

**MEETING OF THE BOARD OF TRUSTEES
JUNE 21, 2025**

**UNIVERSITY OF THE VIRGIN ISLANDS
ALBERT A SHEEN CAMPUS
MEDICAL SIMULATION CENTER
9:30A.M.**

CONSENT AGENDA

Academic, Research, and Student Affairs.....Dr. Kyza A. Callwood

A. UVI Online: Tuition Rate Increase

Dr. Ameeta Jadav, Assistant Provost for Online Learning and Instruction, presented the proposal to simplify the tuition structure and increase faculty compensation for UVI Online. The proposal includes a modest increase in tuition rates for in-territory and out-of-territory students, with a focus on making the structure more comparable to on-campus rates. The tuition increase was shared with the ARSA Committee for informational purposes and will be voted on by the Budget and Finance committee.

B. UVI Next Report

The Interim Provost, Dr. Kendra Harris, shared that as part of the policy for the University of the Virgin Islands, a report is to be made at the June Board of Trustees meeting regarding the progress or activities of the previous academic year. The internal review cycle for both the academic and non-academic programs has been approximately every five years. The UVI Next committee that reviews these programs include President Safiya George, the Chief Financial Officer, the Provost, the Accreditation Director, Faculty Chair, and the Staff Chair. This past year, the committee reviewed 11 administrative units, and seven academic units. The units receive one of three ratings: "Satisfactorily Passed Review," "Request to Submit Additional Information," or "Strict Scrutiny." Provost Harris reported that none of the units were placed on strict scrutiny, but two units were requested to submit additional information.

C. Provost's Report

Provost Harris presented on enrollment and retention. She stated that 1,600 students have been accepted to the University thus far for fall 2025. Most of the students who have been accepted thus are from Maryland, Georgia, Texas, Virginia, and Florida. The most popular majors include Pre-Nursing, Biology, Criminal Justice, Marine Biology, Management, Accounting, and Computer Science. Provost Harris also emphasized the importance of using UVI branding when departments are marketing off campus and in the community. The provost shared highlights from a recent radio program, "Analyze This," with former Senate President, Neville James. Both Provost Harris and Interim Dean, Dr. Paul Flemming, discussed a number of topics related to enrollment, academic programs, and a multi-purpose center.

Provost Harris also shared highlights on the component's accomplishments, including the hiring of new faculty, winning a bid to host a conference next year, UVI Cell's new office opening in St. John, and other activities and initiatives from January through April 2025. The report also highlighted student

outreach activities; several public service and community outreach activities; and an extensive number of student and faculty achievements, including publications, presentations, and other scholarly activities.

Audit Committee.....John P. de Jongh, Jr.

Buildings and Grounds.....Reginald Vigilant

Development Committee.....Erica Johnson Creamer

Status Report on Annual Fund

Total contributions to date for fiscal year 2025
(October 1, 2024 – May 22, 2025): \$3,664,128.53

Vice President Michael Morsberger reported \$3.6 million in cash and \$3.2 million in pledges raised to date. VP Morsberger noted that 2% of alumni, one-third of trustees, and one-third of cabinet members have contributed so far. An update was provided on overall giving participation and strategies to boost these numbers through targeted outreach. Campaign planning efforts are underway, with preliminary fundraising goals in place and an emphasis on launching a silent phase to secure major lead gifts ahead of the public announcement. The committee continues to monitor and refine donor engagement efforts to support long-term development goals.

Finance and Budget.....Oran C. Roebuck

1. Update on the Local Government Appropriation – Fiscal Year 2025

It was reported on June 10, 2025, that the University received a total of \$21,388,552.85 in allotments from the Virgin Islands Government as of June 2025. The Budget Office confirmed that the actual amount received is **\$20,021,215**. Please refer to the chart below for details.

Appropriation Update

Appropriation Requirements	FY2025 Appropriation Act No. 8901 (Bill No. 35-0353)	FY2025 Reallocation Act No. 8954 (Bill No. 35-0412)	FY2025 Appropriation Act No. 8924 (Bill No. 35-0257)	FY2025 Operating Budget	FY2025 Allotment thru May 2025
General Operating Requirements (For salaries, benefits and other operational expenses)	\$29,100,958	\$1,200,000	\$0	\$29,100,958	\$15,797,265
Debt Service	\$1,800,000	\$0	\$0	\$1,800,000	\$977,118
SBDC Local Matching Requirements	\$300,000	\$0	\$0	\$300,000	\$162,853
Senior Citizens Tuition Requirements and Increase	\$100,000	\$150,000	\$0	\$100,000	\$54,284
Valedictorian & Salutatorian Scholarships	\$100,000	\$0	\$0	\$100,000	\$54,284
Center for Excellence in Leadership and Learning	\$100,000	\$0	\$150,000	\$250,000	\$135,711
Green Technology	\$0	\$0	\$0	\$0	\$0
University Bound Program	\$355,901	\$0	\$0	\$355,901	\$193,199
Senior Reserve Officers' Training Corps (SROTC)	\$0	\$0	\$0	\$0	\$0
VI Academic & Cultural Awards Endowment	\$300,000	\$0	\$0	\$300,000	\$162,853
Social Work Program Accreditation	\$0	\$0	\$0	\$0	\$0
John Brewers Bay Security & Beach Maintenance	\$100,000	\$0	\$0	\$100,000	\$54,284
Bachelor of Science in Nursing Degree Program - AAS Campus	\$400,000	\$0	\$0	\$400,000	\$217,137
Virgin Islands Caribbean Cultural Center	\$150,470	\$0	\$0	\$150,470	\$81,682
Hospitality and Tourism Program	\$0	\$0	\$0	\$0	\$0
Agricultural Science and Aquaculture Program	\$0	\$0	\$0	\$0	\$0
Master's Program in Social Work -- AAS Campus	\$0	\$0	\$0	\$0	\$0
Summer Bridge Program	\$0	\$0	\$0	\$0	\$0
UVI Labor Force Survey	\$110,000	\$0	\$0	\$110,000	\$59,713
Congressional Scholarship Program	\$150,000	\$0	\$0	\$150,000	\$81,427
VI-EPSCoR Matching Fund	\$250,000	\$0	\$0	\$250,000	\$135,711
School of Education Dept. of Education Early Childhood Education Partnership and Professional Development	\$27,500	\$0	\$0	\$27,500	\$14,928
Office of Self-Determination & Constitutional Development	\$75,000	\$0	\$0	\$75,000	\$40,713
UVI Simulation Center Maintenance and Supplies	\$175,000	\$0	\$150,000	\$325,000	\$176,424
UVICELL Surveyor Program	\$0	\$0	\$0	\$0	\$0
UVICELL Appraisers Program	\$100,000	\$0	\$0	\$100,000	\$54,284
Construction Manager Program	\$0	\$0	\$0	\$0	\$0
UVI Medical School Debt Service	\$1,000,000	\$0	(\$1,000,000)	\$0	\$0
UVI Medical School Reserve Fund	\$1,000,000	\$0	\$0	\$1,000,000	\$542,843
Total Operating Requirements	\$35,694,829	\$1,350,000	(\$700,000)	\$34,994,829	\$18,996,715
GVI EXECUTIVE BUDGET- MISCELLANEOUS SECTION -- ACT NO. 8916 (Bill No. 35-0376)					
Youth Ocean Explorers STT/STJ ** via OMB	\$50,000	\$0	\$0	\$50,000	\$50,000
Youth Ocean Explorers STX ** via OMB	\$50,000	\$0	\$0	\$50,000	\$50,000
Total GVI Miscellaneous Fund	\$100,000	\$0	\$0	\$100,000	\$100,000
Additional Miscellaneous Items -- ACT NO. 8918 (Bill No. 35-0378)					
Small Business Development Center (SBDC)	\$250,000	\$0	\$0	\$250,000	\$250,000
Office of Sponsored Programs	\$250,000	\$0	\$0	\$250,000	\$250,000
Office of Sponsored Programs (See Act 8979)	\$0	\$0	\$0	\$0	\$0
Eastern Caribbean Center	\$150,000	\$0	\$0	\$150,000	\$150,000
Local Food and Farm Advisory Committee Operations (Office of the President)	\$274,500	\$0	\$0	\$274,500	\$274,500
Total Miscellaneous Items	\$924,500	\$0	\$0	\$924,500	\$924,500
Total GVI Funding to be Received for FY2025	\$36,719,329	\$1,350,000	(\$700,000)	\$36,019,329	\$20,021,215

