

**University System of Georgia**  
**Mandatory Fee Detail & Request Form**  
**Fiscal Year 2022**

**Instructions:** Complete the grey and blue fields. List the PPV project ID and title for the PPV field. The text within the blue cells are guiding questions intended to assist in completing your narrative responses. Please overwrite the current data in these cells with your responses.

<b>Institution Name:</b>	Georgia Institute of Technology
<b>Preparer Name &amp; Email:</b>	Tamara Lyons tamara.lyons@health.gatech.edu
<b>Name of Fee:</b>	Health Fee
<b>New or Existing?</b>	Existing
<b>Type of Fee:</b>	Health
<b>Fund:</b>	FD12240
<b>Revenue Department(s):</b>	Student Health Fee Revenue
<b>Revenue Account:</b>	RC406100, 406101, 406103, 406104, 406105, 406106, 406107, 406108
<b>PPV Projects Supported:</b>	None

**Description of Fee Purpose:**

What are the primary activities supported by this fee? **The mandatory student health fee provides the majority of financial resources to support the provision of health care to students at Stamps Student Health Services. Services are provided through Primary Care Clinic, Women's Health Clinic, Psychiatry Clinic, Sports Medicine Clinic, Travel/Immunization/Allergy Clinic, Pharmacy, Diagnostic Services (lab and radiology), and Business Operations. The student health fee supports all aspects of the operation of Stamps Student Health Services, including staffing, supplies, utilities, facilities, and other overhead. The mandatory student health fee also provides a portion of the financial resources for Health Initiatives. Health Initiatives' programming includes nutritional services, sexual assault prevention education and advocacy, and health and wellness education. In FY20 the mandatory student health fee also began supporting the salaries and related expenses of two of the assessment counselors/case managers in the Center for Assessment and Referral, otherwise known as GT CARE. CARE is the mental health intake center designed to assist students with accessing mental health resources. How would this fee be described to students? The health fee provides the financial resources needed to provide health services at Stamps Health Services, supports health and wellness education through Health Initiatives and supplements mental health access resources through GT CARE. How does this fee support the primary mission of retaining and graduating students? Stamps Health Services, Health Initiatives, and GT CARE promote the health and wellbeing of students along the entire spectrum of health, from education about and promotion of healthy lifestyle, to connecting students to a full spectrum of resources to address issues affecting health and wellness, to a comprehensive and high quality clinic providing treatment for acute and chronic illness. Research has demonstrated a strong connection between the physical and mental health of students and the probability of students successfully graduating from college. Stamps Health Services, Health Initiatives, and GT CARE seek to inspire a thriving and resilient culture, promote healthy lifestyle behaviors through inclusive and innovative programming and provide direct high quality, compassionate patient care.**

**Description of Students Charged:**

What student population is assessed this fee? (eg. undergraduate only, specific campuses, etc.) **The Health Fee is required of students taking four (4) or more credit hours.**  
What student groups are eligible for a waiver? **None** What is the process by which a student can request/receive a waiver?  
**None**  
Is the fee assessed during summer semester? **Yes, a reduced fee is charge during summer semester.**  
Does the institution pro-rate fees based on credit hours? **No**

**Description of Student Engagement:**

How was the student body at large informed and/or engaged in the fee process (e.g. town hall meetings, online surveys, etc.)? Were these actions taken before or after the student committee vote?  
Include any documents provided to the student fee committee. **Health Services provides financial and operational information to the Student Health Advisory Committee (SHAC) in support of a fee request. When the fee request is approved by the SHAC, budget planning continues in preparation for the first MSFAC meeting. The Health fee request is also posted at www.health.gatech.edu in November. At various touchpoints, students are actively engaged in the fee conversation.**

<b>Institution Name:</b>	Georgia Institute of Technology
<b>Name of Fee:</b>	Health Fee

# Mandatory Fee Detail & Request Form

## Fiscal Year 2022

FY 2021 Fee Amount:	\$172	Incremental Change Proposed:	\$0
Proposed FY 2022 Fee Amount:	\$172	Percent Change Proposed:	0.0%
FY20 Revenue	\$11,978,044		
FY20 Expenditures	\$11,058,377	FY20 % of Revenue Expended:	92.3%
FY21 Unrestricted Fund Balance	\$1,724,258		

### Description of Financial Trends:

Provide context as to the trends seen in the financials tab. Describe any one-time revenues or expenditures that may skew trends. Provide an explanation if FY20 revenue was less than 80% expended. **FY20 has some reduction of revenue due to loss of health fee for Summer A. There was also a reduction in revenue due to decreased patient volumes in Spring 2020 due to the closure of campus as a result of Covid-19. Revenue for FY21 will also be reduced due to a loss of health fee for Summer B term. Revenue from clinical activity in FY21 is difficult to predict due to decreases in number of students physically on campus, and measures such as telemedicine that reduce the number of students physically coming to the health center. Expenditures are also increased due to supplies, materials, and equipment needed to provide care in the context of Covid 19. Some of these expenditures will be covered by budgets outside of Stamps, but some are inherent to the operation of Stamps Health Services. What are planned uses for the available fund balance (if applicable)? Reserves will be used to replace or repair assets, invest in new technologies and may fund YoY budget deficits as needed.**

### Description of Personal Services and Travel:

Provide narrative descriptions to support the amounts found on the subsequent financials tab. What positions are supported by this fee? **All Stamps Health Services assigned staff, 5 FTEs for Health Initiatives staff and 2 FTEs in CARE.** How has the number of positions changed or what positions would the institution like to hire? **None** To what extent is this fee used to fund employee travel? **Primarily funds travel related to professional development.**

### Justification for Increase and Planned Usage:

No increase requested.

**Mandatory Fee Detail & Request Form**  
**University System of Georgia**  
**Georgia Institute of Technology**  
**Health Fee**

**Instructions:** Include the full number of students assessed the fee. Do not net waivers on this page. Waivers are calculated on the financial data tab (and explained on the summary tab). The credit hour tiers below are examples. Modify the rows based on the number of different rates assessed under your institutional fee policy.

<b>Projection of Fee Instances and Revenues</b>	FY 2020 Fee Rate	FY 2021 Fee Rate	Proposed FY 2022 Fee Rate	Projected FY21 Fee Instances	Projected FY22 Fee Instances	FY22 Revenues <u>without</u> increase	FY22 Incremental Fee Increase	FY22 Projection <u>with</u> increase
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**Fall Semester**

Full-time	\$172	\$172	\$172	15,598	15,738	2,707,002	0	2,707,002
9-12 credit hours	\$172	\$172	\$172	5,255	5,302	911,995	0	911,995
5-8 credit hours	\$172	\$172	\$172	980	989	170,077	0	170,077
0-4 credit hours	\$172	\$172	\$172	88	89	15,272	0	15,272
Language Institute	\$86	\$86	\$86	216	218	18,785	0	18,785
<b>Fall Semester Total</b>				<b>22,137</b>	<b>22,337</b>	<b>\$3,823,131</b>	<b>\$0</b>	<b>\$3,823,131</b>

**Spring Semester**

Full-time	\$172	\$172	\$172	14,050	14,176	2,438,349	0	2,438,349
9-12 credit hours	\$172	\$172	\$172	4,434	4,474	769,512	0	769,512
5-8 credit hours	\$172	\$172	\$172	930	938	161,400	0	161,400
0-4 credit hours	\$172	\$172	\$172	96	97	16,661	0	16,661
Language Institute	\$86	\$86	\$86	205	207	17,783	0	17,783
<b>Spring Semester Total</b>				<b>19,715</b>	<b>19,892</b>	<b>\$3,403,704</b>	<b>\$0</b>	<b>\$3,403,704</b>

