

Mandatory Fee Request Form
Fiscal Year 2017

Institution Name: *Georgia Institute of Technology*
Preparer/Contact Information: *Marvin Lewis; OFFICE - 404-894-8129; EMAIL - mlewis@athletics.gatech.edu*

Section I

Name of Fee: *Athletics*
Type of Fee: *Athletic* PPV Fee? *No*
New fee or existing fee? *Existing*
Fund Code: *13095* Revenue Account Code(s): *704100-407104;407108*

Current Fee Amount	Incremental Increase Request	Requested Fee Amount	Requested % Increase
\$ 127	\$ -	\$ 127	0%
Current Budgeted Fee Revenue	Projected Fee Instances	Projected Incremental Revenue Increase at Requested Level	Total Projected Revenue at Requested Level
\$ 5,320,000	45,000	\$ -	\$ 5,149,500

What is the purpose/use of this fee? Has the purpose of the fee changes since last fiscal year? (You should be as detailed as possible. Attach additional documentation as necessary)

Please see the accompanying document titled "FY 2017 MSFAC Narrative - Athletics".

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

Please see the accompanying document titled "FY 2017 MSFAC Narrative - Athletics".

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. (Total Revenues and Total Expenditures will update automatically when Financial Data sheet is completed)

As of June 30, 2015	Total Revenues	Total Expenditures	% of Revenue Expended
	\$ 79,255,075.00	\$ 77,247,333.00	97%

Provide explanation if % of revenue expended is less than 80% OR greater than 100%

Available Fund Balance Information as of June 30, 2015

\$ 6,508,202.00	Fund Balance per General Ledger
\$ -	Encumbered funds as of June 30, 2015
\$ -	Reserved for Renewals and Replacements as of June 30, 2015
\$ 6,508,202.00	Available Fund Balance as of June 30, 2015

Provide explanations for planned uses of available Fund Balance:

Following the plan approved by the Administration & Finance Committee of the GTAA Board of Trustees, which is under the direction of the GIT Executive Vice President for Administration & Finance, GTAA has established \$5 million as the optimal Fund Balance total. The Fund Balance will be held in reserve unless needed to address short-term cash flow needs incurred by year-end net operating losses in future years.

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Fiscal Year 2017

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), military status, etc.? **If no, list the exceptions and explain.**

Yes

All students taking 4 or more hours are required to pay mandatory student fees, including the athletic fee.

(2) Do the projected fee instances reflect the number of exemptions/waivers that have been granted? If no, explain.

Yes

No exemptions or waivers have been granted.

(2a) Please provide the following details on exemptions/waivers:

	FY 2014	FY 2015	FY 2016	Projected FY 2017
# of Exemptions/Waivers	-	-	-	-
Amount	-	-	-	-

(3) Is this fee being used to cover employee travel? If yes, please explain.

No

No employee travel expenses are specifically funded by the athletic fee.

4) What positions, if any, are being funded through this fee? Please list the positions.

No positions within GTAA are specifically funded by the athletic fee.

(5) Are significant changes to the fee amount anticipated within the next three (3) years?

No

If yes, please explain.

In future years, specific projects and initiatives that directly impact the student body and/or our student-athletes will require GTAA to request increase to the athletic fee.

(6) Does this fee support any type of debt service? If yes, please explain in detail.

No

(7) 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?

The SGA Undergraduate and Graduate Presidents are members of the GTAA Board of Trustees and attend all quarterly board meetings. Also, the SGA President and GIT Vice President for Administration & Finance are on the Administration & Finance Committee of the board and attend its quarterly meetings. GTAA's Associate AD for Administration and Finance and GIT's Director of Administrative Finances conducted a separate meeting with SGA Undergraduate & Graduate Presidents as well as the incoming Student Athlete Advisory Board (SAAB) President to discuss the athletics fee as well.

(8) Please **list and submit** 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.) **along with meeting minutes.**

In addition to providing the required narratives and reports, GTAA has presented to the Mandatory Student Fee Advisory Committee (MSFAC) detailing the current state of athletics and the related benefits of the athletic fee. A similar presentation will be made this year as well.

(9) Only fill out this section if an increase is being requested.

