

A stone wall sign for the University of California, Irvine. The sign is made of light-colored stone blocks and features the university's name in large, dark, serif letters. To the left of the name is a circular seal of the University of California. The sign is set against a background of green trees and a clear blue sky. In the foreground, there is a field of tall, green grasses.

University of California, Irvine

FY25 Budget Office Open Forum 5/7/2024

FY25 Budget Submission Work Session #3

Budget Submission Recap

Provost Meeting Preparation

UCI Division of Finance and Administration | With U • For U

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
 - 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

 [MYP Sample Template Academic 20240417.xlsx](#)

					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).								
					INSTRUCTIONS: Manually update amounts in yellow below.								
					94.00%								
Budget Fund Cat 0	Source v Use	S&U Group	Allocation Group	Budget/Consol_Cd (Non-Core: Sources / Uses)	Projection Unit Forecast FY24	Budget Plan FY25	Projection FY26	Projection FY27	Δ % % Chg fr FY22 to FY23	Δ % % Chg fr FY23 to Unit Forecast FY24	Δ % % Chg fr Unit Forecast FY24 to FY25	Δ % % Chg fr FY25 to FY26	Δ % % Chg fr FY26 to FY27
				Total	-	72,203,871	72,260,781	74,329,059	--	--	--	0.1%	2.9%
				Total Sources	71,009,248	72,203,871	72,260,781	74,329,059	5.1%	1.9%	1.7%	0.1%	2.9%
Uses	Salaries & Benefits	SWG0 - SALARIES & WAGES ACADEMIC			44,900,000	45,654,688	45,106,832	45,081,295	5.1%	3.1%	1.7%	-1.2%	-0.1%
		SWG1 - SALARIES & WAGES STAFF			6,700,000	6,916,842	6,833,840	6,751,834	14.4%	0.1%	3.2%	-1.2%	-1.2%
		SWG2 - SALARIES & WAGES GENERAL ASSISTANT			1,150,000	1,864,017	1,841,649	1,819,549	29.0%	1.3%	62.1%	-1.2%	-1.2%
		BENF - BENEFITS			16,344,728	16,597,128	16,594,738	16,753,393	3.4%	10.5%	1.5%	0.0%	1.0%
		Total			69,094,728	71,032,675	70,377,059	70,406,072	5.9%	4.4%	2.8%	-0.9%	0.0%
		Effective Benefit rate (Calc)			30.99%	30.49%	30.86%	31.23%	-3.1%	7.6%	-1.6%	1.2%	1.2%
				Total	-	-	-	-	--	--	--	--	--
	Other Oper. Exp	GENX - GENERAL EXPENSES			1,200,000	1,217,160	1,234,565	1,247,220	11.4%	7.5%	1.4%	1.4%	1.0%
		SUPL - SUPPLIES AND MATERIALS			260,000	263,718	267,489	271,314	-28.3%	-30.6%	1.4%	1.4%	1.4%
		STAD - STUDENT AID			210,000	213,003	216,049	219,138	-3.9%	1.5%	1.4%	1.4%	1.4%
		EQIP - EQUIPMENT			20,000	20,286	20,576	20,870	-365.5%	-75.2%	1.4%	1.4%	1.4%
		TRVL - TRAVEL			550,000	557,865	565,842	573,934	178.2%	4.0%	1.4%	1.4%	1.4%
		SUBA - SUB AWARDS			-	-	-	-	--	--	--	--	--
		INDC - OVERHEAD - INDIRECT COSTS			-	-	-	-	--	--	--	--	--
		UNAL - UNALLOCATED BUDGET			-	-	-	-	--	--	--	--	--
		DEFT - DEFAULT - CONVERSION			-	-	-	-	--	--	--	--	--
		Total			2,240,000	2,272,032	2,304,522	2,332,477	21.5%	-2.9%	1.4%	1.4%	1.2%
	Total Uses				71,334,729	73,304,708	72,681,581	72,738,549	6.4%	4.2%	2.8%	-0.9%	0.1%
	Net Surplus/(Deficit)				(325,480)	(1,100,837)	(420,800)	1,590,509	-37.5%	-127.5%	238.2%	-61.8%	-478.0%
	Previous Year Carryforward				5,082,022	4,756,541	3,655,704	3,234,903	94.8%	30.4%	-6.4%	-23.1%	-11.5%