4a. Budget to Actual Performance (Oct. 2024 through May 2025)

FY2024: Oct 23 - Aug 24

University of the Virgin Islands

STATEMENT OF ACTIVITIES

OCTOBER 2025 - MAY 2025

UNAUDITED DRAFT WITH FOOTNOTES

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4b. Statement of Position

University of the Virgin Islands

Statement of Financial Position

As of March 31, 2025

Unaudited Draft

ASSETS

Current Assets

Cash & Cash Equivalents	17,101,632.03
Accounts Receivables	40,120,727.05
Inventory	311,286.67

Total Current Assets	57,533,645.75
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Noncurrent Assets

Investments	2,244,772.87
Property & Equipment	
Land	7,515,812.00
Buildings	54,225,156.13
Equipment	15,767,614.11
Plant Equipment	1,088,672.03
Construction In Progress	14,622,438.18
Notes Receivable	(79,172.53)
Other Assets	(73,151.00)

Total Noncurrent Assets	95,312,141.79
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TOTAL ASSETS

152,845,787.54

LIABILITIES

Current Liabilities

Accounts Payable	86,181,007.47
Accrued Expenses	6,317,347.65
Deferred Revenues	15,580,495.05
Student Deposits	415,600.00

Total Current Liabilities	108,494,450.17
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Other Current Liabilities

Due to Other Funds	3,894,480.93
Agency Funds Deposits	8,050.00

Other Current Liabilities	3,902,530.93
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Noncurrent Liabilities

Notes Payables	25,468,512.17
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Total Noncurrent Liabilities	25,468,512.17
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TOTAL LIABILITIES

137,865,493.27

NET ASSETS

With Donor Restrictions	14,980,294.17
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TOTAL NET ASSETS

14,980,294.17


TOTAL LIABILITIES & NET ASSETS

152,845,787.54

5. FY2026 Budget

Fiscal Year 2026 Proposed Budget was presented by Dr. Vanterpool. The Committee discussed and provided guidance for revision of the budget to be approved at a later date.

6. Audit Update

		
#6 Status of Audit		
Fiscal Year	Financial Audit Update	Single Audit
FY21	The audit has remained open for over a year and is currently	Key areas where findings have been identified include:
	<ul style="list-style-type: none"> Financial Aid 	<ul style="list-style-type: none"> Timeliness of Financial Aid Processing
	<ul style="list-style-type: none"> Accounts Receivable 	<ul style="list-style-type: none"> Incomplete or Missing Details Related to Lost
	<ul style="list-style-type: none"> Expenses and Revenue 	<ul style="list-style-type: none"> Insufficient Documentation Supporting Transfers
	<ul style="list-style-type: none"> Deferred Revenue 	<ul style="list-style-type: none"> HEERF (Higher Education Emergency Relief Fund)
	<ul style="list-style-type: none"> Investments 	<ul style="list-style-type: none"> Lack of Supporting Documentation for Matching
	<ul style="list-style-type: none"> Cash Management 	<ul style="list-style-type: none"> Pavroll Irregularities
	<ul style="list-style-type: none"> Pavroll 	<ul style="list-style-type: none"> Issues with SEFA (Schedule of Expenditures of
	<ul style="list-style-type: none"> Student Enrollment 	
	<ul style="list-style-type: none"> Appropriation Recording 	
	<ul style="list-style-type: none"> Supporting Documentation and Reconciliations 	
	Several sample requests from the auditors are still outstanding and pending submission from UVI, which is contributing to the delay in finalizing the audit.	Several sample requests from the auditors are still outstanding and pending submission from UVI, which is contributing to the delay in finalizing the audit.
FY22	We were informed on May 30, 2025, that the audit technically began in February 2024 with an initial list of 50 requested items. To date, UVI has responded to only 38% of those items. On May 27, 2025, the auditors submitted an additional request for 14 more samples, with a directive to provide responses within 24 to 48 hours. Progress has been minimal, and the current pace is not aligned with the urgency of the audit timeline. This lack of responsiveness will directly impact how quickly the University can move toward completing the audit process.	Some samples were requested some from 2/2024 and 5/27/2025 that has not been submitted by UVI. The 5/27/2025 entries are due June 5, 2025 and the prior submitted to UVI on 2/2024 the deadline has pass (3/8/24). We will have to work on submitted as soon as possible to not slow down the progress of the audit.
FY23	UVI is currently awaiting additional sample requests from EY. In the meantime, the consultants are continuing to reconcile and post entries based on their findings. However, the ongoing lack of supporting documentation remains a persistent issue, hindering both reconciliation efforts and overall audit progress.	Not Started
FY24	UVI is currently awaiting additional sample requests from EY. In the meantime, the consultants are continuing to reconcile and post entries based on their findings. However, the ongoing lack of supporting documentation remains a persistent issue, hindering both reconciliation efforts and overall audit progress.	Not Started