In his letter regarding student fees, dated 9/2/15, the Chancellor stated that fee increase requests will only be considered if:

(1) the fee supports a PPV at risk of falling into deficit, or

(2) represents a prior commitment to a multi-year fee plan.

Which of these scenarios is applicable for this increase? Why is a fee increase critical to the success of the activities described in this template? What would be the effects of the fee remaining flat?

The narrative should reference the auxiliary 5-year business plans whenever possible for justification.

Mandatory Fee

Fiscal Year 2017

Financial Data

Athletics

(Insert Fee Name)

Institution: Georgia Institute of Technology

	Actuals Ledger		True projections of revenues and expenditures	From the Detail of Revenue Projection	From the Detail of Revenue Projection = (F - D)	From the Detail of Revenue Projection
	FY 2014	FY 2015	FY 2016	FY 2017	Revenue Generated by Rate Increase	FY 2017
	Actual	Actual	Current Projections	Planned Budget w/o Fee Increase		Proposed Budget w/ Fee Increase
Revenue						
Mandatory Fee Revenue (Less: Allowances, Waivers, Etc.)	\$5,073,873	\$5,151,400	\$5,320,000	\$5,149,500	\$0	\$5,149,500
Non-Mandatory Student Fees						0
Sales & Services						
Fines						0
Housing Rental Income						0
Other Rental Income						0
Meal Plan Sales						0
Other Food Service Sales						0
Athletic Ticket Sales	11,401,151	9,528,449	12,962,000	10,462,000	0	10,462,000
Game Guarantees	250,000	600,000	61,500	300,000	0	300,000
Athletic Camps						0
Other Athletic Revenue	40,108,148	47,866,290	43,354,000	43,043,600	0	43,043,600
Health Services						0
Non-Student Parking & Transportation						0
Advertising Revenue						0
Commissions						0
Bookstore & Gift shop Sales						0
Other Sales & Services						0
Miscellaneous Revenues						
Gifts	11,800,537	16,108,936	14,373,000	15,256,900	0	15,256,900
Other Miscellaneous Revenues						0
Total Revenue	\$68,633,709	\$79,255,075	\$ 76,070,500	\$ 74,212,000	\$ -	\$ 74,212,000
Expenditures						
Personal Services						
Salaries - Faculty/Staff	18,520,905	19,504,018	19,348,500	19,832,000	0	19,832,000
Salaries - Students	412,958	485,010	468,000	480,000	0	480,000
Fringe Benefits	4,121,836	4,450,189	4,237,000	4,343,000	0	4,343,000
Plant Allocations						0
Travel						
Travel - Employee	1,231,211	1,127,875	1,328,000	1,355,000	0	1,355,000
Travel - Non-Employee	4,466,005	5,831,417	5,661,750	5,775,000	0	5,775,000
Operating Supplies and Expenses						
Purchases for Resale/Cost of Goods Sold						0
Supplies & Materials	788,427	889,943	850,000	867,000	0	867,000
Repairs and Maintenance	2,370,683	2,184,315	2,050,000	2,091,000	0	2,091,000
Utilities	944,954	1,139,734	1,000,000	1,580,000	0	1,580,000
Rental Payments (Non-Real Estate)						0
Insurance	473,140	542,826	541,500	552,000	0	552,000
Software						0
Equipment (Small Value)						0
Real Estate/Authority Lease Rental						0
Per Diems & Fees						0
Contracted Services	4,708,292	4,719,615	4,750,000	4,845,000	0	4,845,000
Telecommunications	197,239	206,496	200,000	204,000	0	204,000
Scholarships	9,019,421	9,334,446	10,137,000	10,542,000	0	10,542,000
Other Operating Expenses	20,103,615	20,093,095	20,998,750	20,611,000	0	20,611,000
Plant Allocations						0
Equipment/Capital Outlay						
Lease/Purchase - Principal						0
Lease/Purchase - Interest						0
R&R Reserve Contribution						0
Motor Vehicle Purchase						0
Equipment Purchase						0
Building and Facilities Renovation & Improvement	1,623,749	6,738,354	4,500,000	1,135,000	0	1,135,000
Total Expenditures	\$ 68,982,435	\$ 77,247,333	\$ 76,070,500	\$ 74,212,000	\$ -	\$ 74,212,000
Transfer in (out)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Surplus (Deficit)	\$ (348,726)	\$ 2,007,742	\$ -	\$ -	\$ -	\$ -
Cumulative Fund Balance	\$ 4,500,460	\$ 6,508,202	\$ 6,508,202	\$ 6,508,202		\$ 6,508,202
% of Revenue Expended	101%	97%	100%	100%	100%	100%

