

Mandatory Fee Request Form
Fiscal Year 2015

Institution Name: Georgia Institute of Technology

Section I

Name of Fee: Recreation Facility Fee
 Type of Fee: Recreation PPV Fee? No
 New fee or existing fee? Existing
 Fund Code: 13095 Account Code(s): 408120-408124

Current Fee Amount	Incremental Increase Request	Requested Fee Amount	Requested % Increase
\$ 54	\$ -	\$ 54	0%
Current Budgeted Revenue	Projected Fee Instances	Projected Incremental Revenue Increase at Requested Level	Total Projected Revenue at Requested Level
\$ 2,500,000	44836	\$ -	\$ 2,421,144

What is the purpose/use of this fee? (You should be as detailed as possible. Attach additional documentation as necessary)
 This fee pays most of the Campus Recreation Center debt service.

How will the incremental revenue be used? (You should be as detailed as possible. Attach additional documentation as necessary)

Section II

Financial Data: Please complete the Financial Data Sheets and the Detail of Revenue Sheets for this Fee. The financial data must be completed even if no fee increase is being requested.

As of June 30, 2013	Total Revenues	Total Expenditures	% of Revenue Expended
	\$ 2,331,387.00	\$ 2,455,977.00	105%

Provide explanation if % of revenue expended is less than 80%

Available Fund Balance Information as of June 30, 2013

\$ -	Fund Balance per General Ledger
\$ -	Encumbered funds as of June 30, 2013
\$ -	Reserved for Renewals and Replacements as of June 30, 2013
\$ -	Available Fund Balance as of June 30, 2013

Provide explanations for planned uses of available Fund Balance:

This reported fund balance is for the Recreation Fee only, revenue - expense.
 GL fund balance includes all student /sturdent related organizations.

Mandatory Fee Request Form
Fiscal Year 2015

Institution Name: Georgia Institute of Technology

Section III

Questions and Answers:

(1) Is this fee required for all students regardless of the number of credit hours taken, method of delivery (i.e. distance learning), etc. ? If no, please explain. Student taking less than 4 hrs do not pay this fee.	No
(2) What positions, if any, are being funded through this fee? Please list the positions. None	
(3) Is this fee being used to cover employee travel? If yes, please explain.	No
(4) Are significant changes to the fee amount anticipated within the next three (3) years? If yes, please list.	No
(5) Does this fee support any type of debt service? If yes, please explain in detail. The recreation fee supports the casmpus recreation center debt service	Yes
(6) Other than the student fee committee, what percentage of the student body was made aware of the fee? How was the student body at large informed and/or engaged in the process (i.e. town hall meetings, online surveys, etc). Please explain and/or attach appropriate documentation. Were these actions taken before or after the student committee vote? All students are aware of this fee.	
(7) Please <u>list</u> all reports/documents that were provided to the student fee committee prior to the committee vote (i.e. detailed budget reports, prior year revenue, expenditures and reserves, presentations, etc.)? This fee was not put before the committee for a vote. There will be no change to this fee.	

Mandatory Fee
Fiscal Year 2015
Financial Data
Recreation Facility Fee

(Insert Fee Name)

Institution: _____

	A	B	C	D	E	F
					= (F - D)	
					Revenue	FY 2015
	FY 2012	FY 2013	FY 2014	FY 2015	Generated by	Proposed
	Actual	Actual	Current	Projected	Rate	Budget
			Budget	Budget	Increase	w/ Fee Increase
				w/o Fee Increase		
Revenue						
Fee Revenue	2,260,057	2,331,387	2,500,000	2,500,000	0	
Planned Reserve Amount to be Used (NEW)						
Non-Fee Revenue (list Individually)						
Total Revenue	\$ 2,260,057	\$ 2,331,387	\$ 2,500,000	\$ 2,500,000	\$ -	\$ -
Cost of Goods Sold						
Net Revenue	\$ 2,260,057	\$ 2,331,387	\$ 2,500,000	\$ 2,500,000	\$ -	\$ -
Expenditures						
Personal Services (Including Fringes)						
Travel						
Supplies and Materials						
Repairs and Maintenance						
Telecommunications						
Contracted Services						
Lease Payments (Debt Service)	2,756,835	2,455,977	2,500,000	2,500,000		
Software						
Equipment Non-capitalized						
Equipment Capitalized						
Scholarships						
Auxiliary Services Administration						
Plant Allocation						
Other Expenses, please list if significant.						
Total Expenditures	\$ 2,756,835	\$ 2,455,977	\$ 2,500,000	\$ 2,500,000	\$ -	\$ -
Surplus (Deficit)	\$ (496,778)	\$ (124,590)	\$ -	\$ -	\$ -	\$ -
Cumulative Fund Balance						
% of Revenue Expended	122%	105%	100%	100%	#DIV/0!	#DIV/0!

NOTES:

- (A, B) The actual data for FY 2012 and FY2013 should agree to the general ledger as included in the respective Annual Financial Reports.
- (C) FY 2014 Current Budget represents the currently approved amendment.
- (D) FY 2015 Projected Budget w/o fee increase should represent the projected budget without any consideration of a fee increase.
The budget will consist of enrollment increases.
- (E) Rate Increase will represent only the increase in revenue and expenditures related to the proposed rate increase.
- (F) FY 2015 Proposed Budget will be the sum of FY 2015 Projected Budget w/o Fee Increase plus Rate Increase.

**Mandatory Fee
Fiscal Year 2015**

Financial Data
Detail of Revenue Projection
Recreation Facility Fee
(Insert Fee Name)

Institution: Georgia Institute of Technology

	A		B		C		D		E		F	
							= A x C				= C x E	
<u>Fee Detail</u>	<u>FY 2012 Actual Rate</u>	<u>FY 2013 Actual Rate</u>	<u>FY 2014 Current Rate</u>	<u>FY 2014 Number of Participants</u>	<u>FY 2015 Number of Participants</u>	<u>Projected FY 2015 Revenue with Current Rate</u>	<u>FY 2015 Proposed Rate</u>	<u>Projected FY 2015 Revenue with Proposed Rate</u>				
Fall/Spring												
0 - 4 credit hours	54	54	54	135	135	7,290	54	7,290				
<i>*no fee charged for 0-3 hrs</i>												
5 - 8 credit hours	54	54	54	1704	1704	92,016	54	92,016				
9 - 12 credit hours	54	54	54	7452	7452	402,408	54	402,408				
Full-time	54	54	54	28823	28823	1,556,442	54	1,556,442				
Summer												
0 - 4 credit hours	36	36	36	104	104	3,744	54	5,616				
<i>*no fee charged for 0-3 hrs</i>												
5 - 8 credit hours	36	36	36	2408	2408	86,688	54	130,032				
9 - 12 credit hours	36	36	36	1710	1710	61,560	54	92,340				
Full-time	36	36	36	2500	2500	90,000	54	135,000				
TOTAL						\$2,300,148		\$2,421,144				

NOTES:

- (1) Under different Auxiliary Units there may be several fee types. If your institution has various fees under any one unit list out each fee individually with the applicable description.
- (2) If you have a different fee level for different types of participants, please list each category separate (i.e. if you charge a lesser fee for students in less than full time credit hour categories).