7. AAS Campus Cafeteria Update

Ms. Toi Matthews, Assistant Vice President for Administration, provided an update on the Albert A. Sheen Campus cafeteria. Due to ongoing challenges in retaining external caterers to operate the facility, Ms. Matthews proposed transitioning to a University-managed cafeteria model, similar to the structure currently in place on the Orville E. Kean Campus. The estimated annual cost to support a University-operated cafeteria on the AAS Campus is approximately \$778,000.

8. CELL Budget to Actual Performance



CELL REPORT AS OF APRIL 2025 WITH FOOTNOTES

Fund 1 Account						
Fund 1 Account	Description	Beginning Fund Balance, Oct 1, 2024	Revenue		Expenditures	Net Operating Position
103517	CELL Operating	\$ 550,000.00	\$ 155,751.00	(a)	\$ 343,498.61	\$ 362,252.39

(a) CELL has checks which the University has received (proof has been provided by the source entities). One deposit has been identified however it has not been rectified. The other two are pending research and resolution

(b) CELL has been advised by Accounting that reimbursements cannot be processed due to the absence of an identified matching funding source. Historically, the former Grant Director provided the necessary invoicing documentation to support reimbursements. While we fully support the need to comply with matching requirements, it's important to note that the expenses in question have already been paid, and the required match has been covered by the general fund. This can be appropriately resolved during the month-end close through a reclassifying journal entry. Given these circumstances, withholding reimbursement at this stage is not reasonable. Additionally, the lack of timely invoicing is contributing to our current cash flow challenges. Delays in processing reimbursements only exacerbate this issue and hinder our ability to manage resources effectively.

Fund 2 Accounts

Fund 2 Accounts	Description	Beginning Fund Balance, Oct 1, 2024	Revenue	Expenditures	Ending Fund Balance, April 30, 2025
231007	Comprehensive Review of USVI DOJ Paternity and Child Support Guideline Consultancy Services				
240118	CELL Legislative Fund	8,437.39	49,999.00	11,717.06	46,719.33
250550	EDA University Center	(46,158.52)	(17,685.39)	(17,685.39)	(46,158.52)
260495	EDA Match Fund	(39,978.41)	-	3,310.06	(43,288.47)
235143	VI History Course Fund	(27,646.04)	59,097.23	7,297.23	24,153.96
230977	AEFLA	(182,851.50)	28,823.88	28,823.88	(182,851.50)
235142	CPM Program	(86,646.41)	35,000.00	-	(51,646.41)
231005	BOC Adult Ed	27,153.89	60,969.75	16,075.66	72,047.98
260464	Wild Sage Restaurant	90,176.69	50,619.13	71,059.85	69,735.97
260465	Culinary Diageo	60,818.97	-	21,213.20	39,605.77
252606	Unbreakable VI Documentary	2,975.00	6,475.00	6,475.00	2,975.00
240134	UVI CELL Surveyor Program	404,371.68	20,833.33	66,389.08	358,815.93
240135	UVI CELL Appraiser Program	154,342.80	49,999.98	15,947.26	188,395.52
260474	CTE Instructor	35,557.00	-	15,700.00	19,857.00
260502	UVI St. John Community Resource and Development Center				
231006	RESET: Change Curriculum	(10,330.54)	-	(14,852.20)	(25,182.74)
251306	Community Engagement	11,166.72	69,623.50	8,938.38	71,851.84
	Combined Net Operating Position	401,388.72	413,755.41	240,409.07	545,030.66

9. Reichhold Center Budget to Actual Performance



#8 Reichhold Center Budget to Actual Performance FY25 - October 2024 - May 2025

Statement of Operating Revenues and Expenditures For Fiscal Year 2025 (October 1, 2024 – May 31, 2025) Projected vs. Actual

This report provides a summary of The Reichhold Center for the Arts' (RCA) financial standing for October 1 through to May 31 of FY25 by comparing cumulative budgeted revenues and expenditures against cumulative actuals. Explanations for variances are provided in the notations.

