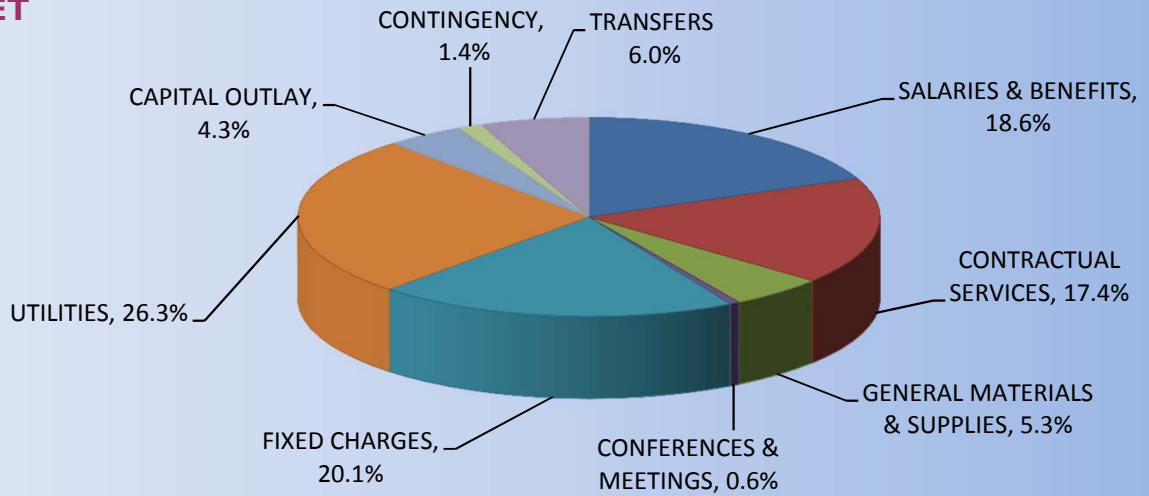
**HEARTLAND COMMUNITY COLLEGE
OPERATIONS AND MAINTENANCE FUND
EXPENDITURES BY OBJECT AND TRANSFERS
FISCAL YEARS 2015 AND 2016**

OBJECT	FY2015 BUDGET	FY2016 BUDGET	PERCENT INCREASE/ DECREASE
SALARIES & BENEFITS	\$698,442	\$679,614	-2.7%
CONTRACTUAL SERVICES	566,281	634,862	12.1%
GENERAL MATERIALS & SUPPLIES	185,000	193,416	4.5%
CONFERENCES & MEETINGS	20,080	20,080	0.0%
FIXED CHARGES	726,151	731,610	0.8%
UTILITIES	960,525	957,314	-0.3%
CAPITAL OUTLAY	177,000	157,801	-10.8%
OTHER	0	0	NA
CONTINGENCY	50,000	50,000	0.0%
<i>TOTAL EXPENDITURES</i>	<i>\$3,383,479</i>	<i>\$3,424,697</i>	<i>1.2%</i>
TRANSFERS	209,909	219,144	4.4%
<i>TOTAL EXPENDITURES AND TRANSFERS</i>	<i>\$3,593,388</i>	<i>\$3,643,841</i>	<i>1.4%</i>

