

University System of Georgia
Mandatory Fee Detail & Request Form
Fiscal Year 2023

Instructions: Complete the grey and blue fields. List the PPV project ID and title for the PPV field. Hover over the blue cells for guiding questions or instructions intended to assist in completing your narrative responses.

Institution Name:	Georgia Institute of Technology
Preparer Name & Email:	Robert Junko robert.junko@gatech.edu
Name of Fee:	Campus Center Facility Fee
New or Existing?	Existing
Fund:	FD13100
Revenue Department(s):	CC000423
Revenue Account(s):	RC408413
PPV Projects Supported:	PPV-30-1801 Campus Center (Student Center Expansion/Renovation)
Webpage w/ Public Information	http://www.budgets.gatech.edu/File?F=MSFAC%2F23MSFAC%20Fact%20Sheet.pdf

Description of Fee Purpose:

What are the primary activities supported by this fee? This fee goes toward the facility lease payments for the new Campus Center. The fee began in FY21.
How would this fee be described to students? The fee supports a portion of the overall Campus Center facility lease payments.
How does this fee support the primary mission of retaining and graduating students? It provides them a building to find community and take a break from the academic rigors of Georgia Tech.

Description of Students Charged:

What student population is assessed this fee? The fee is required of students taking 4 or more hours for both Undergraduate and Graduates.
What student groups are eligible for a waiver? Dual Enrollment (MOWR) & Military. On-line students pay only the technology fee.
How many waivers were provided in Fall 2021? 561
Is the fee assessed during the summer semester? Yes, the summer fee is 2/3rds of Fall and Spring fee of \$85. ($\$85 * 2/3 = \56.67)

Campus Specific Assessment:

If your institution has multiple campuses, describe which locations are assessed this fee and which are not.
Only the Atlanta Campus

Description of Student Fee Committee:

Describe the make-up of the student fee committee(s) at your institution. How are individuals selected for the committee? Were part-time students and/or graduate students represented? Are there different committees for individual fees or campuses? When did the committee meet for the FY23 cycle and are any additional meetings planned? Include in your submission any documents provided to the student fee committee.

The Georgia Institute of Technology Mandatory Student Fee Advisory Committee (“Committee”) is created to implement the provisions of Board of Regents Policy 7.3.2.1 and thereby to ensure student input on changes to mandatory student fees. The Committee shall make recommendations to the President on changes to existing mandatory student fees or on any new mandatory fees. Fees considered by the Committee shall exclude elective fees that are paid by the students who choose to receive specific services. “Mandatory student fees” are defined in the Board of Regents' Policy manual as follows: “... fees that are assessed to all students, all undergraduate students, or all full-time undergraduate students on one or more campuses of a USG institution.”

The Committee shall be composed of twelve voting members selected as follows:

- *Eight students appointed by the Graduate and Undergraduate Presidents of the Student Government Associations (SGA);
- *Two faculty members appointed by the Provost;
- *The Executive Director, Institute Budget Planning and Administration (IBPA), or his/her appointee (permanent member of Committee);
- *One additional staff member appointed by the Executive Vice President, Administration and Finance (EVP A&F).

Graduate students were represented. Only one committee for all mandatory fees. Meetings were held on the following dates: October 20th, November 3rd, November 10th and December 1st. An additional meeting is tentatively scheduled for the 2nd week of January 2022.

Institution Name: Georgia Institute of Technology

Name of Fee: Campus Center Facility Fee

FY 2022 Fee Amount:	\$85	Incremental Change Proposed:	\$0
Proposed FY 2023 Fee Amount:	\$85	Percent Change Proposed:	0.0%
FY21 Revenue	\$3,770,432		
FY21 Expenditures	\$902,939	FY21 % of Revenue Expended:	23.9%
FY21 Unrestricted Fund Balance	\$2,867,493		

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. FY21 was the first year of the Facility Fee. The fee is fixed at \$85 to cover the required bond debt payments. Revenue increases from FY21 to FY23 reflect student enrollment increases. Debt payments in FY21 & FY22 were primarily interest only payments. FY23 was the first full P&I payment based on the bond debt schedule resulting in a significant increase.

Provide an explanation if FY21 revenue was less than 80% expended. Describe the source of any non-mandatory transfers. FY21 was the first year of debt and an interest only payment, while the full \$85 fee was collected, resulting in a substantial surplus reserve.

Description of Reserve Balance:

What are planned uses for the available fund balance (if applicable)? The Board of Regents required any annual surplus to be recorded in a reserve to be used if future debt payment commitments can not be met. FY21 was the first year of recording this reserve (\$2.8M as shown above in line 49).

