

**Mandatory Fee Request Form**  
Fiscal Year 2017

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**Section I**

Name of Fee: Recreation/Facility Fee  
 Type of Fee: Activity PPV Fee? Yes  
 New fee or existing fee? Existing  
 Fund Code: 13095 Revenue Account Code(s): 408120, 408122, 408123, 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	47,639	\$ -	\$ 2,439,342

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)

This fee pays the debt service on the Campus Recreation Center

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. (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
	\$ 2,354,242.72	\$ 2,354,242.25	100%
Provide explanation if % of revenue expended is less than 80% OR greater than 100%			

**Available Fund Balance Information as of June 30, 2015**

\$ -	Fund Balance per General Ledger
\$ -	Encumbered funds as of June 30, 2015
\$ -	Reserved for Renewals and Replacements as of June 30, 2015
\$ -	Available Fund Balance as of June 30, 2015
Provide explanations for planned uses of available Fund Balance:	

NA

## Mandatory Fee Request Form

Fiscal Year 2017

<b>Institution Name:</b>	Georgia Tech
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### Section III

#### Questions and Answers:

<p>(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.? <b>If no, list the exceptions and explain.</b>                  It is not a mandatory fee for students taking less than 4 hours</p>	
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<p>(2) Do the projected fee instances reflect the number of exemptions/waivers that have been granted? If no, explain.</p>	Yes
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(2a) Please provide the following details on exemptions/waivers:				
	FY 2014	FY 2015	FY 2016	Projected FY 2017
# of Exemptions/Waivers				
Amount				

<p>(3) Is this fee being used to cover employee travel? If yes, please explain.</p>	No
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<p>4) What positions, if any, are being funded through this fee? Please list the positions. None</p>	
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<p>(5) Are significant changes to the fee amount anticipated within the next three (3) years? If yes, please explain.</p>	No
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<p>(6) Does this fee support any type of debt service? If yes, please explain in detail. Yes, this fee supports the Campus Recreation Center facility debt service</p>	Yes
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<p>(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?</p>	
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all students are aware

<p>(8) Please <b>list and submit</b> 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.) <b>along with meeting minutes.</b></p>	
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**(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**

**Campus Recreation Center - Debt Service Fee**

(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	FY 2015		FY 2016	FY 2017	Revenue	FY 2017
	Actual	Actual		Current	Planned	Generated by	Proposed
				Projections	Budget	Rate	Budget
					w/o Fee Increase	Increase	w/ Fee Increase
<b>Revenue</b>							
<b>Mandatory Fee Revenue (Less: Allowances, Waivers, Etc.)</b>	\$ 2,318,257	\$ 2,354,243		\$ 2,500,000	\$ 2,439,342	\$ 0	\$ 2,439,342
Non-Mandatory Student Fees							0
<b>Sales &amp; Services</b>							
Fines							0
Housing Rental Income							0
Other Rental Income							0
Meal Plan Sales							0
Other Food Service Sales							0
Athletic Ticket Sales							0
Game Guarantees							0
Athletic Camps							0
Other Athletic Revenue							0
Health Services							0
Non-Student Parking & Transportation							0
Advertising Revenue							0
Commissions							0
Bookstore & Gift shop Sales							0
Other Sales & Services							0
<b>Miscellaneous Revenues</b>							
Gifts							0
Other Miscellaneous Revenues							0
Planned Reserve Amount to be Used							
<b>Total Revenue</b>	<b>\$ 2,318,257</b>	<b>\$ 2,354,243</b>		<b>\$ 2,500,000</b>	<b>\$ 2,439,342</b>	<b>\$ -</b>	<b>\$ 2,439,342</b>
<b>Expenditures</b>							
<b>Personal Services</b>							
Salaries - Faculty/Staff							0
Salaries - Students							0
Fringe Benefits							0
Plant Allocations							0
<b>Travel</b>							
Travel - Employee							0
Travel - Non-Employee							0
<b>Operating Supplies and Expenses</b>							
Purchases for Resale/Cost of Goods Sold							0
Supplies & Materials							0
<b>Repairs and Maintenance - PPV Repair&amp;Replacement</b>		193,023		200,000	224,342		224,342
Utilities							0
Rental Payments (Non-Real Estate)							0
<b>Insurance &amp; Bonding</b>		62,896		70,000	65,000		65,000
Software							0
Equipment (Small Value)							0
Real Estate/Authority Lease Rental							0
Per Diems & Fees							0
Contracted Services							0
Telecommunications							0
Scholarships							0
Other Operating Expenses - Debt Retirement	2,318,257						0
Plant Allocations							0
<b>Equipment/Capital Outlay</b>							
Lease/Purchase - Principal		802,541		900,000	850,000		850,000
Lease/Purchase - Interest		1,295,783		1,330,000	1,300,000		1,300,000
R&R Reserve Contribution							0
Motor Vehicle Purchase							0
Equipment Purchase							0
Building and Facilities Renovation & Improvement							0
<b>Total Expenditures</b>	<b>\$ 2,318,257</b>	<b>\$ 2,354,242</b>		<b>\$ 2,500,000</b>	<b>\$ 2,439,342</b>	<b>\$ -</b>	<b>\$ 2,439,342</b>
<b>Surplus (Deficit)</b>	<b>\$ (0)</b>	<b>\$ 0</b>		<b>\$ -</b>	<b>\$ (2,439,342)</b>	<b>\$ -</b>	<b>\$ (2,439,342)</b>
<b>Cumulative Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>% of Revenue Expended</b>	1.000000047	0.9999998		1	1	#DIV/0!	1

**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

(Insert Fee Name)

Institution: \_\_\_\_\_

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			
<b>Fall Semester</b>											
Dual Enrolled						\$ -		\$ -			
0-4 credit hours	54	54	54	346	786	\$ 42,444	\$ 54	\$ 42,444			
5-8 credit hours	54	54	54	843	888	\$ 47,952	\$ 54	\$ 47,952			
9-12 credit hours	54	54	54	4,232	4,610	\$ 248,940	\$ 54	\$ 248,940			
Full-time	54	54	54	14,788	14,826	\$ 800,604	\$ 54	\$ 800,604			
<b>Fall Semester Total</b>				20,209	21,110	1,139,940		1,139,940			
<b>Spring Semester</b>											
Dual Enrolled						\$ -		\$ -			
0-4 credit hours	54	54	54	364	265	\$ 14,310	\$ 54	\$ 14,310			
5-8 credit hours	54	54	54	828	926	\$ 50,004	\$ 54	\$ 50,004			
9-12 credit hours	54	54	54	3,709	3,840	\$ 207,360	\$ 54	\$ 207,360			
Full-time	54	54	54	13,696	14,100	\$ 761,400	\$ 54	\$ 761,400			
<b>Spring Semester Total</b>				18,597	19,131	1,033,074		1,033,074			
<b>Summer Semester</b>											
Dual Enrolled						\$ -		\$ -			
0-4 credit hours	36	36	36	911	970	\$ 34,920	\$ 36	\$ 34,920			
5-8 credit hours	36	36	36	2,438	2,478	\$ 89,208	\$ 36	\$ 89,208			
9-12 credit hours	36	36	36	1,634	1,602	\$ 57,672	\$ 36	\$ 57,672			
Full-time	36	36	36	2,437	2,348	\$ 84,528	\$ 36	\$ 84,528			
<b>Summer Semester Total</b>				7,420	7,398	266,328		266,328			
<b>Fiscal Year Total</b>				<b>46,226</b>	<b>47,639</b>	<b>2,439,342</b>			<b>2,439,342</b>		

**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).