**Summer Semester**

Full-time	\$115	\$115	\$115	2,018	2,036	234,159	0	234,159
9-12 credit hours	\$115	\$115	\$115	1,379	1,391	160,012	0	160,012
5-8 credit hours	\$115	\$115	\$115	2,418	2,440	280,573	0	280,573
0-4 credit hours	\$115	\$115	\$115	184	186	21,350	0	21,350
Language Institute	\$86	\$86	\$86	57	58	4,954	0	4,954
<b>Summer Semester Total</b>				<b>6,056</b>	<b>6,111</b>	<b>\$701,048</b>	<b>\$0</b>	<b>\$701,048</b>

<b>Fiscal Year Total</b>				<b>47,430</b>	<b>47,857</b>	<b>\$7,886,361</b>	<b>\$0</b>	<b>\$7,886,361</b>
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<b>Fiscal Year Total (incl Language Institute)</b>				<b>47,909</b>	<b>48,340</b>	<b>\$7,927,883</b>	<b>\$0</b>	<b>\$7,927,883</b>
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**Mandatory Fee Detail & Request Form**  
**Fiscal Year 2022**  
**Georgia Institute of Technology**  
**Health Services**

**Instructions:** Report ACTUALS ledger detail only. Include all fiscal year activity (i.e. do not filter on Bud Ref). The report should reflect the most accurate financial projection, to include planned surplus or deficit. It is not necessary to balance revenue and expense.