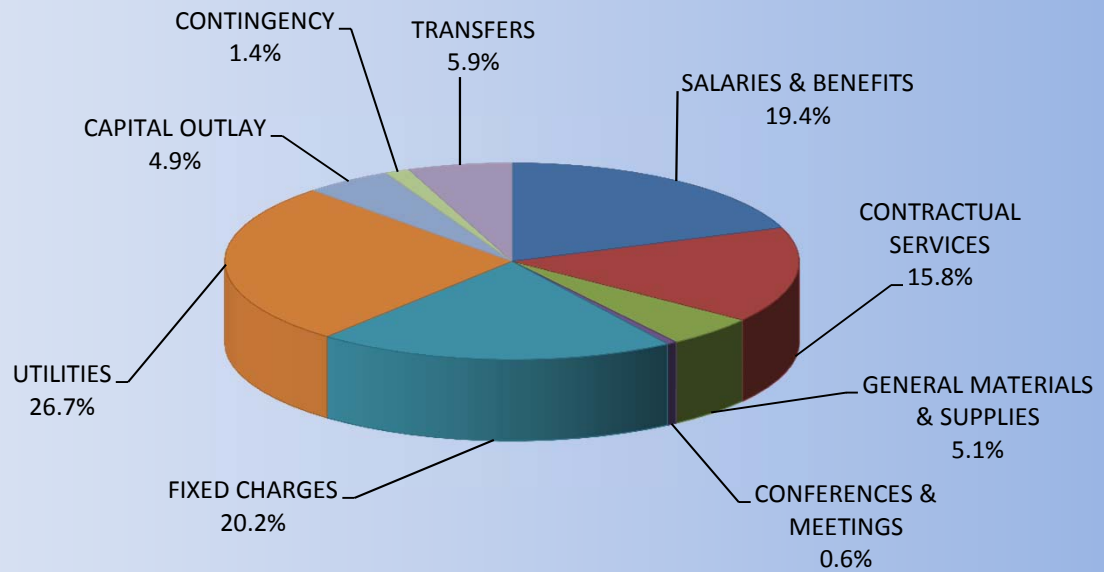
HEARTLAND COMMUNITY COLLEGE

**FISCAL YEAR 2016 O & M FUND
EXPENDITURES BY OBJECT and TRANSFERS**

**FY2016
BUDGET**



**FY2015
BUDGET**



Heartland Community College

Fiscal Year 2016 Budget



Financial

Summary of Fiscal Year 2016 Budget By Fund

Summary of Fiscal Year 2016 Estimated Revenues

Summary of Fiscal Year 2016 Operating Budget Expenditures

Fiscal Year 2016 Budget Expenditures

SUMMARY OF FISCAL YEAR 2016 BUDGET BY FUND

HEARTLAND COMMUNITY COLLEGE

DISTRICT NO. 540

YEAR ENDING JUNE 30, 2016

	General			Special Revenue		
	Education Fund	Operations & Maintenance Fund	Liability, Protection & Settlement Fund	Restricted Purposes Fund	Audit Fund	Self Insurance Fund
Beginning Balance (est'd)	\$2,772,328	\$2,245,371	\$134,048	\$2,106,432	\$46,373	\$833,742
Budgeted Revenues	29,224,430	3,711,041	2,396,800	18,109,512	130,050	3,901,500
Budgeted Expenditures	28,915,964	3,424,697	2,480,528	14,831,689	132,800	3,842,000
Budgeted Transfer from Other Funds	7,800	7,800	0	0	0	0
(to) Other Funds	(241,266)	(219,144)	0	0	0	0
Budgeted Ending Balance	<u>\$2,847,328</u>	<u>\$2,320,371</u>	<u>\$50,320</u>	<u>\$5,384,255</u>	<u>\$43,623</u>	<u>\$893,242</u>
	Debt Service			Proprietary Funds		
	Bond & Interest Fund	Trust and Agency Fund	Operations & Maintenance Fund (Restricted)	Auxiliary Enterprises Fund	Working Cash Fund	GRAND TOTAL
						All Funds
Beginning Balance (est'd)	\$672,691	\$151,063	\$547,000	\$12,372	\$3,900,000	\$13,421,420
Budgeted Revenues	7,500,650	358,100	50,500	2,459,666	15,600	\$67,857,849
Budgeted Expenditures	7,502,650	358,100	108,217	2,700,932	0	\$64,297,577
Budgeted Transfers from Other Funds	0	0	219,144	241,266	0	\$476,010
(to) Other Funds	0	0	0	0	(15,600)	-\$476,010
Budgeted Ending Balance	<u>\$670,691</u>	<u>\$151,063</u>	<u>\$708,427</u>	<u>\$12,372</u>	<u>\$3,900,000</u>	<u>\$16,981,692</u>

The Fiscal Year 2016 Budget which is accurately summarized in this document was approved by the Board of Trustees on _____.

Attest: _____

2

J. A. Copes - Secretary, Board of Trustees

SUMMARY OF FISCAL YEAR 2016 ESTIMATED REVENUES

HEARTLAND COMMUNITY COLLEGE	DISTRICT NO. 540	YEAR ENDING JUNE 30, 2016	
	Education Fund	Operations & Maintenance Fund	Total Operating Funds
OPERATING REVENUE BY SOURCE			
Local Government:			
Current Taxes	\$9,241,736	\$2,118,692	\$11,360,428
Back Taxes			
Payment in Lieu of Taxes			
Chargeback Revenue			
Non-College Territory			
Other Community College			
Corporate Personal Property		840,982	840,982
Replacement Tax			
Bond Proceeds			
Other (List)			
TOTAL LOCAL GOVERNMENT	\$9,241,736	\$2,959,674	\$12,201,410
State Government:			
ICCB Credit Hour Grants	\$2,448,374		\$2,448,374
ICCB Small College Grants			
ICCB Equalization Grants			
ICCB Career and Tech Education Grant	111,343		111,343
State Board of Education - Adult Ed			
Other (List)			
TOTAL STATE GOVERNMENT	\$2,559,717		\$2,559,717
Federal Government:			
JTPA Grants			
Financial Aid			
Veterans Cost of Instruction			
Title VI Equipment Grant			
Dept of Education - Administrative			
Cost Allowances	25,000		25,000
Other (List)			
TOTAL FEDERAL GOVERNMENT	\$25,000		\$25,000
Student Tuition and Fees			
Student Tuition	\$14,116,901	\$743,745	\$14,860,646
Fees	876,660		876,660
TOTAL TUITION AND FEES	\$14,993,561	\$743,745	\$15,737,306
Other Sources:			
Continuing Education Fees (Sales/Serv)	\$2,293,500		\$2,293,500
Facilities Revenue	75,000		\$75,000
Investment Revenue	20,916	7,622	\$28,538
Non-Government Grants			
Other	15,000		15,000
TOTAL OTHER SOURCES	\$2,404,416	\$7,622	\$2,412,038

SUMMARY OF FISCAL YEAR 2016 ESTIMATED REVENUES
(continued)

	Education Fund	Operations & Maintenance Fund	Total Operating Funds
OPERATING REVENUE BY SOURCE			
TRANSFERS	\$7,800	\$7,800	\$15,600
TOTAL 2016 BUDGETED REVENUE	\$29,232,230	\$3,718,841	\$32,951,071
Less Non-Operating Items*:			
Tuition Chargeback Revenue			
Instructional Service			
Contract Revenue			
ADJUSTED REVENUE	\$29,232,230	\$3,718,841	\$32,951,071

*Inter-college revenues that do not generate related local college credit hours are subtracted to allow for statewide comparisons.

SUMMARY OF FISCAL YEAR 2016 ESTIMATED REVENUES
(continued)

LIABILITY, PROTECTION, AND SETTLEMENT FUND	Revenues	Totals
Local Governmental Sources	\$2,395,000	\$2,395,000
Other Sources	<u>1,800</u>	<u>1,800</u>
GRAND TOTAL		<u><u>\$2,396,800</u></u>
RESTRICTED PURPOSES FUND		
Local Governmental Sources		
ICCF Grant	\$1,595	
IL Prairie Foundation YEP Grant	990	
Technology Funding Bonds	<u>4,500,000</u>	<u>\$4,502,585</u>
State Governmental Sources		
DCEO - Career Link	\$47,800	
DCEO - ETIP	56,500	
IBHE-Cooperative Work Study	7,891	
ICCB - Adult Education	371,532	
ICCB - Vocational Education	8,571	
IL Student Assistance Commission	580,000	
Secretary of State ILEAD	<u>4,000</u>	<u>\$1,076,294</u>
Federal Governmental Sources		
Department of Education - Pell	\$6,175,000	
Department of Education - Student Loans	5,070,100	
Department of Education - Adult Education	258,500	
Department of Education - Student Support Services (Trio)	231,103	
Department of Education - SEOG	90,000	
Department of Education - College Work Study	82,000	
Department of Education - STEM Grant	25,000	
Department of HHS - HALO Grant	67,800	
ICCB - Perkins II C	177,212	
IGEN TAACCCT Grant	32,500	
ISU/ECP3 Grant	7,000	
National Science Foundation - Independence Science	10,082	
USDA - Rural Business Enterprise	<u>51,415</u>	<u>\$12,277,712</u>
Student Tuition and Fees	<u>\$223,544</u>	<u>\$223,544</u>
Other Sources	<u>\$29,377</u>	<u>\$29,377</u>
TRANSFERS		
GRAND TOTAL		<u><u>\$18,109,512</u></u>

SUMMARY OF FISCAL YEAR 2016 ESTIMATED REVENUES
(continued)

<u>BOND AND INTEREST FUND</u>	<u>Revenues</u>	<u>Totals</u>	
Local Governmental Sources	<u>\$7,497,650</u>	<u>\$7,497,650</u>	
Other Sources	<u>3,000</u>	<u>3,000</u>	
TRANSFERS			
GRAND TOTAL			<u><u>\$7,500,650</u></u>
<u>OPERATIONS AND MAINTENANCE FUND (Restricted)</u>			
Local Governmental Sources			
Current Taxes	<u>\$50,000</u>	<u>\$50,000</u>	
State Governmental Sources			
Federal Governmental Sources			
Other Sources	<u>500</u>	<u>500</u>	
TRANSFERS		<u>219,144</u>	
GRAND TOTAL			<u><u>\$269,644</u></u>
<u>AUXILIARY ENTERPRISES FUND</u>			
Local Government Sources			
State Governmental Sources			
Federal Governmental Sources	<u>\$17,206</u>	<u>\$17,206</u>	
Tuition and Fees	<u>\$1,182,620</u>	<u>\$1,182,620</u>	
Other Sources:			
Sales and Service Fees	\$1,216,990		
Other	<u>42,850</u>		
Total Other Sources		<u>\$1,259,840</u>	
TRANSFERS		<u>\$241,266</u>	
GRAND TOTAL			<u><u>\$2,700,932</u></u>
<u>WORKING CASH FUND</u>			
Other Sources	<u>\$15,600</u>	<u>\$15,600</u>	
TRANSFERS			
GRAND TOTAL			<u><u>\$15,600</u></u>

SUMMARY OF FISCAL YEAR 2016 ESTIMATED REVENUES
(continued)

TRUST AND AGENCY FUND

Other Sources	<u>\$358,100</u>	<u>\$358,100</u>	
GRAND TOTAL			<u><u>\$358,100</u></u>

SELF INSURANCE FUND

Other Sources:			
Investment Revenue	\$1,500		
Other	<u>3,900,000</u>		
Total Other Sources		<u>\$3,901,500</u>	
GRAND TOTAL			<u><u>\$3,901,500</u></u>

AUDIT FUND

Local Governmental Sources	\$130,000	\$130,000	
Other Sources	<u>50</u>	<u>50</u>	
TRANSFERS			
GRAND TOTAL			<u><u>\$130,050</u></u>

SUMMARY OF FISCAL YEAR 2016 OPERATING BUDGET EXPENDITURES

	Education Fund	Operations & Maintenance Fund	Total Operating Fund	%
BY OBJECT				
Salaries	\$18,554,910	\$549,588	\$19,104,498	58.2
Employee Benefits	3,411,753	130,026	3,541,779	10.8
Contractual Services	1,532,132	634,862	2,166,994	6.6
General Materials & Supplies	1,195,721	193,416	1,389,137	4.2
Conference & Meeting Expenses	436,408	20,080	456,488	1.4
Fixed Charges	346,175	731,610	1,077,785	3.3
Utilities	775	957,314	958,089	2.9
Capital Outlay	100,000	157,801	257,801	0.8
Other	3,168,090		3,168,090	9.7
Provision for Contingency	170,000	50,000	220,000	0.7
TOTAL 2016 BUDGET EXPENDITURES	\$28,915,964	\$3,424,697	\$32,340,661	98.6
TRANSFERS	241,266	219,144	460,410	1.4
TOTAL 2016 BUDGET EXPENDITURES AND TRANSFERS	\$29,157,230	\$3,643,841	\$32,801,071	100.0
Less Non-Operating Items*:				
Tuition Chargebacks	77,000		77,000	0.2
Instructional Service Contracts				
ADJUSTED EXPENDITURES	\$29,080,230	\$3,643,841	\$32,724,071	99.8

*Inter-college expenses that do not generate related local college credit hours are subtracted to allow for statewide comparisons.

FISCAL YEAR 2016 BUDGET EXPENDITURES

(continued)

RESTRICTED PURPOSES FUND	Appropriations	Totals
INSTRUCTION		
Salaries	\$635,954	
Employee Benefits	71,064	
Contractual Services	96,576	
General Materials & Supplies	197,863	
Conference and Meeting Expense	36,900	
Fixed Charges	10,500	
Capital Outlay	0	
Other	10,531	\$1,059,388
ACADEMIC SUPPORT		
Salaries	\$194,852	
Employee Benefits	7,189	
Contractual Services	13,694	
General Materials & Supplies	28,123	
Conference and Meeting Expense	13,826	
Capital Outlay	0	
Other	17,346	\$275,030
STUDENT SERVICES		
Salaries	\$69,175	
Employee Benefits	11,218	
Contractual Services	17,221	
General Materials & Supplies	1,031	
Conference and Meeting Expense	4,019	\$102,664
PUBLIC SERVICE		
Salaries	\$46,830	
Employee Benefits	2,000	
Contractual Services	115,915	
General Materials & Supplies	7,295	
Conference and Meeting Expense	10,000	
Capital Outlay	0	
Other	3,000	\$185,040
AUXILIARY SERVICES		
Salaries	6,830	\$6,830
INSTITUTIONAL SUPPORT		
Salaries	\$6,830	
Contractual Services	636,031	
General Materials & Supplies	465,389	
Travel and Conference/Meeting	28,000	
Capital Outlay	145,315	\$1,281,565
SCHOLARSHIPS, STUDENT GRANTS & WAIVERS		
Other	\$11,921,172	\$11,921,172
GRAND TOTAL		\$14,831,689

FISCAL YEAR 2016 BUDGET EXPENDITURES

(continued)

<u>BOND AND INTEREST FUND</u>	<u>Appropriations</u>	<u>Totals</u>
INSTITUTIONAL SUPPORT		
Salaries		
Employee Benefits		
Contractual Services	<u>\$5,000</u>	
General Materials and Supplies		
Conference and Meeting Expense		
Fixed Charges	<u>7,497,650</u>	
Utilities		
Capital Outlay		
Other		<u>\$7,502,650</u>
TRANSFERS		
GRAND TOTAL		<u><u>\$7,502,650</u></u>
<u>OPERATIONS AND MAINTENANCE FUND (Restricted)</u>		
OPERATION AND MAINTENANCE OF PLANT		
Salaries		
Employee Benefits		
Contractual Services	<u>\$33,917</u>	
General Materials and Supplies	<u>25,000</u>	
Conference and Meeting Expense		
Fixed Charges	<u>49,300</u>	
Utilities		
Capital Outlay		
Other		<u>\$108,217</u>
INSTRUCTION		
General Materials and Supplies		
TRANSFERS		
GRAND TOTAL		<u><u>\$108,217</u></u>
<u>AUXILIARY ENTERPRISE FUND</u>		
AUXILIARY SERVICES		
Salaries	\$742,182	
Employee Benefits	139,252	
Contractual Services	477,619	
General Materials and Supplies	444,378	
Conference and Meeting Expense	288,505	
Fixed Charges	183,780	
Other/Scholarships, Grants and Waivers	400,216	
Provision for Contingency	<u>25,000</u>	<u>\$2,700,932</u>
TRANSFERS		
GRAND TOTAL		<u><u>\$2,700,932</u></u>

FISCAL YEAR 2016 BUDGET EXPENDITURES

(continued)

AUDIT FUND	Appropriations	Totals	
INSTITUTIONAL SUPPORT			
Salaries	\$72,000		
Employee Benefits	10,700		
Contractual Services	49,500		
General Materials and Supplies	500		
Conferences and Meeting Expense	100		
Fixed Charges			
Utilities			
Capital Outlay			
Other		\$132,800	
TRANSFERS			
GRAND TOTAL			\$132,800
SELF INSURANCE FUND			
INSTITUTIONAL SUPPORT			
Fixed Charges	\$142,000		
Other	3,700,000	\$3,842,000	
GRAND TOTAL			\$3,842,000
WORKING CASH FUND			
TRANSFERS		\$15,600	
GRAND TOTAL			\$15,600
TRUST AND AGENCY FUND			
INSTITUTIONAL SUPPORT			
Salaries	\$20,055		
Employee Benefits	35		
Contractual Services	1,215		
General Materials and Supplies	3,000		
Travel/Fees and Meeting Expense	331,295		
Other	500		
ICISP Scholarship	2,000	\$358,100	
GRAND TOTAL			\$358,100

FISCAL YEAR 2016 BUDGET EXPENDITURES

(continued)

LIABILITY, PROTECTION, AND SETTLEMENT FUND	Appropriations	Totals
INSTRUCTION		
Salaries	\$90,211	
Employee Benefits	1,000	
Fixed Charges		
Other		\$91,211
ACADEMIC SUPPORT		
Salaries	\$4,000	
Employee Benefits	200	
General Materials and Supplies	250	
Conference and Meeting Expense	250	
Fixed Charges	3,868	\$8,568
STUDENT SERVICES		
Salaries	\$82,000	
Employee Benefits	1,000	
Other		\$83,000
PUBLIC SERVICES		
Salaries	\$4,000	
Employee Benefits	200	
Fixed Charges	1,300	\$5,500
INSTITUTIONAL SUPPORT		
Salaries	\$478,000	
Employee Benefits	593,956	
Contractual Services	83,500	
General Materials and Supplies	3,500	
Conferences and Meeting Expense	500	
Fixed Charges	121,000	
Utilities	13,804	
Capital Outlay		
Other		\$1,294,260
OPERATION AND MAINTENANCE OF PLANT		
Salaries	\$182,000	
Employee Benefits	47,000	
Contractual Services	663,192	
General Materials and Supplies	60,392	
Conference and Meeting Expense	4,425	
Fixed Charges	6,780	
Utilities	7,700	
Capital Outlay	26,500	
Other		\$997,989
TRANSFERS		
GRAND TOTAL		\$2,480,528

HEARTLAND COMMUNITY COLLEGE

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