

University System of Georgia
Mandatory Fee Detail & Request Form
Fiscal Year 2024

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: Leslie Feldner leslie.feldner@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/mResources/MSFAC>

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 2022? 559
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 FY24 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).

**Mandatory Fee Detail & Request Form
Fiscal Year 2024**

Institution Name: Georgia Institute of Technology

Name of Fee: Campus Center Facility Fee

FY 2023 Fee Amount: \$85

Incremental Change Proposed: \$0

Proposed FY 2024 Fee Amount: \$85

Percent Change Proposed: 0.0%

FY22 Revenue \$4,132,803

FY22 Expenditures \$948,561

FY22 % of Revenue Expended: 23.0%

FY22 Unrestricted Fund Balance \$3,184,241

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 FY24 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 FY22 revenue was less than 80% expended. Describe the source of any non-mandatory transfers. FY22 was the second 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 and held on the books to be used if future debt payment commitments can not be met. FY22 was the second year of recording this reserve (\$3.1M 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 2024

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 2022 through Summer 2023 Revenue Projections

	FY 2023 Fee Rate	Projected FY23 Student Count	Projected FY23 Fee Waivers	Projected FY23 Revenue
--	------------------	------------------------------	----------------------------	------------------------

Fall Semester

Full-time	\$85	17,376	6	\$1,476,450
9-12 credit hours	\$85	6,166	7	\$523,515
5-8 credit hours	\$85	1,204	87	\$94,945
0-4 credit hours	\$0	671	577	\$0
Fall Semester Total		25,417	677	\$2,094,910

Spring Semester

Full-time	\$85	15,465	4	\$1,314,154
9-12 credit hours	\$85	5,488	4	\$466,118
5-8 credit hours	\$85	1,072	150	\$78,333
0-4 credit hours	\$0	597	597	\$0
Spring Semester Total		22,621	755	\$1,858,605

Summer Semester

Full-time	\$57.00	2,310		\$131,670
9-12 credit hours	\$57.00	1,226		\$69,882
5-8 credit hours	\$57.00	1,761		\$100,377
0-4 credit hours	\$0	150		\$0
Summer Semester Total		5,447	0	\$301,929

Fiscal Year Total		53,485	1,432	\$4,255,444
--------------------------	--	---------------	--------------	--------------------

Fall 2023 through Summer 2024 Revenue Projections

Projection of Enrollment and Revenues	Proposed FY 2024 Fee Rate	Projected FY24 Student Count	Projected FY24 Fee Waivers	FY24 Revenue <u>without</u> rate change	FY24 Revenue <u>with</u> rate change	Incremental Revenue from Rate Change
---------------------------------------	---------------------------	------------------------------	----------------------------	---	--------------------------------------	--------------------------------------

Fall Semester

Full-time	\$85	17,550	6	\$1,491,194	\$1,491,194	\$0
9-12 credit hours	\$85	6,228	7	\$528,726	\$528,726	\$0
5-8 credit hours	\$85	1,216	91	\$95,599	\$95,599	\$0
0-4 credit hours	\$0	678	606	\$0	\$0	\$0
Fall Semester Total		25,671	711	\$2,115,519	\$2,115,519	\$0

Spring Semester

Full-time	\$85	15,619	4	\$1,327,282	\$1,327,282	\$0
9-12 credit hours	\$85	5,543	4	\$470,765	\$470,765	\$0
5-8 credit hours	\$85	1,082	182	\$76,566	\$76,566	\$0
0-4 credit hours	\$0	603	603	\$0	\$0	\$0
Spring Semester Total		22,847	793	\$1,874,614	\$1,874,614	\$0

Summer Semester

Full-time	\$57.00	2,333		\$132,987	\$132,987	\$0
9-12 credit hours	\$57.00	1,238		\$70,581	\$70,581	\$0
5-8 credit hours	\$57.00	1,779		\$101,381	\$101,381	\$0
0-4 credit hours	\$0	152		\$0	\$0	\$0
Summer Semester Total		5,501	0	\$304,948	\$304,948	\$0

Fiscal Year Total		54,020	1,504	\$4,295,081	\$4,295,081	\$0
--------------------------	--	---------------	--------------	--------------------	--------------------	------------