	Account Code Mapping	FY 2019 Actuals	FY 2020 Actuals	FY 2021 Projected	FY22 Projection without rate change	FY22 Incremental requested fee change	FY22 Projection with rate change
<b>REVENUE</b>							
<i>Student Fees</i>							
	40xxxx						
Mandatory Fee Revenue		7,749,427	7,574,709	7,712,884	7,927,883	0	7,927,883
Less: Allowances, Waivers, Etc.			-1,220	0	0		0
Non-Mandatory Student Fees			591,917	615,831	745,793		745,793
<i>Sales &amp; Services</i>							
Sales & Services	441xxx, 449xxx						0
Fines	442xxxx						0
Housing Rental Income	4511xx						0
Other Rental Income	4512xx						0
Advertising Revenue	4521xx						0
Commissions - Outsourced Operations	452101, 452201						0
Food Services Sales	4522xx						0
Athletic Camps, Conference, Programs	4526xx						0
Royalties/License Revenue	4528xx						0
Other Sales	452xxx except otherwise listed		111	113	135		135
Health Services	454xxx	4,304,929	3,595,256	3,703,115	3,643,797		3,643,797
Other Sales & Services	44xxxx or 45xxxx not otherwise listed						0
<i>Miscellaneous Revenues</i>							
Other Miscellaneous Revenues	47xxxx	58,670	85,686	10,500	25,000		25,000
Gifts	485xxx	0	0	0	0		0
Other Income	4xxxxx not otherwise listed	61,051	131,585	131,585	134,217		134,217
<b>Total Revenue</b>		<b>\$12,174,077</b>	<b>\$11,978,044</b>	<b>\$12,174,028</b>	<b>\$12,476,824</b>	<b>\$0</b>	<b>\$12,476,824</b>
<b>EXPENDITURES</b>							
<i>Personal Services</i>							
Salaries - Faculty/Staff	51xxxx-53xxxx, except 523xxx to 525xxx	5,006,586	5,005,126	5,123,642	5,817,534		5,817,534
Salaries - Students	523xxx-524xxx	13,550	14,948	15,247	30,000		30,000
Salaries - Casual Labor	525xxx	0	16,553	0	0		0
Fringe Benefits	55xxxx,56xxxx	1,533,861	1,563,224	1,594,488	1,886,489		1,886,489
Allocated Personal Services	59xxxx	0	1,500	0	0		0
<i>Travel</i>							
Travel - Employee	64xxxx	29,348	21,152	0	29,935		29,935
Travel - Non-Employee	65xxxx	0	319	0	0		0
Allocated Travel	698xxx	0	0	0	0		0
<i>Operating Supplies and Expenses</i>							
Purchases for Resale/Cost of Goods Sold	702xxx-703xxx	0	0	0	0		0
Motor Vehicle Expense	712xxxx	0	0	0	0		0
Supplies & Materials	714xxx	2,894,681	3,105,063	3,763,693	3,799,673		3,799,673
Repairs and Maintenance	715xxx except 715200	84,405	52,229	53,796	85,126		85,126
Repair & Rehabilitation Reserve Contribution	715200	0	0	0	0		0
Utilities	717xxxx	96,854	82,973	84,632	87,121		87,121
Rental Payments (Non-Real Estate)	719xxx	14,934	9,790	9,986	12,622		12,622
Insurance	720xxx	4,104	3,066	3,066	3,066		3,066
Software	733xxxx	2,249	0	7,595	3,000		3,000
Publications and Printing	742100	8,129	3,008	3,068	8,291		8,291
Equipment (Small Value)	743xxx-744xxx	620	18,620	17,226	10,000		10,000
Real Estate/Authority Lease Rental	748xxx	0	0	0	0		0
Per Diems & Fees	751xxx-752xxx	350,640	359,594	447,267	380,326		380,326
Contracted Services	753xxx	176,724	76,484	135,422	81,891		81,891
Telecommunications	771xxx	45,219	6,820	7,161	46,086		46,086
Scholarships	78xxxx except 781180 and 783xxx	0	0	0	0		0
Other Grant Expense	781180	0	0	0	0		0
Stipends	783xxx	0	0	0	0		0
Other Operating Expenses	727xxx & other 7xxxxx not listed	144,344	116,887	147,981	92,409		92,409
Allocated Operating Expenses	798xxx	758,750	594,998	620,621	648,841		648,841
<i>Equipment/Capital Outlay</i>							
Lease/Purchase - Principal	8181xx						0
Lease/Purchase - Interest	8182xx						0
Motor Vehicle Purchase	8411xx						0
Equipment Purchase	8431xx, 8433xx	7,950	6,024	0	0		0
Land and Land Improvements	8501xx						0
Building and Facilities Improvements	860xxx, 870xxx						0
Other Capital	8xxxxx not otherwise listed						0
<b>Total Expenditures</b>		<b>\$11,172,947</b>	<b>\$11,058,377</b>	<b>\$12,034,891</b>	<b>\$13,022,410</b>	<b>\$0</b>	<b>\$13,022,410</b>
Beginning Net Assets and Reserves (July 1)	3xxxxx		3,657,133	4,576,800	4,302,162		4,302,162
Surplus/(Deficit) from above schedule		1,001,130	919,667	139,137	-545,586		-545,586
Transfer to or from other sources	9xxxxx		0	-413,775	-287,282		-287,282
<b>Final Net Assets and Reserves (June 30)</b>		<b>\$1,001,130</b>	<b>\$4,576,800</b>	<b>\$4,302,162</b>	<b>\$3,469,294</b>	<b>\$0</b>	<b>\$3,469,294</b>
<b>Instructions:</b> Break out the final net assets as of the end of each fiscal year using the rows below. Row 78 and 85 should tie.							
Reserved for Renewal & Replacement	323100		2,852,542	3,065,301	3,278,060		3,278,060
Capital Liability Reserve Fund	329600	0	0	0	0		0
Other Unrestricted Net Assets (including encumbrance reserve)	3xxxxx not otherwise listed		1,724,258	1,236,860	191,233		191,233
<b>Total Net Assets and Reserves</b>		<b>\$0</b>	<b>\$4,576,800</b>	<b>\$4,302,162</b>	<b>\$3,469,294</b>	<b>\$0</b>	<b>\$3,469,294</b>