Justification for Requested Rate Change and Planned Usage:

Only fill out this section if a change is being requested. Refer to the Chancellor's letter from 11/11/21 when completing your document. Request guidelines are as follows:

1. New fee requests or increases to existing fees will not be considered for recommendation to the Board unless the institution demonstrates a pressing need for the new funds, and a strong business case, including the analysis of available reserves. To avoid cost increases to students, requesting a reduction to a mandatory fee to offset a requested increase to another is encouraged when possible.
2. New fees are strongly discouraged and should not be proposed unless there is a critical institutional need, evidence of overwhelming student support and a clear benefit to student success.
3. Fee increases needed to support PPV projects whose revenues are falling or expected to fall below levels to sustain those projects will be considered. A detailed business case and analysis must be presented.

Description of Additional Student Engagement:

This section must be completed if a change is requested. It is helpful, but optional, if no change is requested.

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?

Mandatory Fee Detail & Request Form
Fiscal Year 2023
Georgia Institute of Technology
Campus Center Facility Fee

The credit hour tiers below are examples. Modify the rows based on the number of different rates assessed under your institutional fee pro-ration policy. Please contact the system office if you would like help modifying this worksheet to meet your requirements.

Fall 2021 through Summer 2022 Revenue Projections

	FY 2022 Fee Rate	Projected FY22 Student Count	Projected FY22 Fee Waivers	Projected FY22 Revenue
--	------------------	------------------------------	----------------------------	------------------------

Fall Semester

Full-time	\$85	16,332	3	\$1,387,965
9-12 credit hours	\$85	6,180	2	\$525,130
5-8 credit hours	\$85	1,044	42	\$85,170
0-4 credit hours	\$0	628	514	\$0
Fall Semester Total		24,184	561	\$1,998,265

Spring Semester

Full-time	\$85	14,699	3	\$1,249,160
9-12 credit hours	\$85	5,562	2	\$472,600
5-8 credit hours	\$85	940	44	\$76,160
0-4 credit hours	\$0	565	540	\$0
Spring Semester Total		21,766	589	\$1,797,920

Summer Semester

Full-time	\$56.67	2,328		\$131,928
9-12 credit hours	\$56.67	989		\$56,047
5-8 credit hours	\$56.67	1,220		\$69,137
0-4 credit hours	\$0	142		\$0
Summer Semester Total		4,679	0	\$257,112

Fiscal Year Total		50,629	1,150	\$4,053,297
--------------------------	--	---------------	--------------	--------------------

Fall 2022 through Summer 2023 Revenue Projections

Projection of Enrollment and Revenues	Proposed FY 2023 Fee Rate	Projected FY23 Student Count	Projected FY23 Fee Waivers	FY23 Revenue	FY23 Revenue	Incremental Revenue from Rate Change
				without rate change	with rate change	

Fall Semester

Full-time	\$85	16,495	4	\$1,401,728	\$1,401,728	\$0
9-12 credit hours	\$85	6,243	2	\$530,468	\$530,468	\$0
5-8 credit hours	\$85	1,054	45	\$85,802	\$85,802	\$0
0-4 credit hours	\$0	634	556	\$0	\$0	\$0
Fall Semester Total		24,426	607	\$2,017,999	\$2,017,999	\$0

Spring Semester

Full-time	\$85	14,846	4	\$1,261,569	\$1,261,569	\$0
9-12 credit hours	\$85	5,619	3	\$477,328	\$477,328	\$0
5-8 credit hours	\$85	949	47	\$76,704	\$76,704	\$0
0-4 credit hours	\$0	571	584	\$0	\$0	\$0
Spring Semester Total		21,985	638	\$1,815,601	\$1,815,601	\$0

Summer Semester

Full-time	\$56.67	2,351		\$133,224	\$133,224	\$0
9-12 credit hours	\$56.67	999		\$56,607	\$56,607	\$0
5-8 credit hours	\$56.67	1,232		\$69,829	\$69,829	\$0
0-4 credit hours	\$0	144		\$0	\$0	\$0
Summer Semester Total		4,726	0	\$259,660	\$259,660	\$0

Fiscal Year Total		51,137	1,245	\$4,093,260	\$4,093,260	\$0
--------------------------	--	---------------	--------------	--------------------	--------------------	------------

Information Item: Waiver Impact

FY22 Lost Revenue from Waivers	FY23 Lost Revenue from Waivers (before rate change)	FY23 Lost Revenue from Waivers (with rate change)
--------------------------------	---	---

\$255	\$340	\$340
\$170	\$170	\$170
\$3,570	\$3,825	\$3,825
\$0	\$0	\$0
\$3,995	\$4,335	\$4,335

