

## Telecommunications Billing Change for FY20

### Frequently Asked Questions (FAQ)

#### Facts:

- Sponsored funds will not be billed going FY20 going forward.
- Funded FTE = the calculation uses Salary Planning and Distribution data to determine the department that actually paid an employee during the period. The calculation is based on actual distribution not home or work department.
- Facilities Craftsman and Students are counted as .3 FTE.
- Funded FTE numbers will be pulled each FY in March and provided to Telecom for updates to billing in the subsequent FY. The billed FTE will be an average of October and February.
- The rate will be reviewed annually as part of the Service Center Annual Rate Validation (SCARV) process. Grants and Contracts along with Telecommunication will review prior year expense and revenue for over/under recoveries. Based on that review a determination will be made if adjusted rates are appropriate in the next FY. Rate adjustments will incorporate any over/under recoveries as needed.
- All non-gen ops funded departments (Auxiliary, GTRI, EI2, DSS, etc.) will be billed using the new headcount billing model in FY20.

#### 1. How and when was campus informed of this change?

- January 29, 2018 - Finance Council meeting a presentation was made by OIT to let campus financial directors know a change was coming.
- January 18, 2019 – Budget Office issued an [email notification](#) on the billing change for FY20.
- January 23, 2019 - OIT notified the telecommunication coordinators.

#### 2. For departments that will be billed how often will the headcounts be reviewed?

The funded FTE will be reviewed annually as described above.

#### 3. How will charges for installation of new lines be handled?

There will not be a service charge to make additions/deletions to your account, but if services are added the department will be responsible for the price of handsets or other equipment needed.