Notes from units

From UCPATH tab; Moved some positions to noncore funding, use

From UCPATH tab; Moved some positions to noncore funding, use

From UCPATH tab; Moved some positions to noncore funding, use

Discounted FY25 by 1.2% because some benefits were moved to

Moved some to noncore

Curb supplies and equipment spending

Moved some to noncore

Curb supplies and equipment spending

Moved some to noncore

Surplus by FY27

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						94.00%								
Core v Non-Core	Budget Fund Cat 0	Source v Use	S&U Group	Allocation Group	Budget/Consol_Cd (Non-Core: Sources / Uses)	Projection	Budget Plan	Projection	Projection	Δ %	Δ %	Δ %	Δ %	Δ %
						Unit Forecast FY24	FY25	FY26	FY27	fr FY22 to FY23	fr FY23 to Unit Forecast FY24	fr Unit Forecast FY24 to FY25	fr FY25 to FY26	fr FY26 to FY27
GIFTS AND ENDOWMENT INCOME														
		Sources				2,000,000	2,100,000	2,205,000	2,315,250	-5.8%	-24.1%	5.0%	5.0%	5.0%
		Uses				2,300,000	2,415,000	2,535,750	2,315,250	-1.8%	-18.8%	5.0%	5.0%	-8.7%
		Net Surplus/(Deficit)				(300,000)	(315,000)	(330,750)	-	133.8%	54.0%	5.0%	5.0%	-100.0%
		Prior Yr. Carryforward				2,389,443	2,089,443	1,774,443	1,443,693	-3.1%	-7.5%	-12.6%	-15.1%	-18.6%
		Ending Balance				2,089,443	1,774,443	1,443,693	1,443,693	-7.5%	-12.6%	-15.1%	-18.6%	0.0%
GRANTS AND CONTRACTS (Current Year Activity only (Exclude CB period))														
		Sources				10,000,000	10,500,000	11,025,000	11,576,250	102.0%	-26.2%	5.0%	5.0%	5.0%
		Direct				7,700,000	8,085,000	8,489,250	8,913,713	1.3%	17.2%	5.0%	5.0%	5.0%
		Indirect				2,300,000	2,415,000	2,535,750	2,662,538	9.8%	7.6%	5.0%	5.0%	5.0%
		Net Surplus/(Deficit)				-	-	-	(0)	-382.0%	-100.0%	--	--	--
		Prior Yr. Carryforward				-	-	-	-	--	--	--	--	--
		Ending Balance				-	-	-	(0)	-382.0%	-100.0%	--	--	--
NON CURRENT FUNDS														
		Sources				36,797	36,797	36,797	36,797	--	--	0.0%	0.0%	0.0%
		Uses				36,797	36,797	36,797	36,797	--	--	0.0%	0.0%	0.0%
		Net Surplus/(Deficit)				-	-	-	-	--	--	--	--	--
		Prior Yr. Carryforward				95,845	95,845	95,845	95,845	0.0%	0.0%	0.0%	0.0%	0.0%
		Ending Balance				95,845	95,845	95,845	95,845	0.0%	0.0%	0.0%	0.0%	0.0%

Notes from units

spending down CF here instead of Core for allowable items

funding more on grants instead of Core for allowable items

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Ending Balance	95,845	95,845	95,845	95,845	0.0%	0.0%	0.0%	0.0%	0.0%	
Non-Core Net Surplus/(Deficit)	(856,125)	(673,931)	(689,681)	50,000	-2103.4%	-111.0%	-21.3%	2.3%	-107.2%	Surplus by FY27
Non-Core Prior Yr. Carryforward	8,037,227	7,181,102	6,507,171	5,817,490	35.5%	58.4%	-10.7%	-9.4%	-10.6%	
Non-Core Ending Balance	7,181,102	6,507,171	5,817,490	5,867,489	284.3%	-44.3%	-9.4%	-10.6%	0.9%	Reserves remaining
Total Unit Net Surplus/(Deficit)	(1,181,605)	(1,774,769)	(1,110,482)	1,640,509	497.5%	-113.1%	50.2%	-37.4%	-247.7%	Surplus by FY27
Total Unit Ending Balance*	11,937,643	10,162,875	9,052,393	10,692,902	147.9%	-33.6%	-14.9%	-10.9%	18.1%	Reserves remaining
Total Sources	88,546,045	90,340,668	91,027,578	93,807,356	14.0%	-4.7%	2.0%	0.8%	3.1%	Added this section
Total Uses	89,727,651	92,115,436	92,138,060	92,166,847	4.9%	7.0%	2.7%	0.0%	0.0%	Added this section
Net Surplus/(Deficit)	(1,181,605)	(1,774,769)	(1,110,482)	1,640,509						Added this section

FTE Summary: CORE ONLY

	Budget Plan FY25	Projection FY26	Projection FY27	Δ % % Chg fr FY22 to FY23	Δ % % Chg fr FY23 to Unit Forecast FY24	Δ % % Chg fr Unit Forecast FY24 to FY25	Δ % % Chg fr FY25 to FY26	Δ % % Chg fr FY26 to FY27
Filled / Funded Open Faculty FTE	197.00	187.15	180.77	4.7%	6.2%	-5.0%	-5.0%	-3.4%
Filled / Projected Instruction FTE	30.37	28.85	27.41	-9.7%	-1.7%	-5.0%	-5.0%	-5.0%
Filled / Projected Other Academic FTE	14.57	13.84	13.15	-23.5%	0.8%	-5.0%	-5.0%	-5.0%
Filled / Projected Student Academic FTE	142.92	135.78	128.99	-5.4%	-12.0%	-5.0%	-5.0%	-5.0%
Faculty FTE	384.86	365.62	350.32	-2.1%	-2.2%	-5.0%	-5.0%	-4.2%
Filled / Projected Career Management FTE	9.12	8.66	8.23	8.6%	-11.1%	-5.0%	-5.0%	-5.0%
Filled / Projected Professional Support FTE	70.09	66.58	63.25	4.2%	0.7%	-5.0%	-5.0%	-5.0%
Filled / Projected Contract/Limited FTE	-	-	-	-50.0%	-100.0%	--	--	--
Filled / Projected Student Staff FTE	8.36	7.94	7.54	13.7%	-5.3%	-5.0%	-5.0%	-5.0%
Staff FTE	87.56	83.19	79.03	4.8%	-1.9%	-5.0%	-5.0%	-5.0%
Total FTE	472.43	448.81	429.34	-0.9%	-2.1%	-5.0%	-5.0%	-4.3%

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).*