\$255	\$340	\$340
\$170	\$255	\$255
\$3,740	\$3,995	\$3,995
\$0	\$0	\$0
\$4,165	\$4,590	\$4,590

\$0	\$0	\$0
\$0	\$0	\$0
\$0	\$0	\$0
\$0	\$0	\$0
\$0	\$0	\$0

\$8,160	\$8,925	\$8,925
----------------	----------------	----------------

Mandatory Fee Detail & Request Form
Fiscal Year 2023
Georgia Institute of Technology
Campus Center Facility Fee

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 Actuals	FY 2022 Projected	FY23 Projection without rate change	FY23 Incremental requested fee change	FY23 Projection with rate change
REVENUE								
<i>Student Fees</i>								
Mandatory Fee Revenue (net of waivers)	40xxxx			3,764,032	4,053,297	4,093,260	0	4,093,260
Non-Mandatory Student Fees								0
<i>Sales & 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							0
Health Services	454xxx							0
Other Sales & Services	44xxxx or 45xxxx not otherwise listed							0
<i>Miscellaneous Revenues</i>								
Other Miscellaneous Revenues	47xxxx							0
Gifts	485xxx							0
Other Income	4xxxxx not otherwise listed			6,401				0
Total Revenue		\$0	\$0	\$3,770,432	\$4,053,297	\$4,093,260	\$0	\$4,093,260
EXPENDITURES								
<i>Personal Services</i>								
Salaries - Faculty/Staff	51xxxx-53xxxx, except 523xxx to 525xxx							0
Salaries - Students	523xxx-524xxx							0
Salaries - Casual Labor	525xxx							0
Fringe Benefits	55xxxx,56xxxx							0
Allocated Personal Services	59xxxx							0
<i>Travel</i>								
Travel - Employee	64xxxx							0
Travel - Non-Employee	65xxxx							0
Allocated Travel	698xxx							0
<i>Operating Supplies and Expenses</i>								
Purchases for Resale/Cost of Goods Sold	702xxx-703xxx							0
Motor Vehicle Expense	712xxxx							0
Supplies & Materials	714xxx							0
Repairs and Maintenance	715xxx except 715200							0
Repair & Rehabilitation Reserve Contribution	715200			87,626	243,743	254,157		254,157
Utilities	717xxxx							0
Rental Payments (Non-Real Estate)	719xxx							0
Insurance	720xxx							0
Software	733xxxx							0
Publications and Printing	742100							0
Equipment (Small Value)	743xxx-744xxx							0
Real Estate/Authority Lease Rental	748xxx							0
Per Diems & Fees	751xxx-752xxx							0
Contracted Services	753xxx							0
Telecommunications	771xxx							0
Scholarships	78xxxx except 781180 and 783xxx							0
Other Grant Expense	781180							0
Stipends	783xxx							0
Other Operating Expenses	727xxx & other 7xxxxx not listed							0
Allocated Operating Expenses	798xxx							0
<i>Equipment/Capital Outlay</i>								
Lease/Purchase - Principal	8181xx, 8183xx			49,232	64,022	60,168		60,168
Lease/Purchase - Interest	8182xx, 8184xx			766,082	1,022,546	2,868,008		2,868,008
Motor Vehicle Purchase	8411xx							0
Equipment Purchase	8431xx, 8433xx							0
Land and Land Improvements	8501xx							0
Building and Facilities Renovation & Improvement	860xxx, 870xxx							0
Other Capital	8xxxxx not otherwise listed							0
Total Expenditures		\$0	\$0	\$902,939	\$1,330,311	\$3,182,333	\$0	\$3,182,333

Beginning Net Assets and Reserves (July 1)	3xxxxx		0	0	2,867,493	5,590,479	0	5,590,479
Surplus/(Deficit) from above schedule		0	0	2,867,493	2,722,986	910,927	0	910,927
Transfer (to) or from other sources	9xxxxx							
Final Net Assets and Reserves (June 30)		\$0	\$0	\$2,867,493	\$5,590,479	\$6,501,406	\$0	\$6,501,406

Instructions: Break out the final net assets as of the end of each fiscal year using the rows below. Row 77 and 84 should tie.

Reserved for Renewal & Replacement	323100				2,867,493	5,590,479		5,590,479
Capital Liability Reserve Fund	329600							
Other Unrestricted Net Assets (including encumbrance reserve)	3xxxxx not otherwise listed			2,867,493	2,722,986	910,927		910,927
Total Net Assets and Reserves		\$0	\$0	\$2,867,493	\$5,590,479	\$6,501,406	\$0	\$6,501,406