The Reichhold Center for the Arts remains offline. Though unable to produce a typical season, the staff has found unique ways to execute a variety of institutional and community-based projects.

BUDGETED vs. ACTUAL							
Revenue	UNRESTRICTED			RESTRICTED			YTD Actuals Actual
	Budget	Actual	Variance	Budget	Actual	Variance	
Federal Grants & Contracts			-		-	-	-
Federal Grants Rev. Recognition			-		3,832	(3,832)	3,832
Individual Gifts-Cash			-		12,395	(12,395)	12,395
Corporate Gifts-Cash			-		174,105	(174,105)	174,105
Individual Gifts - Cash - RCC		13,000	(13,000)		-	-	13,000
Private Grants - RC Foundation- RCC	250,000	375,000	(125,000)	250,000	50,000	200,000	425,000
Total Revenue	\$ 250,000	\$ 388,000		\$ 250,000	\$ 240,332		\$ 628,332
Direct Expenditures							
Advert & Promo - Promotional Advert	214	22	(192)	9,863	7,635	(2,227.81)	7,657.00
Computer Software & Supplies	1,925	198	(1,727)	-	-	-	198.00
Freight & Handling Charges	7,714	794	(6,920)	26	20	(5.84)	813.54
Hospitality-Faculty & Staff	-	-	-	5,012	3,880	(1,132.01)	3,879.56
Instructional Supplies	1,128	116	(1,012)	-	-	-	116.06
Labor	-	132,306	132,306	20,383	15,779	(4,604.14)	148,085.29
License Fees	20,445	2,103	(18,342)	-	-	-	2,103.28
Minor Computer Equipment Expense	-	-	-	12,981	10,049	(2,932.05)	10,048.50
Minor Misc Equipment & Furniture Ex	2,028	209	(1,819)	-	-	-	208.64
Minor Office Equipment Expense	6,359	654	(5,704)	-	-	-	654.13
Misc Office Supplies	16,204	1,667	(14,537)	-	-	-	1,666.98
Non-USVI Lodging & Subsistence	11,665	1,200	(10,465)	-	-	-	1,200.00
Other Contracted Services	-	-	-	83,226	69,293	(13,933.08)	69,292.89
Other Materials and Supplies	126,770	13,041	(113,728)	28,366	21,959	(6,407.34)	35,000.08
Other Miscellaneous Charges	-	-	-	36,098	27,944	(8,153.84)	27,944.28
Performance/Entertain. Contracted	-	-	-	51,672	40,000	(11,671.58)	40,000.00
Subscriptions	-	-	-	517	400	(116.72)	400.00
Travel,Transportation & Hospitality	55,549	5,715	(49,835)	1,857	1,438	(419.45)	7,152.08
Total Expenditures	\$ 250,000	\$ 158,025		\$ 249,999	\$ 198,396		\$ 356,420
Total Net Position		\$ 229,975			\$ 41,936		\$ 271,912

Salaries and Fringe Benefits:

The Center maintains three full-time employees to complete all projects and activities.

Direct Expenditures:

The second quarter saw an increase in activities that the Center presented

Additional expenses incurred during the second quarter include the following:

- Office supplies
- Additional storage supplies and minor furniture for new office location.
- Additional music licenses for SESAC and BMI
- Tools, replacement parts, and supplies for stagecraft.

OSP

GRANT PROPOSAL SUBMISSIONS AND AWARDS

QUARTER 2/JANUARY 2025 – MARCH 2025



Proposals Submitted & Awards Received - 2nd Qtr	FY25 2nd Qtr
Proposals	
Number of Proposals Submitted	30
Total Proposal Amount	\$ 15,739,525
Awards	
Number of Awards Received	53
Total Awards Amount	\$ 13,266,844

Governance Committee.....Henry C. Smock

The Governance Committee met on Monday June 2, 2025 for the purpose of reviewing the nominations for the annual election of chair and vice chair of the board. The committee also received updates regarding new governor appointed members of the board. The committee also received an update regarding the annual retreat.