NOTES:
 - (A, B) The actual data for FY 2014 and FY2015 should agree to the general ledger as included in the respective **PS Actuals Ledger**.
 - (C) FY 2016 Current projection should reflect the best estimate of actual revenues and expenditures. **Revenues and expenditures do not have to balance. Show projected surplus/deficit.**
 - (D) FY 2017 Projected Budget w/o fee increase should represent the projected budget without any consideration of a fee increase. **Revenues and expenditures do not have to balance. Show projected surplus/deficit.**
 - (E) Rate Increase will represent only the increase in revenue and expenditures related to the proposed rate increase.
 - (F) FY 2017 Proposed Budget will be the sum of FY 2017 Projected Budget w/o Fee Increase plus Rate Increase.

Mandatory Fee

Fiscal Year 2017

Financial Data

Detail of Revenue Projection

Athletics

(Insert Fee Name)

Institution: Georgia Institute of Technology

Fee Detail	A			B		C		D = A x C		E		F = C x E	
	FY 2014 Actual Rate	FY 2015 Actual Rate	FY 2016 Current Rate	FY 2016 Number of Participants	FY 2017 Number of Participants	Projected FY 2017 Revenue with Current Rate		FY 2017 Proposed Rate		Projected FY 2017 Revenue with Proposed Rate			
Fall Semester													
Dual Enrolled						\$	-			\$	-		
0-4 credit hours	127	127	127	516	500	\$	63,500	127	\$	63,500			
5-8 credit hours	127	127	127	885	700	\$	88,900	127	\$	88,900			
9-12 credit hours	127	127	127	4,610	4,500	\$	571,500	127	\$	571,500			
Full-time	127	127	127	14,826	14,300	\$	1,816,100	127	\$	1,816,100			
Fall Semester Total				20,837	20,000	\$	2,540,000		\$	2,540,000			
Spring Semester													
Dual Enrolled						\$	-			\$	-		
0-4 credit hours	127	127	127	59	60	\$	7,620	127	\$	7,620			
5-8 credit hours	127	127	127	826	800	\$	101,600	127	\$	101,600			
9-12 credit hours	127	127	127	3,708	3,500	\$	444,500	127	\$	444,500			
Full-time	127	127	127	14,538	14,140	\$	1,795,780	127	\$	1,795,780			
Spring Semester Total				19,131	18,500	\$	2,349,500		\$	2,349,500			
Summer Semester													
Dual Enrolled						\$	-			\$	-		
0-4 credit hours	40	40	40	137	125	\$	5,000	40	\$	5,000			
5-8 credit hours	40	40	40	2,467	2,400	\$	96,000	40	\$	96,000			
9-12 credit hours	40	40	40	1,601	1,600	\$	64,000	40	\$	64,000			
Full-time	40	40	40	2,347	2,375	\$	95,000	40	\$	95,000			
Summer Semester Total				6,552	6,500	\$	260,000		\$	260,000			
Fiscal Year Total				46,520	45,000	\$	5,149,500		\$	5,149,500			

NOTES:

(1) If you have a different fee level for different types of participants, please list each category separately (i.e. if you charge a lesser fee for students in less than full time credit hour categories).