Information Item: Waiver Impact

FY23 Lost Revenue from Waivers	FY24 Lost Revenue from Waivers (before rate change)	FY24 Lost Revenue from Waivers (with rate change)
--------------------------------	---	---

\$510	\$536	\$536
\$595	\$625	\$625
\$7,395	\$7,765	\$7,765
\$0	\$0	\$0
\$8,500	\$8,925	\$8,925

\$340	\$357	\$357
\$340	\$357	\$357
\$12,750	\$15,428	\$15,428
\$0	\$0	\$0
\$13,430	\$16,142	\$16,142

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

\$21,930	\$25,067	\$25,067
-----------------	-----------------	-----------------

Mandatory Fee Detail & Request Form
Fiscal Year 2024
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 2020 Actuals	FY 2021 Actuals	FY 2022 Actuals	FY 2023 Projected	FY24 Projection without rate change	FY24 Incremental requested fee change	FY24 Projection with rate change
REVENUE								
Student Fees								
	40xxxx							
	Mandatory Fee Revenue (net of waivers)		3,764,032	4,169,638	4,255,444	4,295,081	0	4,295,081
	Non-Mandatory Student Fees							0
Sales & Services								
	Sales & Services							0
	Fines							0
	Housing Rental Income							0
	Other Rental Income							0
	Advertising Revenue							0
	Commissions - Outsourced Operations							0
	Food Services Sales							0
	Athletic Camps, Conference, Programs							0
	Royalties/License Revenue							0
	Other Sales							0
	Health Services							0
	Other Sales & Services							0
Miscellaneous Revenues								
	Other Miscellaneous Revenues							0
	Gifts							0
	Other Income		6,401	-36,836				0
	4xxxx not otherwise listed							0
	Total Revenue	\$0	\$3,770,432	\$4,132,803	\$4,255,444	\$4,295,081	\$0	\$4,295,081
EXPENDITURES								
Personal Services								
	Salaries - Faculty/Staff							0
	Salaries - Students							0
	Salaries - Casual Labor							0
	Fringe Benefits							0
	Allocated Personal Services							0
Travel								
	Travel - Employee							0
	Travel - Non-Employee							0
	Allocated Travel							0
Operating Supplies and Expenses								
	Purchases for Resale/Cost of Goods Sold							0
	Motor Vehicle Expense							0
	Supplies & Materials							0
	Repairs and Maintenance							0
	Repair & Rehabilitation Reserve Contribution		87,626	87,626	271,600	271,600		271,600
	Utilities							0
	Rental Payments (Non-Real Estate)							0
	Insurance							0
	Software							0
	Publications and Printing							0
	Equipment (Small Value)							0
	Real Estate/Authority Lease Rental							0
	Per Diems & Fees							0
	Contracted Services							0
	Telecommunications							0
	Scholarships							0
	Other Grant Expense							0
	Stipends							0
	Other Operating Expenses							0
	Allocated Operating Expenses							0
Equipment/Capital Outlay								
	Lease/Purchase - Principal		49,232	285,882	60,168	61,271		61,271
	Lease/Purchase - Interest		766,082	575,054	2,868,008	3,494,951		3,494,951
	Motor Vehicle Purchase							0
	Equipment Purchase							0
	Land and Land Improvements							0
	Building and Facilities Renovation & Improvement							0
	Other Capital							0
	8xxxx not otherwise listed							0
	Total Expenditures	\$0	\$902,939	\$948,561	\$3,199,776	\$3,827,822	\$0	\$3,827,822
	Beginning Net Assets and Reserves (July 1)			0	2,867,493	6,051,735	7,107,403	7,107,403
	Surplus/(Deficit) from above schedule		0	2,867,493	3,184,241	1,055,668	467,259	467,259
	Transfer (to) or from other sources							0
	Final Net Assets and Reserves (June 30)	\$0	\$2,867,493	\$6,051,735	\$7,107,403	\$7,574,662	\$0	\$7,574,662
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	6,051,735	7,107,403	7,107,403
	Capital Liability Reserve Fund	329600						
	Other Unrestricted Net Assets (including encumbrance reserve)	3xxxx not otherwise listed		2,867,493	3,184,241	1,055,668	467,259	467,259
	Total Net Assets and Reserves	\$0	\$2,867,493	\$6,051,735	\$7,107,403	\$7,574,662	\$0	\$7,574,662