Questions?
Status check-in

• What does your unit need from the Budget Office to support your submission at this point in time?

• What tools or approaches are you using to develop internal (departmental/division) budgets that support the new framework that you might be willing to share with the group?
FY25 Budget Planning Process Key Dates

• Next Budget Office Open Forum: Tuesday, May 21st, 1-2pm

  (Tentative) FY25 Budget Submission Work Session #4

Next Steps?

POLL: Future Topics
1. ZipLoans
2. Budgeting 101-Best Practices

Submit questions and topics in advance to acbudget@uci.edu

• Unit meetings with Provost & Budget Office: through late-June.

• Hold your payroll funding updates for faculty merit/promotion effective 7/1/24 until the second week of July? Are you aware of any impacts to your processes by doing this?
FY25 Budget Planning Process

• As time allows, expect to schedule a meeting with your assigned Budget Office staff to review your unit’s submission at least a week before your scheduled Provost meeting.

• After your unit’s Provost meeting, your submitted template may be returned for revisions. Be prepared to address and return updates to the Budget Office within a couple weeks. Timing may dictate.

• It’s possible one or more meetings may be needed to address any questions, issues or concerns from the Provost meeting.
Notable Comments

• Expect questions about your unit’s Budget Stability Plan progress. Submitted in October 10/2022
  • Tracking to commitments your unit made through FY27
  • Has the perm deficit (if any) been covered? Progress?

• Expect a focus on your unit’s Core FTE (all types)
  • Is it growing despite commitments from your Budget Stability Plan commitment? Is there a well-defined reason to support that growth?

• Salary-related items
  ▪ To reduce expenses, units can move positions to non-core funds and hold positions open until new resources are available. Have you applied a vacancy factor? Chosen not to backfill open position.

• Benefits can be projected using effective rate or detail using CBR rates
  o CBR rates for Staff are decreasing (both Exempt and Non-Exempt). If effective rates seem too high or too low, please adjust. Also adjust for any positions moved to non-core.
## Multi-Year Budget Planning Template – Updates to MYP Tab

**PLEASE NOTE CORRECTIONS IN COLUMNS R & S AND PURPLE CELLS IN COLUMN N:** Formula changed to reference Column M (Unit Forecast) instead of Column L (Budget Office Forecast).

### Notes from units

- **From UCPATH tab:** Moved some positions to nonecore funding; used
- **From UCPATH tab:** Moved some positions to nonecore funding; used
- **Discounted FY25 by 1.2% because some benefits were moved to Discounted FY25 by 1.2% because some benefits were moved to
- **Effective Benefit rate (Calc):**
  - 30.90%
  - 30.44%
  - 30.80%
  - 31.23%
  - 31.1%
  - 7.8%
  - 1.6%
  - 1.2%
  - 1.2%

- **Other Oper. Exp:**
  - GENX - GENERAL EXPENSES
  - SVFL - SUPPLIES AND MATERIALS
  - STAD - STUDENT AID
  - EQP - EQUIPMENT
  - TRVL - TRAVEL
  - PUBS - PUBLICATIONS
  - INOC - OVERHEAD - INDIRECT COSTS
  - UNAL - UNALLOCATED BUDGET
  - DEFT - DEFAULT - CONVERSION

- **Total Uses:**
  - Surplus by FY27

- **MYP Sample Template_Academic_20240417.xlsx**

---

**INSTRUCTIONS:** Manually update amounts in yellow below.

- **Projection:**
  - Unit Forecast
  - FY24
  - FY25
  - FY26
  - FY27

- **Budget Plan:**
  - FY24
  - FY25
  - FY26

- **% Change:**
  - FY23 to FY22
  - Unit Forecast FY24
  - FY25
  - FY26

**Budget Fund Category:**

<table>
<thead>
<tr>
<th>Budget Fund Category</th>
<th>Source v Use</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>S&amp;U Group</td>
</tr>
<tr>
<td></td>
<td>Allocation Group</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Budget/Grant Code</th>
<th>(Non-Core/Source)</th>
</tr>
</thead>
</table>

### Total Budget

- **Total Sources:**
  - 71,009,248
  - 72,293,871
  - 72,293,781
  - 74,329,859

- **Total Uses:**
  - 69,054,728
  - 71,932,575
  - 70,377,059
  - 70,456,972

**Effective Benefit rate (Calc):**

- 30.90%
  - 30.44%
  - 30.80%
  - 31.23%
  - 31.1%
  - 7.8%
  - 1.6%
  - 1.2%
  - 1.2%

### Surplus/Deficit

- **Surplus**
  - FY27
  - 4,062,022
  - 6,756,541
  - 4,335,704
  - 2,324,803

- **Deficit**
  - FY27
  - (325,480)
  - (1,100,837)
  - (420,800)
  - (1,590,509)

- **Surplus by FY27**
  - 4,062,022
  - 6,756,541
  - 4,335,704
  - 2,324,803

---

UCI Division of Finance and Administration | With U • For U
### Multi-Year Budget Planning Template – Updates to MYP Tab

**GIFTS AND ENDOWMENT INCOME**

<table>
<thead>
<tr>
<th>Sources</th>
<th>FY24</th>
<th>FY25</th>
<th>FY26</th>
<th>FY27</th>
</tr>
</thead>
<tbody>
<tr>
<td>Income</td>
<td>2,690,000</td>
<td>2,190,000</td>
<td>2,205,000</td>
<td>2,315,250</td>
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<tr>
<td>Uses</td>
<td>2,300,000</td>
<td>2,415,000</td>
<td>2,635,750</td>
<td>2,315,250</td>
</tr>
<tr>
<td>Net Surplus/Deficit</td>
<td>-300,000</td>
<td>-315,000</td>
<td>-335,750</td>
<td>-133,850</td>
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<tr>
<td>Prior Yr. Carryforward</td>
<td>2,309,443</td>
<td>2,699,443</td>
<td>1,774,443</td>
<td>1,443,693</td>
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<tr>
<td>Ending Balance</td>
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<td>1,774,443</td>
<td>1,443,693</td>
<td>1,443,693</td>
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</tbody>
</table>

**GRANTS AND CONTRACTS**

<table>
<thead>
<tr>
<th>Sources (Current Year Activity only (Exclude CB period))</th>
<th>FY24</th>
<th>FY25</th>
<th>FY26</th>
<th>FY27</th>
</tr>
</thead>
<tbody>
<tr>
<td>Income</td>
<td>10,690,000</td>
<td>10,590,000</td>
<td>11,625,000</td>
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<tr>
<td>Uses</td>
<td>7,790,000</td>
<td>8,085,000</td>
<td>8,489,250</td>
<td>8,913,713</td>
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<tr>
<td>Indirect</td>
<td>2,300,000</td>
<td>2,415,000</td>
<td>2,635,750</td>
<td>2,662,538</td>
</tr>
<tr>
<td>Net Surplus/Deficit</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>(6)</td>
</tr>
<tr>
<td>Prior Yr. Carryforward</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Ending Balance</td>
<td>-</td>
<td>-</td>
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</table>

**NON CURRENT FUNDS**

<table>
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<tr>
<th>Sources</th>
<th>FY24</th>
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<th>FY26</th>
<th>FY27</th>
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</thead>
<tbody>
<tr>
<td>Income</td>
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<td>38,797</td>
<td>38,797</td>
<td>38,797</td>
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<tr>
<td>Uses</td>
<td>38,797</td>
<td>38,797</td>
<td>38,797</td>
<td>38,797</td>
</tr>
<tr>
<td>Net Surplus/Deficit</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Prior Yr. Carryforward</td>
<td>95,845</td>
<td>95,845</td>
<td>95,845</td>
<td>95,845</td>
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<tr>
<td>Ending Balance</td>
<td>95,845</td>
<td>95,845</td>
<td>95,845</td>
<td>95,845</td>
</tr>
</tbody>
</table>
**Multi-Year Budget Planning Template – Updates to MYP Tab**

### Ending Balance

<table>
<thead>
<tr>
<th></th>
<th>FY24</th>
<th>FY25</th>
<th>FY26</th>
<th>FY27</th>
</tr>
</thead>
<tbody>
<tr>
<td>Non-Core Net Surplus/Deficit</td>
<td>$(566,126)</td>
<td>$(675,931)</td>
<td>$(689,661)</td>
<td>$(50,000)</td>
</tr>
<tr>
<td>Non-Core Prior Yr. CarryForward</td>
<td>8,037,227</td>
<td>7,181,102</td>
<td>5,607,171</td>
<td>5,817,490</td>
</tr>
<tr>
<td>Non-Core Ending Balance</td>
<td>7,181,102</td>
<td>6,507,171</td>
<td>5,817,490</td>
<td>5,867,489</td>
</tr>
</tbody>
</table>

### Total Unit Net Surplus/(Deficit)

<table>
<thead>
<tr>
<th></th>
<th>FY24</th>
<th>FY25</th>
<th>FY26</th>
<th>FY27</th>
</tr>
</thead>
<tbody>
<tr>
<td>Non-Core Net Surplus/Deficit</td>
<td>$(1,181,605)</td>
<td>$(1,774,769)</td>
<td>$(1,110,482)</td>
<td>1,840,509</td>
</tr>
<tr>
<td>Non-Core Prior Yr. CarryForward</td>
<td>11,837,643</td>
<td>10,162,875</td>
<td>9,052,393</td>
<td>10,692,902</td>
</tr>
<tr>
<td>Total Unit Ending Balance*</td>
<td>11,837,643</td>
<td>11,162,875</td>
<td>9,052,393</td>
<td>10,692,902</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>FY24</th>
<th>FY25</th>
<th>FY26</th>
<th>FY27</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Sources</td>
<td>88,546,045</td>
<td>90,349,658</td>
<td>91,027,578</td>
<td>83,807,356</td>
</tr>
<tr>
<td>Total Uses</td>
<td>89,727,551</td>
<td>92,115,438</td>
<td>92,138,080</td>
<td>52,185,847</td>
</tr>
<tr>
<td>Net Surplus/(Deficit)</td>
<td>88,546,045</td>
<td>90,349,658</td>
<td>91,027,578</td>
<td>83,807,356</td>
</tr>
</tbody>
</table>

---

**FTE Summary: CORE ONLY**

<table>
<thead>
<tr>
<th></th>
<th>FY25</th>
<th>FY26</th>
<th>FY27</th>
<th>FY25</th>
<th>FY26</th>
<th>FY27</th>
</tr>
</thead>
<tbody>
<tr>
<td>Filled / Funded Open Faculty FTE</td>
<td>197.00</td>
<td>187.15</td>
<td>180.77</td>
<td>4.0%</td>
<td>6.2%</td>
<td>-5.0%</td>
</tr>
<tr>
<td>Filled / Projected Instruction FTE</td>
<td>30.37</td>
<td>28.85</td>
<td>27.41</td>
<td>-9.7%</td>
<td>-1.7%</td>
<td>-5.0%</td>
</tr>
<tr>
<td>Filled / Projected Other Academic FTE</td>
<td>14.57</td>
<td>13.04</td>
<td>13.15</td>
<td>-23.5%</td>
<td>0.0%</td>
<td>-5.0%</td>
</tr>
<tr>
<td>Filled / Projected Student Academic FTE</td>
<td>142.92</td>
<td>135.78</td>
<td>128.69</td>
<td>-5.4%</td>
<td>-12.0%</td>
<td>-5.0%</td>
</tr>
<tr>
<td>Faculty FTE</td>
<td>384.86</td>
<td>386.82</td>
<td>350.32</td>
<td>-2.1%</td>
<td>-2.2%</td>
<td>-5.0%</td>
</tr>
</tbody>
</table>

**non-core Net Surplus(Deficit)**

<table>
<thead>
<tr>
<th></th>
<th>FY24</th>
<th>FY25</th>
<th>FY26</th>
<th>FY27</th>
</tr>
</thead>
<tbody>
<tr>
<td>Filled / Projected Career Management FTE</td>
<td>9.12</td>
<td>8.05</td>
<td>8.23</td>
<td>8.0%</td>
</tr>
<tr>
<td>Filled / Projected Professional Support FTE</td>
<td>70.09</td>
<td>68.58</td>
<td>63.25</td>
<td>4.2%</td>
</tr>
<tr>
<td>Filled / Projected Contract/Limited FTE</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-93.0%</td>
</tr>
<tr>
<td>Filled / Projected Student Staff FTE</td>
<td>8.36</td>
<td>7.94</td>
<td>7.54</td>
<td>13.7%</td>
</tr>
<tr>
<td>Staff FTE</td>
<td>87.56</td>
<td>83.19</td>
<td>78.03</td>
<td>4.8%</td>
</tr>
<tr>
<td>Total FTE</td>
<td>472.43</td>
<td>448.81</td>
<td>429.34</td>
<td>-9.9%</td>
</tr>
</tbody>
</table>

---

**Surplus by FY27**

- **Reserves remaining**
- **Added this section**

---

**Added this section**

---

**UCI Division of Finance and Administration | With U • For U**
Faculty Recruiting Plan Template-Reminders

• As identified in the unit Financial Stability Plan, continue to work with the Academic Resources team to remove positions that are no longer funded.

• Remember to identify faculty recruitment requests as Newly Proposed, New-previously committed, Turnover, Continuing-New, or Continuing-Turnover.

• List of faculty positions you are requesting to recruit next year should include positions being actively recruited this year and if unsuccessful, the department expects to launch a new search. Failed recruitments in this cycle (no matter how late) are not automatically allowed to re-launch next year.

• Questions?

• Reminder: You may submit a separate narrative related to faculty recruiting (not required).