Mandatory Fee

Fiscal Year 2017

Financial Data

Athletics

(Insert Fee Name)

Institution: Georgia Institute of Technology

	A	B	C	D	E	F
	Actuals Ledger		True projections of revenues and expenditures	From the Detail of Revenue Projection	From the Detail of Revenue Projection = (F - D)	From the Detail of Revenue Projection
	FY 2014 Actual	FY 2015 Actual	FY 2016 Current Projections	FY 2017 Planned Budget w/o Fee Increase	Revenue Generated by Rate Increase	FY 2017 Proposed Budget w/ Fee Increase
REVENUES						
<i>Fee Revenue</i>	5,073,873	5,151,400	5,320,000	5,149,500	-	5,149,500
<i>Sales & Services</i>	51,759,299	57,994,739	56,377,500	53,805,600	0	53,805,600
<i>Miscellaneous Revenues</i>	11,800,537	16,108,936	14,373,000	15,256,900	0	15,256,900
Total Revenue	\$ 68,633,709	\$ 79,255,075	\$ 76,070,500	\$ 74,212,000	\$ -	\$ 74,212,000
EXPENSES						
<i>Personal Services</i>	23,055,699	24,439,217	24,053,500	24,655,000	0	24,655,000
<i>Travel</i>	5,697,216	6,959,292	6,989,750	7,130,000	0	7,130,000
<i>Operating Supplies and Expenses</i>	38,605,771	39,110,470	40,527,250	41,292,000	0	41,292,000
<i>Equipment/Capital Outlay</i>	1,623,749	6,738,354	4,500,000	1,135,000	0	1,135,000
Total Expenditures	\$ 68,982,435	\$ 77,247,333	\$ 76,070,500	\$ 74,212,000	\$ -	\$ 74,212,000
Surplus (Deficit)	\$ (348,726)	\$ -	\$ -	\$ -	\$ -	0
Cumulative Fund Balance	4,500,460	\$ 6,508,202	\$ 6,508,202	\$ 6,508,202	-	6,508,202
% of Revenue Expended	100.5%	97.5%	100.0%	100.0%	#DIV/0!	100.0%

Mandatory Fee

Fiscal Year 2017

Line Items as Percentage of Totals

Athletics

(Insert Fee Name)

Institution: Georgia Institute of Technology

	A	B	C	D	F
	Actuals Ledger		True projections of revenues and expenditures	From the Detail of Revenue Projection	From the Detail of Revenue Projection
	FY 2014 Actual	FY 2015 Actual	FY 2016 Current Projections	FY 2017 Planned Budget w/o Fee Increase	FY 2017 Proposed Budget w/ Fee Increase
REVENUES					
<i>Fee Revenue</i>	7%	6%	7%	7%	7%
<i>Sales & Services</i>	75%	73%	74%	73%	73%
<i>Miscellaneous Revenues</i>	17%	20%	19%	21%	21%
Total Revenue	100%	100%	100%	100%	100%
EXPENSES					
<i>Personal Services</i>	33%	32%	32%	33%	33%
<i>Travel</i>	8%	9%	9%	10%	10%
<i>Operating Supplies and Expenses</i>	56%	51%	53%	56%	56%
<i>Equipment/Capital Outlay</i>	2%	9%	6%	2%	2%
Total Expenditures	100%	100%	100%	100%	100%

Mandatory Fee

Fiscal Year 2017

Year over Year % Change

Athletics

(Insert Fee Name)

Institution: Georgia Institute of Technology

	A	B	C	D	F
	Actuals Ledger		True projections of revenues and expenditures	From the Detail of Revenue Projection	From the Detail of Revenue Projection
	FY 2014 Actual	FY 2015 Actual	FY 2016 Current Projections	FY 2017 Planned Budget w/o Fee Increase	FY 2017 Proposed Budget w/ Fee Increase
REVENUES					
<i>Fee Revenue</i>		2%	3%	-3%	-3%
<i>Sales & Services</i>		12%	-3%	-5%	-5%
<i>Miscellaneous Revenues</i>		37%	-11%	6%	6%
Total Revenue		15%	-4%	-2%	-2%
EXPENSES					
<i>Personal Services</i>		6%	-2%	3%	3%
<i>Travel</i>		22%	0%	2%	2%
<i>Operating Supplies and Expenses</i>		1%	4%	2%	2%
<i>Equipment/Capital Outlay</i>		315%	-33%	-75%	-75%
Total Expenditures		12%	-2%	-2%	-2%
Surplus (Deficit)		-100%	0%	0%	0%
Cumulative Fund Balance		45%	0%	0%	0%
% of Revenue Expended		-3.0%	2.6%	0%	0%