



Fiscal Impact Statement

TO: The Board of Trustees
FROM: Office of the Chief Financial Officer *Donald L. Rickford*
DATE: May 7, 2014
SUBJECT: FY 2014 \$4.3 Million Budget Reprogram (Fund Swap)

The proposed resolution is to reprogram \$4.3M of FY 2014 UDC budget to reflect the reduction of estimated tuition revenue that was budgeted in anticipation of the Board of Trustees approval of tuition and fee increases and projected enrollment increases, neither of which was realized.

While the funds are available, the \$4.3M currently comprises of post-secondary and local funds. In essence, this will create a need to complete a fund swap enabling the University to submit a budget reduction package to address the over-estimated tuition revenue of \$4.3M.

This reprogramming consists of reductions of:

- \$1,809,376 in PS (Vacancy savings)
- \$1,898,709 in NPS, and
- \$591,915 in NPS from the contingency reserve

Risks Mitigation

Execution of this budget reprogramming will ensure that the University's FY 2014 budget is consistent with the revised tuition revenue projections, thereby avoiding a potential deficit.

REQUESTING OFFICE
Please fill in all blanks below.



06-May-14

Fy2014

UNIVERSITY-WIDE

Budget Adjustments

Adjustment to Universitywide Budget Reduction in NPS due to Tuition Shortfall. All in Tuition Fund

Banner Fund Type: 101105

Index#	90000
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\$ 4,484,733.84

Index/Org	Description	Banner Account Code (5 digit)	AMOUNT
90000	SUBSIDIES & TRANSFERS	72500	\$ 2,242,366.92
			\$ 2,242,366.92

Move To:

Index/Org	Description	Banner Account Code (5 digit)	AMOUNT
90000	REG PAY	60300	\$ 1,090,459.24
90000	REG PAY OTHER	60500	\$ 1,150,966.70
90000	ADDITIONAL GROSS PAY	60700	\$ 940.98
			\$ 2,242,366.92

Authorization Signatures: These signatures are required to process your request.

Requestor / Title

Date _____

Approved by: Division Manager

Received by: Financial Manager

Date _____

Date _____

UDC Budget Office Use Only

Receiving Office

Budget Officer Approval:

Signature

Date _____

Date Entered:

University of the District of Columbia
REPROGRAMMING REQUEST FORM



REQUESTING OFFICE
Please fill in all blanks below.

Today's Date:

Fiscal Year:

Department Name:

Requestor:

Reason for Reprogram

PLEASE DO NOT CROSS FUND TYPES

Banner Fund Type: Index#

Move From:

Index/Org	Description	Banner Account Code (5 digit)	AMOUNT
9000C	SUBSIDIES & TRANSFERS	72500	\$ 791,244.00
			\$ 791,244.00

Move To:

Index/Org	Description	Banner Account Code (5 digit)	AMOUNT
9000C	REGULAR PAY OTHER	60500	\$ 791,244.00
			\$ 791,244.00

Authorization Signatures: These signatures are required to process your request.

Requestor / Title _____

Date _____

Approved by: Division Manager _____

B. Mame
Received by: Financial Manager _____

Date
5/7/14
Date

UDC Budget Office Use Only

Receiving Office

Budget Officer Approval:

[Signature] *5/7/14* Date Entered:

University of the District of Columbia
REPROGRAMMING REQUEST FORM



REQUESTING OFFICE Please fill in all blanks below.	
Today's Date:	06-May-14
Fiscal Year:	2014
Department Name:	University-Wide
Requestor:	Budget Adjustments
Reason for Reprogram	Adjusted University-wide Budget Reduction in PS/NPS due to Tuition Shortfall - All Tuition
PLEASE DO NOT CROSS FUND TYPES	
Banner Fund Type:	103115
Index#	Various

Move From:

Index/Org	Description	Banner Account Code (5 digit)	AMOUNT
84000/8400	REGULAR PAY CONT FULL TIME	60300	\$ 100,701.74
C420D/C420	REGULAR PAY OTHER	60500	\$ 271,106.69
C421D/C421	REGULAR PAY OTHER	60500	\$ 251,850.00
C423D/C423	REGULAR PAY OTHER	60500	\$ 167,585.57
C425D/C425	REGULAR PAY OTHER	60500	\$ 37,500.00
C423D/C423D	REGULAR PAY OTHER	60500	\$ 48,354.18
C425D/C425D	REGULAR PAY OTHER	60500	\$ 46,285.82
8100C/8100	REGULAR PAY	60300	\$ 210,959.89
8200C/8200	REGULAR PAY	60300	\$ 690,542.26
8200C/8200	REGULAR PAY OTHER	60500	\$ 21,256.22
84000/8400	REGULAR PAY	60300	\$ 88,255.35
20200/2010	REGULAR PAY OTHER	60500	\$ 933,731.69
20220/2010	REGULAR PAY OTHER	60500	\$ 217,235.01
20200/2010	ADDITIONAL GROSS PAY	60700	\$ 4,190.16
C423D/C423D	REGULAR PAY OTHER	60500	\$ 76,196.34
			\$ 3,165,750.92

NOTES

Move To:

Index/Org	Description	Banner Account Code (5 digit)	AMOUNT
9000D/9000	SUBSIDIES & TRANSFERS	72500	\$ 3,165,750.92
			\$ 3,165,750.92

NOTES

Authorization Signatures: These signatures are required to process your request.

Requestor / Title	Date
Approved by: Division Manager	Date
<i>R. Magne</i>	5/7/14
Received by: Budget Analyst	Date
UDC Budget Office Use Only	
Budget Director Approval:	Receiving Office
<i>[Signature]</i>	5/7/14 Date Entered: