Ater verifing the data in all three worksheets, submit the complete questionnaire as one file to accred@ala.org. The questionnaire is December 1, 2014.

If questions arise in completing this part of the questionnaire, please contact the Office for Accreditation at 312-280-2432 or accred@ala.org.

Please note the following:
1. Data should be entered in **yellow cells only.**
2. **Gray cells** are locked because they contain formulas.
3. Some cells have small red triangles in their upper right hand corner. Place the cursor over the triangle to get a more detailed explanation o entered in that particular cell.

Please complete the following contact information identifying the person completing this part of the Statistical Report. This will help in interpreting the data.

Name:	Sa
Title:	A:
Phone Number:	
Email Address:	san
University:	Puerto Ri

The questionnaire on Income & Expenditure includes three sections:
  A. Expenditures
  B. Sources of Funds
  C. Items Not Included in the LIS School Budget

For Sections A (Expenditures) and B (Sources of Funds), include only figures for items that are part of the LIS school budget, over which the s control. Include both summer session and academic year budgets. Salaries, services, and materials provided without budget charge by the p should be listed in Section C. Please review all categories of information requested before answering.

Reporting Period: indicate the 12-month period that includes the 2013-2014 academic year.

Jul-13	through	Jun-14

A. EXPENDITURES

1. Salaries and Wages

Record in column (01) the total amount spent for each category of personnel. Then indicate how much of the amount spent for each category or estimated in dollars) to each of the six activities designated in the right-hand columns [(02) - (07)].

	TOTAL SPENT (01)	Amount Allocated (Actual or Estimated) to Each Activ				
PERSONNEL		Instruction (02)	Admin-istration (03)	Library (04)	Computer Lab (05)	Research (06)
a. Faculty	$538,407	$348,308	$78,506			$33,679
b. Specialist	$85,980		$25,680		$60,300	
c. Clerical	$113,820		$113,820			
d. Students	$7,295		$7,295			
e. Fringe Benefits	$70,823					
COLUMN TOTALS	**$816,325**	**$348,308**	**$225,301**	**$0**	**$60,300**	**$33,679**

s due no later than

f what should be

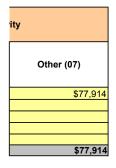**o if questions arise**

ndra Y. Carmona Rivera
ssistance Administrative
787-763-6199
dra.carmona1@upr.edu
co, Rio Piedras Campus

school has direct
parent institution

y is allocated (actual

rity	
Other (07)	
$77,914	
$77,914	

2. Operating Expenses

(A) Teaching and Administration

i. Supplies	$4,211	(08)
ii. Communications		(09)
iii. Equipment		
(a) Purchase	$14,751	(10)
(b) Rental	$2,983	(11)
(c) Maintenance Contracts	$358	(12)
Total Equipment	**$18,092**	(13)
iv. Travel		
(a) Administration		(14)
(b) Faculty	$19,720	(15)
(c) Other	$4,560	(16)
Total Travel	**$24,280**	(17)
v. Duplicating/printing costs		(18)
vi. Dues, subscriptions, memberships	$1,573	(19)
vii. Insurance		(20)
viii. Advertising		(21)
ix. Other (specify type and amount):		
(a) Activities		(22)
(b) Software	$345	(23)
(c)		(24)
(d)		(25)
Total Other Expenses	**$345**	(26)
TOTAL TEACHING AND ADMIN. EXPENSES	**$48,501**	(27)

(B) LIS School Library

i. Collection	$153,147	(28)
ii. Equipment		
(a) Purchase		(29)
(b) Rental		(30)
(c) Maintenance Contracts		(31)
Total Equipment	**$0**	(32)
iii. Other		
(a)		(33)
(b)		(34)
Total Other	**$0**	(35)
TOTAL LIBRARY SCIENCE EXPENSES	**$153,147**	(36)

(C) LIS Computer Lab(s)

i. Manuals, Software	$1,679	(37)
ii. Equipment		
(a) Purchase	$4,402	(38)
(b) Rental		(39)
(c) Maintenance Contracts		(40)
Total Equipment	**$4,402**	(41)
iii. Other		
(a)		(42)
(b)		(43)
Total Other	**$0**	(44)
TOTAL COMPUTING LAB EXPENSES	**$6,081**	(45)

(D) Funded Research Total

		(46)

(E) Student Aid

i. Fellowships and Scholarships	$103,762	(47)
ii. Other		
(a)		(48)
(b)		(49)
Total Other	**$0**	(50)
TOTAL STUDENT AID	**$103,762**	(51)

(F) Continuing Education, Workshops, Institutes

	$2,545	(52)

(G) Other Expenses

(i)		(53)
(ii)		(54)
(iii)		(55)
TOTAL OTHER EXPENSES	**$0**	(56)

3. Summary of Expenditures

(A) Salaries and Wages	**$816,325**	(57)
(B) Operating Expenses	**$314,036**	(58)
TOTAL EXPENDITURES	**$1,130,361**	(59)

B. SOURCES OF FUNDS

1. Parent Institution	$1,217,000	(60)
2. Federal Grants/Contracts		(61)
3. CE Activities		(62)
4. Endowment/Trust Funds		(63)
5. State/Provincial Grants/Contracts		(64)
6. Other (specify type and amount)		
a.FIPI / DEGI	$24,945	(65)
b. DAA	$2,445	(66)
c. PEAF	$103,762	(67)
Total Other	**$131,152**	(68)
TOTAL SOURCES OF INCOME	**$1,348,152**	(69)

Line (69) should be consistent with line (59). If totals differ widely, please explain below:

a. If expenditures are greater than income, how is overage covered?

b. If income is greater than expenditures, can funds be carried forward to next fiscal year?

YES ☐   **NO** X

Comments: