

**LYNN GONZALEZ**  
**COMPOSITE**  
**EXHIBIT**





February 12, 2019

Mr. Don Rubottom  
Staff Director  
Public Integrity & Ethics Committee  
Florida House of Representatives

Dear Mr. Rubottom,

Thank you for allowing Ms. Lynn Gonzalez to be deposed in Orlando this Thursday. As you know, Ms. Gonzalez accepted electronic service of the Subpoena for Deposition and is willing to testify. She also cooperated with the University of Central Florida Board of Trustees' investigation by submitting to an interview on October 4, 2018. After spending time with Mr. Gonzalez, I am comfortable that she had no knowledge of wrongdoing in this matter. I did, however, think it would be helpful to disclose the responses she will provide to some of your anticipated questions.

She was employed at the University of Central Florida Provost's Office within the Academic Affairs division from March 1994 through March 2015, holding various positions of responsibility. Due to her husband's serious illness, she worked a part-time "flex schedule" from October 2014 to January 2015. She returned to full-time status in February 2015, but her position was eliminated in March 2015 as part of a reorganization, and she was offered a new position in the office of Finance and Accounting. In her new capacity, she no longer reported to the provost, nor attended "budget chat" meetings.

In January 2016 she had to significantly reduce her hours once again when her husband's health worsened. Because she was caring for her husband, she was allowed to exercise her rights under the Family Medical Leave Act from January 2016 until November 2016.

She never made decisions about capital projects or capital planning. Her primary responsibility was to advise the university provost on the separate, academic affairs budget.

She did not give Provost Tony Waldrop advice or guidance regarding capital projects including the renovation of Colbourn Hall.

She also did not give Provost Dale Whitaker advice or guidance regarding capital projects including the renovation of Colbourn Hall or the construction of Trevor Colbourn Hall.

She was aware that PECO funding was available for new construction and that E & G money could be used to pay for renovations. In the past, E & G funds were in the Provost's Office budget for minor renovations. She only became aware of the \$2M statutory cap on E & G funding for renovations in October 2018.

Ms. Gonzalez also wants to clarify a statement she made during the University of Central Florida Board of Trustees' investigation on October 4, 2018. The statement is found in the summary prepared by the investigators who interviewed her:

"[s]he doesn't see how Dale Whittaker couldn't have known what the source of funding. Hitt was stickler for details, she doesn't see how anyone would go into a meeting with him without knowing all the details."

Ms. Gonzalez did not volunteer this information. Instead, she was asked several times what she thought about Mr. Whittaker's and others' knowledge and involvement. She repeatedly told the investigators that she was uncomfortable speculating about Mr. Whittaker or anyone else. She also told investigators that their notes should qualify her statements as mere speculation.

Ms. Gonzalez was also asked whether she knew anything about capital planning rules and regulations. She responded that she knew nothing about capital planning rules and relied on those employees with expertise in the area. While the investigative summary and notes do state that she was only "focused" on the academic budget, it is not made clear that she had no knowledge about how capital projects were completed.

I hope you find this letter helpful and am available for any questions you or your staff may have before we meet this Thursday. Thanks and I look forward to meeting you.

Respectfully,

A handwritten signature in black ink, appearing to read "Dan Eckhart", with a long horizontal flourish extending to the right.

Dan Eckhart

**Mitz, Carine**

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**From:** Christina Tant  
**Sent:** Friday, February 15, 2013 4:51 PM  
**To:** Lynn Gonzalez; Vanessa Fortier; Tracy Clark; Sandra Martinez  
**Cc:** Tony Waldrop; William Merck  
**Subject:** RE: Carry Forward Report Submissions

I am going to go ahead and submit the information to Kristie Harris. Yesterday she mentioned this file is going to be discussed at next week's budget directors' meeting and further adjustments may be made as result of that discussion. I will keep you all posted on what is discussed.

Thanks,  
Christy

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**From:** Lynn Gonzalez  
**Sent:** Friday, February 15, 2013 3:24 PM  
**To:** Vanessa Fortier; Christina Tant; Tracy Clark; Sandra Martinez  
**Cc:** Tony Waldrop; William Merck  
**Subject:** RE: Carry Forward Report Submissions

No, we are still planning to cover from E&G as far as I am aware. We removed that for the purpose of this report simply to place more emphasis on the commitments directly related to faculty instructional and start-up costs.

Thx Vanessa. ...Lynn

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**From:** Vanessa Fortier  
**Sent:** Friday, February 15, 2013 12:46 PM  
**To:** Lynn Gonzalez; Christina Tant; Tracy Clark; Sandra Martinez  
**Cc:** Tony Waldrop; William Merck  
**Subject:** RE: Carry Forward Report Submissions

My only question relates to removal of the Colbourn renovations. Have we found a non-E&G source to fund those expenditures?

Vanessa

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**From:** Lynn Gonzalez  
**Sent:** Friday, February 15, 2013 11:36 AM  
**To:** Christina Tant; Tracy Clark; Vanessa Fortier; Sandra Martinez  
**Cc:** Tony Waldrop; William Merck  
**Subject:** RE: Carry Forward Report Submissions

Christy, as always, thank you very much for your suggestions and assistance.

Attached is the updated report with our additional suggested changes to the "Committed" items (highlighted in blue in Christy's revised column), as follows:

- 38) Reduced "Information Technology Issues" to reflect only the anticipated A&F commitments;
- 39) Reduced "Building Maintenance and Repairs" by \$8M for Colbourn renovations;

51-56) Reduced "Faculty Cost Requirements" to reflect only specifically designated allocations (in other words, removed 3-year college estimated commitments);

65) Added COS and ORC start-up commitments formerly reflected in the general "Faculty / Instructional Cost Requirements - Critical Hiring (Non recurring)" category;

89-90) Removed "Equipment Replacements" and "Public/Community Support" entries.

Tony and I discussed these changes yesterday and he is comfortable with this overall approach.

Please let me know if anyone has any other suggested changes or questions.

Thx again. ...Lynn

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**From:** Christina Tant  
**Sent:** Wednesday, February 13, 2013 8:49 PM  
**To:** Lynn Gonzalez; Tracy Clark; Vanessa Fortier  
**Cc:** Tony Waldrop; William Merck  
**Subject:** RE: Carry Forward Report Submissions

I adjusted some of the line items where we really stuck out and removed deferred maintenance all together. This leaves us with a negative \$39m – the adjusted (green) column is to the right of the original. I can put some amount back in for deferred maintenance if needed after Lynn's adjustments are made. Kristie Harris is going to be at the ICOFA meeting tomorrow so I can ask a questions and get insight on whether they intend to include the footnote explanations that we submitted.

Please let me know your thoughts.

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**From:** Lynn Gonzalez  
**Sent:** Wednesday, February 13, 2013 4:40 PM  
**To:** Tracy Clark; Vanessa Fortier  
**Cc:** Tony Waldrop; William Merck; Christina Tant  
**Subject:** RE: Carry Forward Report Submissions

I'm so glad the universities are working together to send a consistent and accurate message...

Yes, we have the breakdown by year for the info Academic Affairs provided specifically. In that regard, note that all the items we included in the "Restricted" section reflect strictly *current year* estimated expenses as reported by our units, so I would propose to leave those intact (particularly the faculty/instructional requirements section). On the other hand, the "Commitments" section reflects estimated expenses though 2015, so I can adjust those , but still propose that we leave some expenses in the "faculty" category.

Note that the larger reported expenditure figures are primarily in the facilities and maintenance categories, so the adjustments I will make alone are not going to bring us down close to \$0. I don't have specific information by year for those other categories, so hopefully Christy does and can propose some additional adjustments. ...Lynn

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**From:** Tracy Clark  
**Sent:** Wednesday, February 13, 2013 2:32 PM  
**To:** Vanessa Fortier  
**Cc:** Tracy Clark; Lynn Gonzalez; Tony Waldrop; William Merck; Christina Tant  
**Subject:** Re: Carry Forward Report Submissions

Christy's going to try to get to "by year" information, as best she can by Friday, since we're at ICOFA. She will get everyone's input once she starts to dig into it.

Sent from my iPad

On Feb 13, 2013, at 2:26 PM, "Vanessa Fortier" <[Vanessa.Fortier@ucf.edu](mailto:Vanessa.Fortier@ucf.edu)> wrote:

How will the commitments be reduced? Do we have figures by year so we can reduce the expenditures that are farthest out into the future? Or is there another way to reduce the figures?

Vanessa

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**From:** Tracy Clark  
**Sent:** Wednesday, February 13, 2013 2:22 PM  
**To:** Lynn Gonzalez; Tony Waldrop; Vanessa Fortier; William Merck  
**Cc:** Christina Tant  
**Subject:** Fwd: Carry Forward Report Submissions

See attached carry forward SUS compilation with commitments. I asked Kristie Harris if, since other schools only listed commitments to come to zero, should UCF consider updating our numbers accordingly, and she recommended yes - that UCF update their numbers (I'll forward that email under separate cover).

Do you all agree with me and Christy Tant updating our numbers so UCF doesn't stick out?

Sent from my iPad

Begin forwarded message:

**From:** "Harris, Kristie" <[Kristie.Harris@fbog.edu](mailto:Kristie.Harris@fbog.edu)>  
**Date:** February 13, 2013, 11:45:54 AM EST  
**To:** "Alexander, Bertha" <[Bertha@admin.usf.edu](mailto:Bertha@admin.usf.edu)>, "Arjune, Ricky" <[rarjune@unf.edu](mailto:rarjune@unf.edu)>, "Austin, Sheri" <[sheri@ufl.edu](mailto:sheri@ufl.edu)>, "Bradley, Dale" <[Dale.Bradley@fbog.edu](mailto:Dale.Bradley@fbog.edu)>, "Clark, Tracy" <[taclark@mail.ucf.edu](mailto:taclark@mail.ucf.edu)>, "Lake, Michael" <[MLake@admin.fsu.edu](mailto:MLake@admin.fsu.edu)>, "Lawhon, William" <[WLawhon@ncf.edu](mailto:WLawhon@ncf.edu)>, "Martindale, Katie" <[kmartindale@fsu.edu](mailto:kmartindale@fsu.edu)>, "Moneyham, Valerie" <[vmoneyha@uwf.edu](mailto:vmoneyha@uwf.edu)>, "Nabors, Jennifer" <[Jennifer.Nabors@fbog.edu](mailto:Jennifer.Nabors@fbog.edu)>, "Russell, Dorothy" <[druss@fau.edu](mailto:druss@fau.edu)>, "Shi, Jie" <[jshi@fau.edu](mailto:jshi@fau.edu)>, "Tant, Christina" <[Christy.Tant@ucf.edu](mailto:Christy.Tant@ucf.edu)>, "Vazquez, David" <[dvazquez@fgcu.edu](mailto:dvazquez@fgcu.edu)>, <[ronica.mathis@fam.u.edu](mailto:ronica.mathis@fam.u.edu)>  
**Subject:** Carry Forward Report Submissions

FYI - Just wanted to share the compiled reports submitted by all of you from the carry forward data request. By chance if changes are needed, please let me know immediately. Thanks again!

**Kristie L. Harris**  
**Budget Director**

State University System of Florida  
Board of Governors  
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**University Central Reserves Composition**

6/10/2013 DRAFT

	A	B	C	D	E	F
<b>Recurring Education and General (E&amp;G) Funds</b>						
2010-11 3% Holdback		2013-14 Beginning Recurring Budget	Anticipated Allocations	New Allocations	2013-14 Available Recurring Budget	2013-14 Unearmarked Funds
2012-13 Tuition rate increase funds, excluding 30% DT		\$ 7,100,000			\$ 7,100,000	\$ 7,100,000
2013-14 Tuition rate increase funds, excluding 30% DT		12,654,792			12,654,792	12,654,792
Recurring reduction to units (for strategic initiatives)		1,600,553		(1,876,120)	1,600,553	1,600,553
2013-14 Enrollment growth funds		5,000,000			3,123,880	3,123,880
Earmarked funds to improve faculty to student ratio		3,728,433	(1,518,400)		2,210,033	
Undesignated university central reserve		17,043,990	(2,841,631) <sup>3</sup>		14,202,359	
		47,127,768	(4,360,031)	(1,876,120)	40,891,617	24,479,225
Recurring Institutional Investments Reserve		2,158,369	(2,158,369) <sup>3</sup>			
<b>Total University Central Recurring Reserve</b>		<b>\$ 49,286,137</b>	<b>\$ (6,518,400)</b>	<b>\$ (1,876,120)</b>	<b>\$ 40,891,617</b>	<b>\$ 24,479,225</b>

<sup>1</sup> Excludes \$1.4 million of 2013-14 tuition budget held in reserve, net of \$3.0 million waivers held in reserve.

<sup>2</sup> Assumes 2012-13 \$2,523,416 non-recurring enrollment shortfall contribution from divisions is non-recurring.

<sup>3</sup> \$5.0 million combined total for planned allocations (phase from non-recurring to recurring funds).

	B	C	D	E	F	
<b>Non-recurring Carry Forward and Non-E&amp;G Funds</b>						
2012-13 Projected university central carry forward reserve		2013-14 Beginning Non-recurring Budget	Anticipated Allocations	New Allocations	2013-14 Available Non-recurring Budget	2013-14 Unearmarked Funds
2012-13 University central non-E&G reserve		\$ 20,271,567	\$ (22,000,000)	\$ (12,000,000) <sup>5</sup>	\$ (13,728,433)	\$ (13,728,433)
Earmarked carry forward funds to improve faculty to student ratio		7,150,000	(500,000)		6,650,000	
		3,728,433	(780,120)		2,948,313	
<b>Total University Central Non-recurring Reserve</b>		<b>\$ 31,150,000</b>	<b>\$ (23,280,120)</b>	<b>\$ (12,000,000)</b>	<b>\$ (4,130,120)</b>	<b>\$ (13,728,433)</b>

<sup>4</sup> Includes \$4.0 million Estimated 2012-13 Excess Collections.

<sup>5</sup> Includes \$7.5 million to support research and \$8 million for Colburn Hall. Does not include:

- Financial aid to replace decrease in Bright Futures
- Academic Advising (recurring)
- OPS healthcare costs in excess of state funding

**Academic Affairs Reserves Composition**

	2013-14 Beginning Non-recurring Budget	Anticipated Allocations	Other Adjustments	2013-14 Available Non-recurring Budget	2013-14 Unearmarked Funds
<b>Non-recurring Carry Forward and Non-E&amp;G Funds</b>					
2012-13 Academic Affairs auxiliary reserve	\$ 3,000,000	\$ (2,300,000) <sup>1</sup>		700,000	700,000
2012-13 Academic Affairs carry forward reserve	4,666,731	\$ (2,451,909)		2,214,822	2,214,822
2012-13 President's carry forward reserve	800,000			800,000	
2011-12 PO&M utilities funding balance	1,796,417			1,796,417	1,796,417
<b>Total University Central Non-recurring Reserve</b>	<b>\$ 10,263,148</b>	<b>\$ (4,751,909)</b>	<b>\$ -</b>	<b>\$ 5,511,239</b>	<b>\$ 4,711,239</b>

<sup>1</sup> \$300K consultant fees; BSC and BSBS commitments (\$700K recurring over 2-year period + \$600K non-recurring funds).

<sup>2</sup> Includes savings from new utilities state appropriation (TBAA).



# University of Central Florida

## 2013-14 E&G Budget, Summary of Allocations and Reserve

	Allocation Across Divisions and Medical School						Total			
	Recurring	Institutional Investments	Non-Recurring	Academic Affairs	Admin & Finance	President's Division		SMCA	University Relations	Medical School
<b>Proposed Allocations</b>										
<u>Allocation of SMCA funds, effective July 1, 2013</u>										
Refinement - unutilized equated liability	\$ 5,144,198	\$ -	\$ -	\$ 3,687,640	\$ 653,998	\$ 284,061	\$ 147,211	\$ 36,601	\$ 355,116	\$ 5,144,198
Health insurance premium increase (12 months)	2,993,961	-	-	2,187,107	460,397	84,481	120,854	8,867	132,435	2,993,961
Health insurance premium increase (May-June 2013)	-	-	476,921	361,185	60,068	14,088	20,109	1,461	-	476,921
Plant operation and maintenance for new space	65,503	-	-	-	65,503	-	-	-	-	65,503
Medical School - Year 6 phase in funds	774,417	-	-	-	-	-	-	-	774,417	774,417
Anti-hazing online education initiative	-	-	1,250,000	1,250,000	-	-	-	-	-	1,250,000
Urban teacher training initiative	-	-	200,000	200,000	-	-	-	-	-	200,000
	3,878,079	-	1,928,921	7,995,952	1,279,595	362,622	287,974	46,969	1,261,968	10,905,000
<u>University designated allocations, effective July 1, 2013</u>										
Recurring hold back from units to fund strategic initiatives	\$ (3,123,881)	\$ -	\$ -	\$ (2,180,294)	\$ (570,226)	\$ (100,747)	\$ (255,800)	\$ (16,714)	\$ -	\$ (3,123,881)
Projected increase in FIEA tuition	1,248,068	-	-	1,248,068	-	-	-	-	-	1,248,068
Projected increase in DPT tuition	189,755	-	-	189,755	-	-	-	-	-	189,755
Medical school increase in tuition	3,145,099	-	-	4,989	-	-	-	-	3,145,099	3,145,099
Annualized cost of 2012-13 faculty promotions	4,989	-	-	1,000,000	-	-	-	-	-	1,000,000
Matching funds for C&G proposals	1,000,000	-	-	-	1,000,000	-	-	-	-	1,000,000
Convocation Center rent	-	-	1,000,000	-	-	-	-	-	-	1,000,000
Environmental Health & Safety/Emergency Management	-	-	1,488,200	1,488,200	-	-	-	-	-	1,488,200
Development - Enhancement Plan (recurring)	-	-	1,200,000	-	1,488,200	-	-	-	-	1,488,200
Foundation support	-	-	300,000	-	-	1,200,000	-	-	-	1,200,000
New Chief Audit Executive	-	-	78,000	-	-	300,000	-	-	-	300,000
SMCA support	-	-	227,500	-	-	78,000	-	-	-	227,500
Legal - Contract Review Software	-	-	50,000	-	-	50,000	-	-	-	50,000
Legal Scholars/ BRAC	-	-	75,000	-	-	75,000	-	75,000	-	75,000
Development - Enhancement Plan	-	-	1,800,000	-	-	1,800,000	-	-	-	1,800,000
Smarttech (Year 2 of 5)	-	-	500,000	500,000	-	-	-	-	-	500,000
Conferences entrance fees	-	-	800,000	-	600,000	-	-	-	-	600,000
Resurface track	-	-	375,000	-	375,000	-	-	-	-	375,000
PBS Partnership	-	-	2,581,994	-	-	-	2,581,994	-	-	2,581,994
Reverse 2013-11 transfer	-	-	-	25,991	-	-	-	-	(25,991)	-
<b>Total allocations, effective July 1, 2013</b>	<b>\$ 5,667,941</b>	<b>\$ -</b>	<b>\$ 10,273,694</b>	<b>\$ 2,968,833</b>	<b>\$ 3,461,200</b>	<b>\$ 3,428,000</b>	<b>\$ 2,809,494</b>	<b>\$ 75,000</b>	<b>\$ 3,118,108</b>	<b>\$ 15,861,635</b>
<b>Permanent allocations to be recorded during the year</b>										
1% Merit increase	\$ 2,000,000	\$ -	\$ -	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000
Market adjustment for lower-paid employees (all divisions)	200,000	-	-	200,000	-	-	-	-	-	200,000
Faculty promotional increases	500,000	-	-	500,000	-	-	-	-	-	500,000
Instructor promotional increases	220,771	-	-	220,771	-	-	-	-	-	220,771
TIP, RIA, SeTL	500,000	-	-	500,000	-	-	-	-	-	500,000
Graduate health insurance	(300,000)	-	-	(300,000)	-	-	-	-	-	(300,000)
Financial Aid (funded by CPI tuition increase)	450,000	-	-	450,000	-	-	450,000	-	-	450,000
National Merit & Provost Scholars Program	-	-	-	-	-	-	1,500,000	-	-	1,500,000
Estimated EEG interest allocation	4,000,000	-	-	4,000,000	-	-	-	-	-	4,000,000
<b>Total to be allocated from recurring funds</b>	<b>\$ 7,570,771</b>	<b>\$ -</b>	<b>\$ 1,500,000</b>	<b>\$ 3,120,771</b>	<b>\$ 4,000,000</b>	<b>\$ 4,000,000</b>	<b>\$ 1,500,000</b>	<b>\$ -</b>	<b>\$ 1,500,000</b>	<b>\$ 9,070,771</b>
<b>Planned mid-year allocations from non-recurring funds</b>										
<u>Resourcing allocations from non-recurring funds</u>										
Undergraduate education pilot projects	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
Electronic journal subscription	-	-	105,000	105,000	-	-	-	-	-	105,000
Academic advising costs	-	-	150,000	150,000	-	-	-	-	-	150,000
POAM - FSEC	-	-	373,000	373,000	-	-	-	-	-	373,000
Health Sciences Campus chilled water expenses	-	-	2,500,000	2,500,000	-	-	-	-	-	2,500,000
Health Sciences Campus PO&M	-	-	252,836	252,836	-	-	-	-	-	252,836
Health Sciences Campus Boggy Creek assessment	-	-	40,000	40,000	-	-	-	-	-	40,000
Health Sciences Campus property taxes	-	-	3,000	3,000	-	-	-	-	-	3,000
E-Verify	-	-	12,375	12,375	-	-	-	-	-	12,375

# University of Central Florida

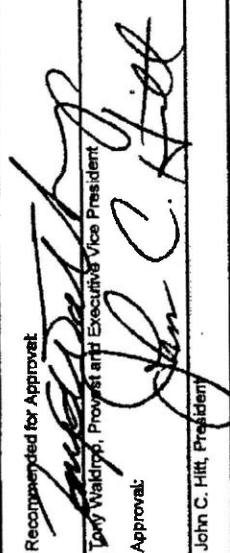
## 2013-14 E&G Budget, Summary of Allocations and Reserve

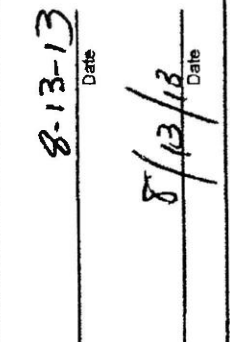
	Allocation Across Divisions and Medical Schools					Total			
	Recruiting	Institutional Investments	Non-Recruiting	Academic Affairs, Admin & Finance	President's Division		SMCA	University Relations	Medical School
Police - 6 new officers	-	-	480,000	-	-	-	-	-	480,000
Police - replacements/alert positions	-	-	245,000	-	-	-	-	-	245,000
Police - market adjustment	-	-	200,000	-	-	-	-	-	200,000
Hr position for Affordable Health Care Act	-	-	100,000	-	-	-	-	-	100,000
Salary/market adjustment	-	-	25,000	-	-	25,000	-	-	25,000
Affordable Healthcare Act - TO BE DETERMINED	-	-	-	-	-	-	-	-	-
Performance plan payments - estimate	-	-	264,000	-	40,500	-	-	-	264,000
Subtotal - recurring items	-	-	5,750,211	4,206,211	40,500	25,000	-	-	5,750,211
Non-recurring allocations from non-recurring funds:									
Research support	-	-	7,500,000	-	-	-	-	-	7,500,000
Regional campuses	-	-	1,500,000	-	-	-	-	-	1,500,000
Academic advising costs	-	-	500,000	-	-	-	-	-	500,000
Organizational structure review	-	-	350,000	350,000	-	-	-	-	350,000
Police - non-recurring equipment costs for new officers	-	-	120,000	-	-	-	-	-	120,000
Colburn Hall renovation	-	-	8,000,000	-	-	-	-	-	8,000,000
Gift fees - Health Sciences Buildings	-	-	200,000	-	200,000	-	-	-	200,000
Subtotal - non-recurring items	-	-	18,170,000	18,170,000	200,000	-	-	-	18,170,000
Total to be allocated from non-recurring funds	-	-	23,920,211	23,920,211	240,500	25,000	-	-	23,920,211

### Composition of Central Reserve

	2013-14	2013-14	2013-14	Non-recurring
	Reserve	Institutional Investments	Central Carryforward	
3% Hold back	\$ 7,100,000	-	-	-
2012-13 tuition rate increases (excluding 30% differential)	12,654,782	-	-	-
2013-14 Predicted tuition increase held in reserve	3,465,027	-	-	-
Recurring hold back from units to fund strategic initiatives	3,123,880	-	-	-
earmarked to address student to faculty ratio	2,210,033	-	-	2,848,313
Permanent allocations to be recorded during the year	7,570,771	1,500,000	-	-
Available recurring reserve	15,878,689	719,784	-	-
2013-14 Carry forward funds (Estimate)	52,126,381	2,219,784	-	11,109,841
Subtotal	(7,570,771)	(1,500,000)	-	14,058,154
Permanent allocations to be recorded during the year	44,555,620	719,784	-	-
Recurring reserves as of July 1, 2013 <sup>1</sup>	(15,979,821)	-	-	(7,943,280)
Non-recurring allocations to be recorded during the year	\$ 28,578,689	\$ 719,784	\$ -	\$ 8,114,864
Total reserves as of July 1, 2013 <sup>1</sup>				

<sup>1</sup> The university's 2013-14 statutory reserve requirement is approximately \$23.8 million. University central reserves shown above and divisional/unit reserves collectively satisfy this requirement.

Recommended for Approval:  Date: 8-13-13

Approved:  Date: 8/13/13

John C. Hitt, President

**From:** William Merck  
**Sent:** Tue 12/02/2014 4:15 PM (GMT-05:00)  
**To:** Tracy Clark  
**Cc:** Dale Whittaker  
**Bcc:**  
**Subject:** RE: Use of Carry-Forward Funds

Good detailed response. Bill

**From:** Tracy Clark  
**Sent:** Tuesday, December 02, 2014 3:33 PM  
**To:** David Noel; Lynn Gonzalez  
**Cc:** Deborah German; Steven Omli; William Merck  
**Subject:** RE: Use of Carry-Forward Funds

David,

I apologize. I did not realize you were waiting on an answer to this question. Lynn and I spoke to Steve a few weeks ago when he was on campus and gave him our opinion at that time, so I thought that was the end of it.

If I understand correctly you are looking to transfer \$ 3 million of E&G funds to the UCF Foundation to establish endowments whereby the earnings from the funds will be made available to key faculty members for their use in various COM endeavors.

Two "rules", if you will, make this not possible. The first is that BOG regulation 9.007(3)(a) limits the use of E&G funds for E&G operating activities only – namely instruction, research, public service, plant operations and maintenance, student services etc. I would not describe the establishment of an endowment as an operating activity, and thus not a proper use of E&G funds. Second the Auditor General has taken the position that there is no legal authority that allows the universities to transfer cash to a DSO, whether it's transferred as a loan or as a straight transfer of cash. This position was reiterated in a presentation by Jim Stultz, AG Audit Manager, to the SUS controllers in June 2014. This scenario seems like too big of a stretch from these rules for me to be comfortable with this plan.

Both the BOG regulation and selected page from the AG's presentation are attached for your reference. If you would like to discuss it further, please give me a call.

Tracy Clark, CPA  
Associate Vice President for Finance and Controller  
UCF Finance and Accounting  
12424 Research Parkway, Ste 300  
Orlando, Florida 32826  
Phone: 407-882-1006  
Fax: 407-882-1102  
[Tracy.Clark@ucf.edu](mailto:Tracy.Clark@ucf.edu)

**From:** David Noel  
**Sent:** Tuesday, December 02, 2014 11:25 AM

**To:** Lynn Gonzalez; Tracy Clark  
**Cc:** Deborah German; Steven Omli  
**Subject:** Use of Carry-Forward Funds

Dear Lynn and Tracy:

Can you please let me know when I can expect to receive your definitive response to our request to move \$3M in carry-forward funds to quasi-endowed funds. This movement will greatly assist our efforts to recruit and maintain key clinical faculty for the College of Medicine. If you are leaning toward denying this request, can you please also provide the rationale and the laws and or rules prohibiting this movement? We would like the opportunity to try to overcome whatever objections may exist.

Being able to quickly provide some endowments will be extremely beneficial to the College of Medicine now and into the future. This movement will also reduce our carry-forward fund total.

Many thanks for your attention to this detail and to helping the College of Medicine grow.

Best Regards, David

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**From:** Christina Tant  
**Sent:** Wednesday, January 14, 2015 10:10 AM  
**To:** Lynn Gonzalez  
**Cc:** Megan Diehl  
**Subject:** FW: Budget Docs  
**Attachments:** 123114 University Resources Reconciliation.xlsx; Capital Projects.xlsx; E&G Commitments\_WORKING\_12.2.14.xlsx

One more thing... if you go over the detail list of commitments during your meeting with Dale, then you may want to use the "-" button at the top of that tab to group (i.e. hide) the few several columns. Hopefully you won't need to get to that level of detail, but if you do then it's just extra noise that you won't need. I use those columns to track what has been transferred and what hasn't throughout the year.

----- Original Message-----

**From:** Christina Tant  
**Sent:** Wednesday, January 14, 2015 10:04 AM  
**To:** Lynn Gonzalez  
**Cc:** Megan Diehl  
**Subject:** RE: Budget Docs

Lynn - Attached are all of the same documents. The list of existing commitments and the reserve projections are in the "E&G Commitments" file (these documents are linked). If you want to review the numbers we presented yesterday with Dale, then use the PDFs I sent to you yesterday. The Excel file was updated after we met yesterday to include the Creol Lab in the commitments list. I update the document as soon as we make transfers - it's the only way to keep myself from going insane. Therefore, this change made all of the reserve projections decrease by \$2 million. This takes care of \$2 million of the \$15 million on the capital projects file.

If you are having a hard time following any of this PLEASE don't hesitate to "pester" me!

----- Original Message-----

**From:** Lynn Gonzalez  
**Sent:** Wednesday, January 14, 2015 9:25 AM  
**To:** Christina Tant  
**Cc:** Megan Diehl  
**Subject:** RE: Budget Docs

Thx Christy! Sorry I didn't specify. I like getting the PDF's for that reason too, but the Excel really helps us readily understand the logic without having to pester:)

----- Original Message-----

**From:** Christina Tant  
**Sent:** Wednesday, January 14, 2015 9:24 AM  
**To:** Lynn Gonzalez  
**Cc:** Megan Diehl  
**Subject:** RE: Budget Docs

No problem. I will forward them when I get back to the office. I usually send PDFs to Tracy because they are easier for her to view on her mobile devices. It was easier for me to forward what I had already sent to her but I have no problem sharing them in Excel. I should be back by 10am.

---

**From:** Lynn Gonzalez  
**Sent:** Wednesday, January 14, 2015 9:15 AM  
**To:** Christina Tant

Cc: Megan Diehl  
Subject: RE: Budget Docs

Christy, thx so much, but can we please get these in excel? We review these with Dale directly on the computer (his preference) and the PDF makes it very hard for us to follow the logic if we don't readily understand something and can't see the formulas.

My meeting was postponed until later this am, so please forward as soon as possible. Thx☺ ...Lynn

From: Christina Tant  
Sent: Tuesday, January 13, 2015 11:13 AM  
To: Lynn Gonzalez  
Cc: Megan Diehl  
Subject: FW: Budget Docs

Lynn – here are the budget documents that we reviewed this morning. I'll send you the "composition of reserve" schedule without the orange and yellow highlights in just a minute.

Changes to the planned commitment list since your last copy include:  
2014-15:

- Oracle \$7.4m with 5 year pay back
- Increased financial aid audit from \$2.0 million (estimate) to \$2.225 million (actuals)
- Increased organizational structure review by \$240k for HR

2015-16:

- Added \$15k for annualization of 2014-15 faculty promotions

From: Christina Tant  
Sent: Monday, January 12, 2015 3:07 PM  
To: Tracy Clark  
Subject: Budget Docs

Tracy – The capital projects list that we discussed last week is attached. I will bring extra copies for tomorrow morning's meeting.

I've updated the reserve projection schedule to show a summary of commitments on the current year page as you requested. I've also added two numbers highlighted yellow and orange to the schedule. The number highlighted yellow indicates what the reserve would be at the end of each year if an additional \$15m of renovations are added to the list of commitments. The number highlighted orange reflects the timing of cash flows related to the 5-year Oracle contract. This number has been excluded from the commitment numbers in the top half of the schedule so as not to distort the overall reserve.

I am also attaching the reconciliation for the university auxiliary resources department. I realize this is way too much detail for tomorrow morning's meeting, but I will have it handy in case we get asked what the additional amounts for the capital projects would do to the E&G and auxiliary reserves.

UNIVERSITY OF CENTRAL FLORIDA  
 AV VP-OH UNIVERSITY RESOURCES (02010350)  
 Department Reconciliation as of 12/31/14

Prepared by: Christy Tant  
 Reviewed by:

	Total as of 06/30/14	2015 Activity	Total as of 12/31/14	Add'l expected 2015 Activity	Expected as of 6/30/15	Future Annual Amounts FY16	Future Annual Amounts FY17
<b>Sources</b>							
Investment liquidation <sup>1</sup>	\$ 2,000,000	-	2,000,000	-	2,000,000	2,500,000	2,500,000
Transfer from F&A Aux Late Fees <sup>2</sup>	2,500,000	-	2,500,000	2,500,000	5,000,000	-	-
Transfer from VP Info Technology <sup>3</sup>	600,000	-	600,000	-	600,000	-	-
3% Research overhead (July - Jun) <sup>4</sup>	1,014,893	226,410	1,241,303	226,410	1,467,712	500,000	500,000
1% Auxiliary overhead (Q1, Q2, Q3, Q4) <sup>5</sup>	1,130,293	303,250	1,433,543	303,248	1,736,791	600,000	600,000
Administrative Cost Allowance (July - Jun) <sup>6</sup>	2,107,262	872,707	2,979,969	20,031	3,000,000	1,010,000	1,010,000
.5% Tax on unused C&G cash balances <sup>7</sup>	301,853	-	301,853	-	301,853	-	-
Excess Retirement Reduction - Auxiliaries <sup>8</sup>	173,097	43,228	216,325	43,321	259,646	90,000	90,000
Repayment of funds used to construct CHP <sup>10</sup>	1,000,000	1,000,000	2,000,000	-	2,000,000	1,000,000	1,000,000
<b>Uses</b>							
Administrator salaries <sup>9</sup>	(775,587)	(1,723)	(777,310)	(372,690)	(1,150,000)	(400,000)	(400,000)
Conference Bowl ticket guarantee (2013-14)	(871,135)	-	(871,135)	-	(871,135)	-	-
Purchase of broadcasting license	(1,942,800)	(28,500)	(1,971,300)	-	(1,971,300)	-	-
GAA Facility <sup>11</sup>	-	-	-	(4,800,000)	(4,800,000)	-	-
Venue HVAC Repair	-	-	-	(1,000,000)	(1,000,000)	-	-
New chiller	-	-	-	(5,000,000)	(5,000,000)	-	-
Total Transfers	\$ 7,237,875	\$ 2,415,372	\$ 9,653,247	\$ (8,079,680)	\$ 1,573,567	\$ (8,000,000)	\$ -
						\$ (2,700,000)	\$ 5,300,000

Capital Projects  
Funding Update  
1/7/2015

CURRENT FUNDING PLAN							
	Current Estimate	Short	Investments	Interest Earnings	Auxiliary	Auxiliary - AA	E&G
Trevor Colburn	\$ 23,000,000	\$ -					\$ 23,000,000
Colburn	15,000,000	10,000,000					5,000,000
Interdisciplinary Research - Phase I	30,000,000	5,000,000	10,000,000	12,000,000		3,000,000	
Global UCF	16,600,000	600,000	10,000,000		4,200,000		1,800,000
Chiller Plant	13,000,000	2,000,000			11,000,000		
Creol Lab	2,000,000	2,000,000			1,000,000		1,000,000
Venue HVAC	2,000,000	-			16,200,000	3,000,000	30,800,000
	\$ 101,600,000	\$ 19,600,000	\$ 20,000,000	\$ 12,000,000	\$ 16,200,000	\$ 3,000,000	\$ -

PROPOSED FUNDING PLAN						
	Total	Investments	Interest Earnings	Auxiliary	Auxiliary - AA	E&G
Trevor Colburn	\$ 23,000,000					\$ 23,000,000
Colburn	15,000,000					15,000,000
Interdisciplinary Research - Phase I	30,000,000	12,000,000	12,000,000		3,000,000	3,000,000
Global UCF	16,600,000	10,000,000		4,800,000		1,800,000
Chiller Plant	13,000,000			13,000,000		
Creol Lab	2,000,000			1,000,000		2,000,000
Venue HVAC	2,000,000			18,800,000	3,000,000	1,000,000
	\$ 101,600,000	\$ 22,000,000	\$ 12,000,000	\$ 18,800,000	\$ 3,000,000	\$ 45,800,000
<b>Increase</b>	<b>\$ 19,600,000</b>	<b>\$ 2,000,000</b>	<b>\$ -</b>	<b>\$ 2,600,000</b>	<b>\$ -</b>	<b>\$ 15,000,000</b>

Note 1: The amount funded from E&G represents the estimate for furniture and equipment. PECO funds of \$46.6 million have been requested for Phase I and Phase II.  
Note 2: Need to review components of furniture and equipment number. A portion of the \$1.8 million estimate may need to come from non-E&G sources.



**Planned E&G Budget Allocations**

Updated as of 1/13/15

Note: The Fortridge International Reading Center, Environmental Center and Quadangle building are currently being funded through auxiliary loans

	5-Year Plan							
	Actuals 2013-14	Plan 2014-15	To Date 2014-15	Revised Plan 2014-15	2015-16	2016-17	2017-18	2018-19
<b>A. Recurring allocations from recurring funds</b>								
<b>Planned Off-the-top</b>								
2013-14 Salary increases (annualized)	2,108,365	2,279,034	2,279,034	2,279,034	-	-	-	-
2014-15 Salary increases	-	-	-	-	708,978	-	-	-
Faculty/ instructor promotional increases	539,429	750,000	569,461	569,461	765,053	750,000	750,000	750,000
TIP, RIA, SoTL	420,000	500,000	-	500,000	500,000	500,000	500,000	500,000
Market adjustment for under \$50k	-	200,693	200,693	200,693	-	-	-	-
Recurring reduction to AA (rent savings)	-	(400,000)	(400,000)	(400,000)	-	-	-	-
<b>Phased-in from non-recurring to recurring funds</b>								
2012-13 Faculty promotional increase	4,999	8,068	8,068	8,068	-	-	-	-
Police - payroll shortfall and new positions	-	1,627,885	326,456	1,627,885	-	-	-	-
Police - 3 new officers	-	178,000	178,000	178,000	-	-	-	-
Police - special pay increase	-	134,065	134,065	134,065	-	-	-	-
HR - Affordable Health Care Act position	-	95,550	95,550	95,550	-	-	-	-
E-Verify	-	12,375	12,375	12,375	-	-	-	-
Pegasus Magazine	-	410,000	350,000	410,000	-	-	-	-
SMCA support	-	267,500	267,500	267,500	-	-	-	-
Salary Market Adjustment for IKM	-	32,500	32,500	32,500	-	-	-	-
Environmental Health & Safety/ Emergency Management	-	1,486,200	1,486,200	1,486,200	-	-	-	-
OEM - New key/camera/alert positions	-	245,000	-	245,000	-	-	-	-
Library Materials/ Electronic Journal Subscription	-	335,276	335,276	335,276	-	-	-	-
CS&T - Information Security Risk Audit	-	100,000	-	100,000	-	-	-	-
University Fine Arts Insurance Policy (CAH)	-	2,045	2,045	2,045	-	-	-	-
New Chief Audit Executive	-	78,000	78,000	78,000	-	-	-	-
Legal Scholars/ BRAC	-	75,000	75,000	75,000	-	-	-	-
University relations promotion	-	21,135	21,135	21,135	-	-	-	-
<b>Total recurring allocations from recurring funds</b>	<b>3,672,793</b>	<b>8,438,326</b>	<b>6,051,358</b>	<b>8,257,787</b>	<b>1,974,031</b>	<b>1,250,000</b>	<b>1,250,000</b>	<b>1,250,000</b>
<b>B. Recurring allocations from recurring 10% institutional investment funds</b>								
National Merit & Provost Scholars Program	1,481,116	1,500,000	3,107,493	3,107,493	-	-	-	-
	NR	Rec	Rec	Rec				
<b>Total recurring allocations from recurring funds</b>	<b>1,481,116</b>	<b>1,500,000</b>	<b>3,107,493</b>	<b>3,107,493</b>				
<b>C. Recurring allocations from nonrecurring funds (some items could be funded from institutional investments held in reserve)</b>								
Financial Aid to replace Bright Futures	3,150,000	-	-	-	3,150,000	3,150,000	3,150,000	3,150,000
ULF Knights Success Grant (to enhance graduation rate)	62,800	100,000	-	100,000	100,000	150,000	150,000	150,000
Tuition funds held to address student faculty ratio	-	-	-	-	-	-	-	-
Additional funds to address student faculty ratio	-	-	-	-	-	-	-	-
Undergraduate education pilot projects/ Quality Enhancement	-	1,000,000	-	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Academic advising costs	-	150,000	-	150,000	150,000	150,000	150,000	150,000
Development - Enhancement Plan	1,200,000	1,600,000	1,600,000	1,600,000	2,000,000	2,000,000	2,000,000	2,000,000
Foundation Support	300,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
President's Office support	-	500,000	500,000	500,000	500,000	500,000	500,000	500,000
EOAA Position	-	90,000	90,000	90,000	90,000	90,000	90,000	90,000
Convocation Center rent	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Finance & Accounting Operations	-	-	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000	-
Health Sciences Campus chilled water expenses	-	2,500,000	-	-	-	-	-	2,500,000
Health Sciences Campus Boggy Creek assessment	44,930	45,000	-	45,000	45,000	45,000	45,000	45,000
Health Sciences Campus property taxes	1,650	3,000	-	3,000	3,000	3,000	3,000	3,000
Health Sciences Campus PO&M	-	252,836	-	252,836	252,836	252,836	252,836	252,836
PO&M - FSEC	340,961	373,000	-	373,000	373,000	373,000	373,000	373,000
Additional increases in utility costs	-	-	-	-	-	-	-	-
OEM - Annual camera costs (E&G only)	-	150,000	-	150,000	150,000	150,000	150,000	150,000
Team Grant - Years 3 through 5	-	-	-	-	-	-	-	-
<b>Total recurring allocations from nonrecurring funds</b>	<b>9,416,868</b>	<b>9,263,836</b>	<b>7,190,000</b>	<b>9,263,836</b>	<b>12,818,836</b>	<b>12,863,836</b>	<b>12,863,836</b>	<b>12,863,836</b>

	Actuals 2013-14	Plan 2014-15	To Date 2014-15	Revised Plan 2014-15	5-Year Plan				
					2015-16	2016-17	2017-18	2018-19	
<b>D. Planned nonrecurring allocations</b>									
1 OEM - New key/camera/alert positions (for 2013-14)	-	20,038	20,038	20,038	6	-	-	-	-
Colburn Hall renovation	10,000,000	18,000,000		18,000,000	1	-	-	-	-
Investment in Research (Osceola)	-	15,000,000		15,000,000	6	-	-	-	-
1 Research support	-	7,500,000	7,500,000	7,500,000	8	-	-	-	-
Financial Aid Audit	-	2,000,000	2,225,883	2,225,883	3	-	-	-	-
Furniture for Global Achievement Academy building	-	-	-	-	1	1,500,000	-	-	-
1 SEMATECH (\$2.5 million over 5 years)	500,000	500,000	500,000	500,000	8	500,000	500,000	-	-
1,3 Academic Advising (DARS PeopleSoft Conversion)	1,351,967	1,650,000	1,650,000	1,650,000	2	-	-	-	-
3 Load Testing Performance Tuning (DARS PeopleSoft Conversion)	-	52,250	-	52,250	2	-	-	-	-
Project Surface	-	3,500,000	-	3,500,000	14	-	-	-	-
1 PBS Partnership (excluding purchase price)	2,581,994	1,981,215	1,981,215	1,981,215	11	2,012,186	2,149,654	-	-
1 Development - Enhancement Plan	1,800,000	1,400,000	1,400,000	1,400,000	4	-	-	-	-
2 Regional campuses	1,500,000	-	1,500,000	1,500,000	9	-	-	-	-
2 Venue HVAC Repair	-	-	1,000,000	1,000,000	1	-	-	-	-
3 Graduate fellowships to enhance retention	305,000	695,000	452,000	695,000	2	?	?	?	?
Merit-based scholarships for 2014-15	700,000	-	-	-	?	?	?	?	?
1 Conference entrance fees (5 years through 2016-17)	600,000	600,000	600,000	600,000	16	600,000	600,000	?	?
2 Organizational structure review (RFP)	95,000	460,000	355,000	700,000	12	-	-	-	-
Re-key building	-	320,000	-	320,000	6	200,000	200,000	200,000	?
Research support	-	250,000	250,000	250,000	2	-	-	-	-
1* Creative Village Project Liaison and Coordinator	-	250,000	61,500	250,000	15	250,000	250,000	-	-
Performance plan payments	61,785	222,000	-	222,000	15	250,000	250,000	250,000	250,000
2 Contract management software (Legal)	50,000	-	36,000	36,000	5	46,976	53,934	61,449	69,565
2 Oracle Contract (5-year payback through 2019-20)	-	-	7,647,005	7,647,005		(1,529,401)	(1,529,401)	(1,529,401)	(3,058,802)
2 Creol Lab	-	-	2,000,000	2,000,000	1	-	-	-	-
Boggy Creek Bond Assessment (once development begins)	-	?	-	?		?	?	?	?
Health Sciences Campus support (pending but not approved)	-	?	-	?		?	?	?	?
<b>Total nonrecurring allocations</b>	<b>23,228,453</b>	<b>54,400,503</b>	<b>29,178,641</b>	<b>67,049,391</b>		<b>3,829,761</b>	<b>2,474,187</b>	<b>(1,017,952)</b>	<b>(2,739,237)</b>
<b>E. Total Recurring and Non-recurring Allocations:</b>									
Recurring allocations	14,570,777	19,202,162	16,348,851	20,629,116		14,787,867	14,113,836	14,113,836	14,113,836
Non-recurring allocations	23,228,453	54,400,503	29,178,641	67,049,391		3,829,761	2,474,187	(1,017,952)	(2,739,237)
<b>Total allocations</b>	<b>37,799,230</b>	<b>73,602,665</b>	<b>45,527,492</b>	<b>87,678,507</b>		<b>18,617,628</b>	<b>16,588,023</b>	<b>13,095,884</b>	<b>11,374,599</b>

**FOOTNOTE LEGEND:**

<sup>1</sup> These allocations will be reflected in the start up budget. All others will be transferred during the year based on support provided.

<sup>2</sup> Amount differs from the planned list when the 2014-15 allocation document was signed.

<sup>3</sup> Planned use of 2013-14 performance funding (\$2.6 million).

**Projected Central Reserve  
Sources and Uses of Available Funds  
Updated 1/13/15**

**RECURRING SOURCES AND USES**

- 2010-11 3% Holdback
- 2010-11 Rate increase held to address student faculty ratio
- 2012-13 Tuition rate increase funds, excluding 30% DT
- 2013-14 Tuition rate increase funds (1.7% CPI)
- 2014-15 Projected increase in tuition - ESTIMATE
- Recurring Institutional Investments Reserve
- 2014-15 Performance Funding - ASSUMES RECURRING
- Undesignated central reserve
- Total Available Recurring Funds**

**NON RECURRING SOURCES AND USES**

- Central carry forward
- Transfer of non-recurring reserves from Units - ESTIMATE*
- Total Available Non-recurring Funds**
- Total Unused Funds**

<sup>1</sup> Assumes these funds are fully spent in 2014-15, which is unlikely due to timing of hires. This will generate carryforward that could be used (in addition to departmental carryforward funds) to fund start up packages.

**Additional Capital Requests:**

- Colburn
- Interdisciplinary Research Building (F&E)

2014-15 Beg of Year	Distribution of Rate Increase	Faculty Lines <sup>1</sup>	Salary Increase	2014-15 Commitments	2014-15 End of Year
\$ 7,100,000	\$ -	\$ -	\$ (7,100,000)	\$ -	\$ -
2,210,033	-	(2,210,033)	-	-	-
12,654,792	(12,654,792)	-	-	-	-
1,600,553	-	-	-	(1,600,553)	-
2,000,000	-	-	-	(2,000,000)	-
2,219,764	1,265,479	(377,750)	-	(3,107,493)	-
21,880,156	-	(9,380,033)	-	-	12,500,123
17,650,314	-	2,587,783	(3,405,735)	(4,657,234)	12,175,128
<b>\$ 67,315,612</b>	<b>\$ (11,389,313)</b>	<b>\$ (9,380,033)</b>	<b>(10,505,735)</b>	<b>\$ (11,365,280)</b>	<b>\$ 24,675,251</b>
<b>\$ 59,105,847</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (68,666,222)</b>	<b>\$ (9,560,375)</b>
<b>\$ 59,105,847</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (68,666,222)</b>	<b>\$ (9,560,375)</b>
<b>\$ 126,421,459</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (68,666,222)</b>	<b>\$ 15,114,876</b>

Oracle Contract:	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
	\$ 7,647,005	(1,529,401)	(1,529,401)	(1,529,401)	(1,529,401)	(1,529,401)
	\$ 10,000,000	3,000,000				
	<b>\$ 13,000,000</b>					
						<b>\$ -</b>

2014-15 Commitments	2014-15 End of Year
\$ 1,069,461	\$ -
2,479,717	-
3,107,493	-
4,708,599	-
<b>\$11,365,280</b>	<b>\$ 24,675,251</b>
Faculty Promotional Increases, TIP, RIA, SoTL	
PY Salary increase annualization	
National Merit and Provost Scholars	
Phase-in to recurring	
Total - Recurring	
Renovations	
Research support	
Foundation support	
Academic/ Academic Advising	
Project Surface	
Financial aid and scholarships	
Facilities (EHS/OEM, Re-key, Cameras, etc.)	
Finance and Accounting (swap)	
Police	
PBS Partnership	
Regional Campuses	
Convocation Center rent	
Organizational Structure Review	
President's office support	
Conference Dues	
Other	
Phase-in to recurring	
Total - Non-recurring	
<b>\$68,666,222</b>	<b>\$ 15,114,876</b>

**Projected Central Reserve Sources and Uses of Available Funds**  
Updated 1/13/15

Assumes 100% of 2014-15 Performance Funding is maintained as recurring

	2015-16 Beg of Year	2015-16 Commitments <sup>1</sup>	Team Grant (Year 3+)	2015-16 End of Year	2016-17 Beg of Year	2016-17 Commitments <sup>2</sup>	2016-17 End of Year	2016-17 Beg of Year	2017-18 Commitments <sup>3</sup>	2017-18 End of Year
<b>RECURRING SOURCES AND USES</b>										
2014-15 Performance Funding - ASSUMES RECURRING										
Undesignated central reserve	12,500,123	-	(1,879,462)	10,620,661	10,620,661	-	10,620,661	10,620,661	-	10,620,661
Total Available Recurring Funds	12,175,128	(6,974,031)	-	5,201,097	5,201,097	(6,250,000)	(1,048,903)	(1,048,903)	(4,113,836)	(5,162,739)
	\$ 24,675,251	\$ (6,974,031)	\$ (1,879,462)	\$ 15,821,758	\$ 15,821,758	\$ (6,250,000)	\$ 9,571,758	\$ 9,571,758	\$ (4,113,836)	\$ 5,457,922
<b>NON RECURRING SOURCES AND USES</b>										
Central carry forward	\$ 15,114,876	\$ (13,172,998)	\$ -	\$ 1,941,878	\$ 17,763,636	\$ (6,867,424)	\$ 10,896,212	\$ 20,467,970	\$ (511,449)	\$ 19,956,521
Transfer of non-recurring reserves from Units - ESTIMATE	-	-	-	-	-	-	-	-	-	-
Total Available Non-recurring Funds	\$ 15,114,876	\$ (13,172,998)	\$ -	\$ 1,941,878	\$ 17,763,636	\$ (6,867,424)	\$ 10,896,212	\$ 20,467,970	\$ (511,449)	\$ 19,956,521
Total Unused Funds	\$ 39,790,127	\$ -	\$ -	\$ 17,763,636	\$ 33,585,394	\$ -	\$ 20,467,970	\$ 30,039,728	\$ -	\$ 25,414,443

The commitments against the recurring undesignated central reserve include the planned phase in of \$5 million of recurring commitments previously funded from non recurring funds. Existing commitments could be completely phased in by 2017-18, but would require the use of performance funding. Approximately \$5 million of recurring unallocated reserve would remain.

	2015-16 Commitments <sup>1</sup>	2016-17 Commitments <sup>2</sup>	2017-18 Commitments <sup>3</sup>
Faculty Promotional Increases, TIP, RIA, SoTL	\$ 1,265,053	\$ 1,250,000	\$ 1,250,000
PY Salary increase annualization	708,978	-	-
Phase-in to recurring	\$ 5,000,000	\$ 5,000,000	\$ 2,863,836
Total - Recurring	\$ 6,974,031	\$ 6,250,000	\$ 4,113,836
Renovations	\$ 1,500,000	\$ -	\$ -
Research support	500,000	500,000	-
Foundation support	3,500,000	3,500,000	3,500,000
Academic/ Academic Advising	1,150,000	1,150,000	1,150,000
Financial aid and scholarships	3,250,000	3,300,000	3,300,000
Facilities (EHS/OEM, Re-key, Cameras, etc.)	1,023,836	1,023,836	1,023,836
Finance and Accounting (swap)	2,500,000	2,500,000	2,500,000
PBS Partnership	2,012,186	2,149,654	-
Convocation Center rent	1,000,000	1,000,000	1,000,000
President's office support	636,976	643,934	651,449
Conference Dues	600,000	600,000	-
Other	500,000	500,000	250,000
Phase-in to recurring	(5,000,000)	(10,000,000)	(12,863,836)
Total - Non-recurring	\$ 13,172,998	\$ 6,867,424	\$ 511,449

# **DOCUMENT**

**1**

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**From:** Christina Tant  
**Sent:** Wednesday, January 14, 2015 10:10 AM  
**To:** Lynn Gonzalez  
**Cc:** Megan Diehl  
**Subject:** FW: Budget Docs  
**Attachments:** 123114 University Resources Reconciliation.xlsx; Capital Projects.xlsx; E&G Commitments\_WORKING\_12.2.14.xlsx

One more thing... if you go over the detail list of commitments during your meeting with Dale, then you may want to use the "-" button at the top of that tab to group (i.e. hide) the few several columns. Hopefully you won't need to get to that level of detail, but if you do then it's just extra noise that you won't need. I use those columns to track what has been transferred and what hasn't throughout the year.

----- Original Message-----

**From:** Christina Tant  
**Sent:** Wednesday, January 14, 2015 10:04 AM  
**To:** Lynn Gonzalez  
**Cc:** Megan Diehl  
**Subject:** RE: Budget Docs

Lynn - Attached are all of the same documents. The list of existing commitments and the reserve projections are in the "E&G Commitments" file (these documents are linked). If you want to review the numbers we presented yesterday with Dale, then use the PDFs I sent to you yesterday. The Excel file was updated after we met yesterday to include the Creol Lab in the commitments list. I update the document as soon as we make transfers - it's the only way to keep myself from going insane. Therefore, this change made all of the reserve projections decrease by \$2 million. This takes care of \$2 million of the \$15 million on the capital projects file.

If you are having a hard time following any of this PLEASE don't hesitate to "pester" me!

----- Original Message-----

**From:** Lynn Gonzalez  
**Sent:** Wednesday, January 14, 2015 9:25 AM  
**To:** Christina Tant  
**Cc:** Megan Diehl  
**Subject:** RE: Budget Docs

Thx Christy! Sorry I didn't specify. I like getting the PDF's for that reason too, but the Excel really helps us readily understand the logic without having to pester:)

----- Original Message-----

**From:** Christina Tant  
**Sent:** Wednesday, January 14, 2015 9:24 AM  
**To:** Lynn Gonzalez  
**Cc:** Megan Diehl  
**Subject:** RE: Budget Docs

No problem. I will forward them when I get back to the office. I usually send PDFs to Tracy because they are easier for her to view on her mobile devices. It was easier for me to forward what I had already sent to her but I have no problem sharing them in Excel. I should be back by 10am.

---

**From:** Lynn Gonzalez  
**Sent:** Wednesday, January 14, 2015 9:15 AM  
**To:** Christina Tant

# **DOCUMENT**

**2**

Cc: Megan Diehl  
Subject: RE: Budget Docs

Christy, thx so much, but can we please get these in excel? We review these with Dale directly on the computer (his preference) and the PDF makes it very hard for us to follow the logic if we don't readily understand something and can't see the formulas.

My meeting was postponed until later this am, so please forward as soon as possible. Thx☺ ...Lynn

From: Christina Tant  
Sent: Tuesday, January 13, 2015 11:13 AM  
To: Lynn Gonzalez  
Cc: Megan Diehl  
Subject: FW: Budget Docs

Lynn – here are the budget documents that we reviewed this morning. I'll send you the "composition of reserve" schedule without the orange and yellow highlights in just a minute.

Changes to the planned commitment list since your last copy include:  
2014-15:

- Oracle \$7.4m with 5 year pay back
- Increased financial aid audit from \$2.0 million (estimate) to \$2.225 million (actuals)
- Increased organizational structure review by \$240k for HR

2015-16:

- Added \$15k for annualization of 2014-15 faculty promotions

From: Christina Tant  
Sent: Monday, January 12, 2015 3:07 PM  
To: Tracy Clark  
Subject: Budget Docs

Tracy – The capital projects list that we discussed last week is attached. I will bring extra copies for tomorrow morning's meeting.

I've updated the reserve projection schedule to show a summary of commitments on the current year page as you requested. I've also added two numbers highlighted yellow and orange to the schedule. The number highlighted yellow indicates what the reserve would be at the end of each year if an additional \$15m of renovations are added to the list of commitments. The number highlighted orange reflects the timing of cash flows related to the 5-year Oracle contract. This number has been excluded from the commitment numbers in the top half of the schedule so as not to distort the overall reserve.

I am also attaching the reconciliation for the university auxiliary resources department. I realize this is way too much detail for tomorrow morning's meeting, but I will have it handy in case we get asked what the additional amounts for the capital projects would do to the E&G and auxiliary reserves.



UNIVERSITY OF CENTRAL FLORIDA  
 AV VP-OH UNIVERSITY RESOURCES (02010350)  
 Department Reconciliation as of 12/31/14

Prepared by: Christy Tant  
 Reviewed by:

	Total as of 06/30/14	2015 Activity	Total as of 12/31/14	Add'l expected 2015 Activity	Expected as of 6/30/15	Future Annual Amounts FY16	Future Annual Amounts FY17
<b>Sources</b>							
Investment liquidation <sup>1</sup>	\$ 2,000,000	-	\$ 2,000,000	\$ -	\$ 2,000,000	\$ -	\$ -
Transfer from F&A Aux Late Fees <sup>2</sup>	2,500,000	-	2,500,000	2,500,000	5,000,000	2,500,000	2,500,000
Transfer from VP Info Technology <sup>3</sup>	600,000	-	600,000	-	600,000	-	-
3% Research overhead (July - Jun) <sup>4</sup>	1,014,893	226,410	1,241,303	226,410	1,467,712	500,000	500,000
1% Auxiliary overhead (Q1, Q2, Q3, Q4) <sup>5</sup>	1,130,293	303,250	1,433,543	303,248	1,736,791	600,000	600,000
Administrative Cost Allowance (July - Jun) <sup>6</sup>	2,107,262	872,707	2,979,969	20,031	3,000,000	1,010,000	1,010,000
.5% Tax on unused C&G cash balances <sup>7</sup>	301,853	-	301,853	-	301,853	-	-
Excess Retirement Reduction - Auxiliaries <sup>8</sup>	173,097	43,228	216,325	43,321	259,646	90,000	90,000
Repayment of funds used to construct CHP <sup>10</sup>	1,000,000	1,000,000	2,000,000	-	2,000,000	1,000,000	1,000,000
<b>Uses</b>							
Administrator salaries <sup>9</sup>	(775,587)	(1,723)	(777,310)	(372,690)	(1,150,000)	(400,000)	(400,000)
Conference Bowl ticket guarantee (2013-14)	(871,135)	-	(871,135)	-	(871,135)	-	-
Purchase of broadcasting license	(1,942,800)	(28,500)	(1,971,300)	-	(1,971,300)	-	-
GAA Facility <sup>11</sup>	-	-	-	(4,800,000)	(4,800,000)	-	-
Venue HVAC Repair	-	-	-	(1,000,000)	(1,000,000)	-	-
New chiller	-	-	-	(5,000,000)	(5,000,000)	-	-
<b>Total Transfers</b>	\$ 7,237,875	\$ 2,415,372	\$ 9,653,247	\$ (8,079,680)	\$ 1,573,567	\$ (8,000,000)	\$ 5,300,000

Capital Projects  
Funding Update  
1/7/2015

CURRENT FUNDING PLAN							
	Current Estimate	Short	Investments	Interest Earnings	Auxiliary	Auxiliary - AA	E&G
Trevor Colburn	\$ 23,000,000	\$ -					\$ 23,000,000
Colburn	15,000,000	10,000,000					5,000,000
Interdisciplinary Research - Phase I	30,000,000	5,000,000	10,000,000	12,000,000		3,000,000	
Global UCF	16,600,000	600,000	10,000,000		4,200,000		1,800,000
Chiller Plant	13,000,000	2,000,000			11,000,000		
Creol Lab	2,000,000	2,000,000			1,000,000		1,000,000
Venue HVAC	2,000,000	-			16,200,000	3,000,000	30,800,000
	\$ 101,600,000	\$ 19,600,000	\$ 20,000,000	\$ 12,000,000	\$ 16,200,000	\$ 3,000,000	\$ 30,800,000

PROPOSED FUNDING PLAN						
	Total	Investments	Interest Earnings	Auxiliary	Auxiliary - AA	E&G
Trevor Colburn	\$ 23,000,000					\$ 23,000,000
Colburn	15,000,000					15,000,000
Interdisciplinary Research - Phase I	30,000,000	12,000,000	12,000,000		3,000,000	3,000,000
Global UCF	16,600,000	10,000,000		4,800,000		1,800,000
Chiller Plant	13,000,000			13,000,000		
Creol Lab	2,000,000			1,000,000		2,000,000
Venue HVAC	2,000,000			18,800,000	3,000,000	1,000,000
	\$ 101,600,000	\$ 22,000,000	\$ 12,000,000	\$ 18,800,000	\$ 3,000,000	\$ 45,800,000
<b>Increase</b>	<b>\$ 19,600,000</b>	<b>\$ 2,000,000</b>	<b>\$ -</b>	<b>\$ 2,600,000</b>	<b>\$ -</b>	<b>\$ 15,000,000</b>

Note 1: The amount funded from E&G represents the estimate for furniture and equipment. PECC funds of \$46.6 million have been requested for Phase I and Phase II.  
Note 2: Need to review components of furniture and equipment number. A portion of the \$1.8 million estimate may need to come from non-E&G sources.

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**From:** Christina Tant <Christy.Tant@ucf.edu>  
**Sent:** Monday, August 11, 2014 7:45 PM  
**To:** Tracy Clark  
**Subject:** RE: Allocations

Lynn said that Dr. Whittaker asked for a list of the allocations/ commitments made by BOG Jr. over the last year, including those that were previously funded either in 2013-14 or in the start up budgets for 2014-15.

He is in the process of evaluating funding requests that Lynn and Megan have compiled from AA units (some that we haven't seen yet) and determining which ones to push forward.

---

**From:** Tracy Clark  
**Sent:** Monday, August 11, 2014 7:29 PM  
**To:** Christina Tant  
**Subject:** Re: Allocations

What's going on here? Isn't this just the planned allocation list, for the most part?

Sent from my iPhone

On Aug 11, 2014, at 6:06 PM, "Christina Tant" <[Christy.Tant@ucf.edu](mailto:Christy.Tant@ucf.edu)> wrote:

Lynn – This email is in response to your request for tomorrow's budget chat meeting. This represents additions to the list of planned commitments between August 2013 and August 2014.

Megan – this format may not be what you need, but this was the best I can do on short notice. I'll be glad to provide clarification or answer any questions.

**Permanent allocations already funded for 2014-15:**

New faculty lines - \$2,120,033 (new for 2014-15)  
New faculty lines - \$7,170,000 (new for 2014-15)  
Distribution of tuition rate increase - \$12,654,792 (new for 2014-15)  
University relations promotion - \$21,135 (new for 2014-15)  
Library Materials - \$230,276 (fully funded in 2013-14)  
University fine arts insurance policy - \$2,045 (fully funded in 2013-14)  
SMCA support – increased total commitment by \$40,000 (fully funded in 2013-14)

**Planned Mid Year allocations to be funded during 2014-15:**

Salary increase - \$7,500,000 (recurring) (new for 2014-15)  
Investment in research (Osceola) - \$15,000,000 (non recurring) (new for 2014-15)  
Financial aid audit (return of Title IV funds) - \$2,000,000 (non recurring) (new for 2014-15)  
Foundation support - \$1,200,000 (recurring) (new for 2014-15); partially offset by \$400k rent reduction to AA  
President's Office support - \$500,000 (recurring) (new for 2014-15)  
EOAA position - \$90,000 (recurring) (new for 2014-15)  
IQ project - \$250,000 (non recurring) (new for 2014-15)  
OEM camera annual maintenance - \$150,000 (recurring) (new for 2014-15)

Faculty/ instructor promotional increases and TIP, RIA, SoTL - \$1,250,000 (recurring incremental commitment for 2014-15)  
Pegasus Magazine – increase commitment by \$35k (recurring) (only funded actuals of \$347k in 2013-14)  
UCF Knights Success Grant - \$100,000 (recurring) (only funded actuals of \$63k in 2013-14)  
CS&T Information security risk audit - \$100,000 (recurring) (committed during 2013-14 but not yet funded)  
Project Surface - \$3,500,000 (non recurring) (committed during 2013-14 but not yet funded)  
Graduate fellowships - \$695,000 (non recurring) (remainder of \$1m commitment made in 2013-14)  
Organizational structure review - \$460,000 (non recurring) (funded actuals of \$95k in 2013-14)  
Rekey building - \$320,000 (committed during 2013-14 but not yet funded)  
Creative Village Project Liaison \$250,000 (non recurring) (committed during 2013-14 but not yet funded, except A&F funded for coordinator position)  
Colburn Hall – \$18,000,000 (remainder of \$28,000,000 commitment made in 2013-14)  
Police – increased commitment by \$1,260,000 (recurring) (committed during 2013-14 but not yet funded)

Requests received but not yet committed:

SDES - Merit based scholarships (restore 10% admin fee) - \$700,000 (recurring) - *WE ONLY APPROVED IT FOR 2014-15 ON NR BASIS*  
SDES - Need based aid, Top 10 Knight Program - \$2 to 4 million (recurring)  
SDES - Reduce student advisor ratio - \$1,012,000 (recurring)  
Grant Heston – \$875,000 (recurring) and \$1,037,000 (non recurring)  
Joel Hartman – ???  
Team Grant – \$1,879,462 (recurring, beginning in 2015-16)

**Projected Central Reserve Sources and Uses of Available Funds**  
 Updated 1/13/15

Assumes 100% of 2014-15 Performance Funding is maintained as recurring

	2015-16		2015-16		Team Grant (Year 2+)	2015-16		2016-17		2016-17		2017-18		2017-18	
	2015-16 Beg of Year	2015-16 Commitments <sup>1</sup>	2015-16 End of Year	2016-17 Beg of Year		2016-17 Commitments <sup>2</sup>	2016-17 End of Year	2016-17 Beg of Year	2016-17 Commitments <sup>3</sup>	2017-18 Beg of Year	2017-18 Commitments <sup>4</sup>	2017-18 End of Year			
<b>RECURRING SOURCES AND USES</b>															
2014-15 Performance Funding - ASSUMES RECURRING	12,500,123	-	10,620,661	10,620,661	-	10,620,661	10,620,661	10,620,661	10,620,661	10,620,661	10,620,661	10,620,661	10,620,661	10,620,661	10,620,661
Undesignated central reserve	12,175,128	(6,974,031)	5,201,097	5,201,097	-	5,201,097	5,201,097	5,201,097	5,201,097	5,201,097	5,201,097	5,201,097	5,201,097	5,201,097	5,201,097
Total Available Recurring Funds	\$ 24,675,251	\$ (6,974,031)	\$ 17,701,226	\$ 15,821,758	\$ (1,879,462)	\$ 15,821,758	\$ 15,821,758	\$ 15,821,758	\$ 15,821,758	\$ 9,571,758	\$ 9,571,758	\$ 9,571,758	\$ 9,571,758	\$ 4,113,836	\$ 5,457,522
<b>NON RECURRING SOURCES AND USES</b>															
Central carry forward	15,114,876	(13,172,998)	1,941,878	1,941,878	-	1,941,878	1,941,878	1,941,878	1,941,878	1,941,878	1,941,878	1,941,878	1,941,878	1,941,878	1,941,878
Transfer of Non-recurring reserve from UOHS - EST/04476	15,114,876	(13,172,998)	1,941,878	1,941,878	-	1,941,878	1,941,878	1,941,878	1,941,878	1,941,878	1,941,878	1,941,878	1,941,878	1,941,878	1,941,878
Total Available Non-recurring Funds	\$ 30,229,752	\$ (26,345,996)	\$ 3,883,756	\$ 3,883,756	\$ -	\$ 3,883,756	\$ 3,883,756	\$ 3,883,756	\$ 3,883,756	\$ 3,883,756	\$ 3,883,756	\$ 3,883,756	\$ 3,883,756	\$ 3,883,756	\$ 3,883,756
Total Unused Funds	\$ 54,905,003	\$ (33,320,027)	\$ 21,605,000	\$ 19,705,514	\$ (1,879,462)	\$ 19,705,514	\$ 19,705,514	\$ 19,705,514	\$ 19,705,514	\$ 13,455,514	\$ 13,455,514	\$ 13,455,514	\$ 13,455,514	\$ 8,000,000	\$ 9,341,278

<sup>2</sup> The commitments against the recurring undesignated central reserve include the planned phase in of \$5 million of recurring commitments previously funded from non recurring funds. Existing commitments could be completely phased in by 2017-18, but would require the use of performance funding. Approximately \$5 million of recurring unallocated reserve would remain.

	2015-16		2016-17		2017-18	
	2015-16 Commitments <sup>1</sup>	2016-17 Commitments <sup>2</sup>	2017-18 Commitments <sup>3</sup>	2015-16 Commitments <sup>4</sup>	2016-17 Commitments <sup>5</sup>	2017-18 Commitments <sup>6</sup>
Faculty Promotional Increases, TIP, RIA, SoTL	\$ 1,265,053	\$ 1,250,000	\$ 1,250,000	\$ 1,250,000	\$ 1,250,000	\$ 1,250,000
PV Salary Increase annualization	708,978	-	-	-	-	-
Phase-in to recurring	\$ 5,000,000	\$ 5,000,000	\$ 2,863,836	\$ 5,000,000	\$ 2,863,836	\$ 2,863,836
Total - Recurring	\$ 6,974,031	\$ 6,250,000	\$ 4,113,836	\$ 6,250,000	\$ 4,113,836	\$ 4,113,836
Renovations	\$ 1,500,000	\$ -	\$ -	\$ 500,000	\$ -	\$ -
Research support	500,000	-	-	3,500,000	-	-
Foundation support	3,500,000	-	-	1,150,000	-	-
Academic/Academic Advising	1,150,000	-	-	3,300,000	-	-
Financial aid and scholarships	3,250,000	-	-	1,023,836	-	-
Facilities (EHS/OEM, Re-key, Cameras, etc.)	1,023,836	-	-	2,500,000	-	-
Finance and Accounting (swap)	2,500,000	-	-	2,149,654	-	-
Finance and Accounting (swap)	2,012,186	-	-	1,000,000	-	-
PBS Partnership	1,000,000	-	-	643,934	-	-
Convention Center rent	636,976	-	-	600,000	-	-
President's office support	600,000	-	-	500,000	-	-
Conference Dues	500,000	-	-	250,000	-	-
Other	(5,000,000)	-	-	(10,000,000)	-	-
Phase-in to recurring	\$ 13,172,998	\$ 6,867,424	\$ 511,449	\$ 12,863,836	\$ 6,867,424	\$ 511,449
Total - Non-recurring	\$ 13,172,998	\$ 6,867,424	\$ 511,449	\$ 12,863,836	\$ 6,867,424	\$ 511,449

GA11111111 - UCFYrenew Cabarrus Hall funds investigation/Interview Binders/How to Add to Binders or Chron/USG Commitments\_WORKING\_13.2.14 -1ix

3

DOCUMENT

**Donna Dubuc**

**From:** Christina Tant  
**Sent:** Friday, June 19, 2015 10:07 AM  
**To:** Budget office  
**Cc:** Donna Dubuc; Tracy Clark; Dale Whittaker; Rebecca Richards; Wilson Rosario  
**Subject:** Budget Transfer - Colburn Hall  
**Attachments:** FW: Trevor Colburn Hall/Colburn Renovation  
**Importance:** High

**Budget Office** - Please transfer \$18,000,000 from the university's E&G carry forward reserve (00010107) to A&F's reserve department (and then to department 02800703). This amount was included in the "Future Allocations from reserve" section of the 2014-15 allocation document and brings the total funding transferred to date up to \$28,000,000 (an additional \$10,000,000 remains committed for 2015-16).

This will be recorded as a temporary increase to the division's base budget.

Please notify John Pittman and Wilson Rosario once the transfer has been posted.

Wilson - Please work with the department to encumber the funds prior to June 30, 2015. The cash should be transferred to the construction project in FY16 to coincide with the timing of expected spending.

Let me know if you have any questions.

Thank you,

**Christy Tant, CPA**

*Senior Associate Controller, Finance & Accounting*



University of Central Florida  
Finance and Accounting

12424 Research Pkwy, Suite 300  
Orlando, FL 32826-3249

christy.tant@ucf.edu

Phone 407.882.1029

Fax 407.882.1102

**From:** Christina Tant

**Sent:** Wednesday, April 30, 2014 1:40 PM

**To:** Budget office

**Cc:** Donna Dubuc; Tracy Clark; Lynn Gonzalez; Diane Chase

**Subject:** Budget Transfer - Colburn Hall

Budget Office,

Please transfer \$9,300,000 from the university's E&G carry forward reserve (00010107) to A&F's reserve department (and then to department 02800703). This amount plus the \$700,000 transferred earlier this fiscal year (\$10,000,000) exceeds the \$8,000,000 estimated in the "Future Allocations from reserve" section of the 2013-14 allocation document. The increase was approved in a recent meeting with the Provost and Mr. Merck.

This will be recorded as a temporary increase to the division's base budget.

Please notify John Pittman and Wilson Rosario once the transfer has been posted. Wilson is going to work with the department to transfer the funds to the construction project (92010018).

Let me know if you have any questions.

Thank you,

Christy Tant, CPA

Senior Associate Controller, Finance & Accounting



University of Central Florida

Finance and Accounting

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Planned F&G Budget Allocations

Note: The budget is based on the current budget and does not include any funding from the University's endowment fund.

Planned Off-the-Budget	Planned F&G Budget Allocations				
	2013-14	2014-15	2015-16	2016-17	2017-18
2013-14 Salary Increases (Amended)	2,108,365	2,279,034	2,279,034	2,279,034	2,279,034
2014-15 Salary Increases	539,429	569,463	569,463	569,463	569,463
Faculty/Instructor Promotional Increases	420,000	500,000	500,000	500,000	500,000
Market Adjustment for under \$50k	200,689	200,689	200,689	200,689	200,689
Recruiting reduction to full-time savings	(400,000)	(400,000)	(400,000)	(400,000)	(400,000)
2012-13 Faculty Promotional Increase	8,068	8,068	8,068	8,068	8,068
Police - payroll shortfall and new positions	1,627,885	3,264,566	1,827,885	1,827,885	1,827,885
Police - 2 new officers	178,000	178,000	178,000	178,000	178,000
Police - special pay increase	134,085	134,085	134,085	134,085	134,085
HR - Affordable Health Care Act position	95,550	95,550	95,550	95,550	95,550
E-Verify	12,375	12,375	12,375	12,375	12,375
Pegasus Magazine	410,000	350,000	410,000	410,000	410,000
SMCA support	267,500	267,500	267,500	267,500	267,500
Salary Market Adjustment for ILM	32,500	32,500	32,500	32,500	32,500
Environmental Health & Safety/ Emergency Management	1,486,200	1,486,200	1,486,200	1,486,200	1,486,200
ENM - New levy/cameras/air positions	245,000	245,000	245,000	245,000	245,000
Library Materials/Electronic Journal Subscription	335,276	335,276	335,276	335,276	335,276
CS&T Information Security Risk Audit	100,000	100,000	100,000	100,000	100,000
University Fine Arts Insurance Policy (K&M)	2,045	2,045	2,045	2,045	2,045
New Chief Audit Executive	78,000	78,000	78,000	78,000	78,000
Legal Scholar/BLAC	75,000	75,000	75,000	75,000	75,000
University Relations Promotion	21,135	21,135	21,135	21,135	21,135
<b>Total recurring allocations from recurring funds</b>	<b>8,672,793</b>	<b>8,436,336</b>	<b>8,052,358</b>	<b>8,257,787</b>	<b>8,250,000</b>
Recurring allocations from non-recurring funds	2,481,316	1,500,000	3,107,493	3,107,493	3,107,493
<b>Total recurring allocations from recurring funds</b>	<b>11,154,109</b>	<b>9,936,336</b>	<b>11,159,851</b>	<b>11,365,280</b>	<b>11,357,493</b>
Financial Aid to replace Bright Futures	2,150,000	100,000	100,000	100,000	100,000
UCF Knight Siracus Grant (to enhance graduation rate)	62,800	100,000	100,000	100,000	100,000
Additional funds held to address student faculty ratio	-	-	-	-	-
Undergraduate education pilot projects/ Quality Enhancements	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Academic advising costs	150,000	150,000	150,000	150,000	150,000
Development - Enhancement Plan	1,200,000	1,500,000	1,500,000	1,500,000	1,500,000
Foundation Support	300,000	1,500,000	1,500,000	1,500,000	1,500,000
President's Office support	500,000	500,000	500,000	500,000	500,000
EOAA Position	90,000	90,000	90,000	90,000	90,000
Corrections Center term	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Finance & Accounting Operations	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000
Health Sciences Campus water expenses	44,930	45,000	45,000	45,000	45,000
Health Sciences Campus Boggy Creek assessment	3,000	3,000	3,000	3,000	3,000
Health Sciences Campus property taxes	1,850	1,850	1,850	1,850	1,850
Health Sciences Campus POKM	252,836	252,836	252,836	252,836	252,836
POKAM - ESCC	340,961	340,961	340,961	340,961	340,961
Additional increases in utility costs	-	-	-	-	-
OCM - Annual camera costs (E&G only)	-	-	-	-	-
Team Grant - Years 3 through 5	150,000	150,000	150,000	150,000	150,000
<b>Total recurring allocations from non-recurring funds</b>	<b>9,416,666</b>	<b>9,263,836</b>	<b>9,263,836</b>	<b>9,263,836</b>	<b>9,263,836</b>
<b>Total Recurring Allocations</b>	<b>20,570,715</b>	<b>19,200,172</b>	<b>20,423,687</b>	<b>20,631,516</b>	<b>20,621,329</b>

Updated as of 1/13/15

5-Year Plan

Planned use of 2013-14 performance funding (\$2.6 million).  
 Amount differs from the planned FY when the 2016-15 location document was signed.  
 These allocations will be reflected in the start up budget. All others will be transferred during the year based on support provided.

FOOTNOTE LEGEND:

D	Allocated	2013-14	2014-15	2014-15	2015-16	2016-17	2017-18	2018-19
5-Year Plan								
D	Allocated	20,038	20,038	20,038	20,038	20,038	20,038	20,038
1	DEM							
1	New key/camera/alert positions (for 2013-14)		18,000,000	18,000,000	18,000,000	18,000,000	18,000,000	18,000,000
1	Research support		7,500,000	7,500,000	7,500,000	7,500,000	7,500,000	7,500,000
1	Financial audit		2,225,883	2,225,883	2,225,883	2,225,883	2,225,883	2,225,883
1	Financial for Global Achievement Academy building		2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
1	SEMA TECH (\$2.5 million over 5 years)		500,000	500,000	500,000	500,000	500,000	500,000
1	Academic advising (Duke's PeopleSoft Conversion)		1,650,000	1,650,000	1,650,000	1,650,000	1,650,000	1,650,000
1	Load Testing Performance Tuning (Duke's PeopleSoft Conversion)		52,250	52,250	52,250	52,250	52,250	52,250
3	Project Surface		3,500,000	3,500,000	3,500,000	3,500,000	3,500,000	3,500,000
1	PBS Partnership (reducing purchase price)		1,981,215	1,981,215	1,981,215	1,981,215	1,981,215	1,981,215
1	Development - Enhancement Plan		1,400,000	1,400,000	1,400,000	1,400,000	1,400,000	1,400,000
2	Regional campus		1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
2	Venue HVEC Repair		1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
3	Graduate fellowships to enhance retention		695,000	695,000	695,000	695,000	695,000	695,000
3	Merit-based scholarships for 2014-15		700,000	700,000	700,000	700,000	700,000	700,000
1	Conference entrance fees (5 years through 2016-17)		600,000	600,000	600,000	600,000	600,000	600,000
2	Organizational structure revamp (RFP)		95,000	95,000	95,000	95,000	95,000	95,000
2	Key building		320,000	320,000	320,000	320,000	320,000	320,000
2	Research support		150,000	150,000	150,000	150,000	150,000	150,000
2	Crivine Village Project Labor and Coordinator		250,000	250,000	250,000	250,000	250,000	250,000
2	Performance plan payments		222,000	222,000	222,000	222,000	222,000	222,000
2	Contract management software (Legal)		50,000	50,000	50,000	50,000	50,000	50,000
2	Oracle Contract 5-year payback (through 2019-20)		-	7,647,005	-	7,647,005	-	7,647,005
2	Crail Lab		-	2,000,000	-	2,000,000	-	2,000,000
2	Boggy Creek Bond Assesment (one development begins)		-	-	-	-	-	-
2	Health Sciences Campus support (pending but not approved)		-	-	-	-	-	-
E	Total non-recurring allocations	23,228,453	54,400,503	29,178,641	67,049,931	3,829,761	2,474,887	(2,799,237)
5	Total Recurring and Non-recurring Allocations							
5	Non-recurring allocations	14,570,777	19,202,162	16,348,851	20,629,116	14,787,867	14,119,886	14,119,886
5	Recurring allocations	23,228,453	54,400,503	29,178,641	67,049,931	3,829,761	2,474,887	(2,799,237)
	Total allocations	37,799,230	73,602,665	45,527,492	87,679,047	18,617,628	16,594,773	11,319,649

Projected Central Reserve  
Sources and Uses of Available Funds  
Updated 1/19/15

	2014-15 Beg of Year	Distribution of Rate Increase	Faculty Unes <sup>1</sup>	Salary Increase	2014-15 Commitments	2014-15 End of Year
<b>RECURRING SOURCES AND USES</b>						
2010-11 3% Holdback	\$ 7,100,000	\$ -	\$ -	\$ (7,100,000)	\$ -	-
2010-11 Rate increase held to address student faculty ratio	2,210,033	-	(2,210,033)	-	-	-
2012-13 Tuition rate increase funds, excluding 30% DT	12,654,792	(12,654,792)	-	-	-	-
2013-14 Tuition rate increase funds (1.7% CPI)	1,600,553	-	-	-	(1,600,553)	-
2014-15 Projected increase in tuition - ESTIMATE	2,000,000	-	-	-	(2,000,000)	-
Recurring Institutional Investments Reserve	2,219,764	1,265,479	(377,750)	-	(3,107,493)	-
2014-15 Performance Funding - ASSUMES RECURRING	21,880,156	-	(9,380,033)	-	-	12,500,123
Undesignated central reserve	17,650,314	-	2,587,783	(3,405,735)	(4,657,234)	12,175,128
<b>Total Available Recurring Funds</b>	\$ 67,315,612	\$ (11,389,313)	\$ (9,380,033)	\$ (10,505,735)	\$ (11,365,280)	\$ 24,675,251
<b>NON RECURRING SOURCES AND USES</b>						
Central carry forward	\$ 59,105,847	\$ -	\$ -	\$ -	\$ (68,666,222)	\$ (9,560,375)
<i>Transfer of non recurring reserves from JUIS - ESTIMATE</i>	\$ 59,105,847	\$ -	\$ -	\$ -	\$ (68,666,222)	\$ (9,560,375)
<b>Total Available Non-recurring Funds</b>	\$ 118,211,694	\$ -	\$ -	\$ -	\$ (68,666,222)	\$ (9,560,375)
<b>Total Unused Funds</b>	\$ 176,427,306	\$ -	\$ -	\$ -	\$ (79,031,502)	\$ 97,395,804

<sup>1</sup> Assumes these funds are fully spent in 2014-15, which is unlikely due to timing of hires. This will generate carryforward that could be used (in addition to departmental carryforward funds) to fund start up packages.

**Additional Capital Requests:**

Column	2014-15	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
Interdisciplinary Research Building (I&E)	\$ 10,000,000	\$ 7,647,005	(1,529,401)	(1,529,401)	(1,529,401)	(1,529,401)	(1,529,401)
	3,000,000	-	-	-	-	-	-
	\$ 13,000,000	\$ 7,647,005	(1,529,401)	(1,529,401)	(1,529,401)	(1,529,401)	(1,529,401)

	2014-15 Commitments
Faculty Promotional Increases, TIP, RIA, SOTL	\$ 1,069,461
Pay Salary increase annualization	2,479,727
National Merit and Provost Scholars	3,107,493
Phase-in to recurring	4,708,599
<b>Total - Recurring</b>	\$11,365,280

Renovations	\$21,000,000
Research support	23,000,000
Foundation support	4,500,000
Academic/ Academic Advising	4,192,526
Project Surface	3,500,000
Financial aid and scholarships	2,325,883
Facilities (EHS/DEM, Re-Key, Cameras, etc.)	2,895,074
Finance and Accounting (swap)	2,500,000
Police	1,939,950
PBS Partnership	1,981,215
Regional Campuses	1,500,000
Convocation Center rent	1,000,000
Organizational Structure Review	700,000
President's office support	704,000
Conference Dues	600,000
Other	1,096,473
Phase-in to recurring	(4,708,599)
<b>Total - Non-recurring</b>	\$68,666,222

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### Budget Transfer Request

Budget Transfer # **RV-RSV** **15084**

Date: 06/19/15  
 Requesting Department: P&A  
 Requestor: Christy Tarr

Transfer From (This will be a credit amount ex: -1,000.00)

Dept Number	Dept Name	Fund	Amount
00010907	FUND-CARRY FORWARD	10001	-18,000,000.00
02010710	AP-VP-CARRY FORWARD	10001	-18,000,000.00
<b>Total</b>			<b>(36,000,000)</b>

Transfer To (This will be a debit amount ex: 1,000.00)

Dept Number	Dept Name	Fund	Amount
02010710	AP-VP-CARRY FORWARD	10001	18,000,000.00
02800703	FUND-CARRY FORWARD	10001	18,000,000.00
<b>Total</b>			<b>36,000,000</b>

Approved: Christy Tarr  
 Date: 6/19/2015  
 Recommended: Sney Vu  
 Date: 6/19/2015  
 Dean / Director

Purpose of Transfer (254 character limit)  
 Transfer reserve funds for Colburn Hall renovation. Temporary increase to division's base budget.

Note: Send the budget transfer request by e-mail to the appropriate approval level for processing. Identify the budget transfer number in the subject line. Keep a copy for your records.

# University of Central Florida 2014-15 E&G Budget Summary of Allocations and Reserve

## PERMANENT BEGINNING OF YEAR ALLOCATIONS

	UNIVERSITY DIVISIONS						UNIVERSITY RESERVES			Medical School		
	Academic Afrgrs	Admin & Finance	President's Division	SMCA	Marketing and Communications	University Relations	Total Divisions	Recurring Investments	Non-Recurring	Total Central Reserve	Medical School	
2013-14 End of year total budget, including all allocations	\$ 432,320,401	\$ 95,833,155	\$ 19,831,181	\$ 2,056,541	\$ 6,006,714	\$ 2,353,224	\$ 538,401,216	\$ 41,110,860	\$ 736,646	\$ 11,153,570	\$ 53,020,076	\$ 48,249,923
<b>State Funding</b>												
Performance based funding	\$ 719,919	\$ 197,646	\$ 29,629	\$ 47,078	\$ -	\$ 2,902	\$ 997,174	\$ 21,890,156	\$ -	\$ 21,890,156	\$ -	\$ 62,876
Competitive pay adjustment (amortization)	116,422	377	1,415	188	-	-	116,422	2,196,3	-	2,196,3	-	137,462
Graduate assistant competitive pay adjustment (amortization)	284,731	49,106	2,647	2,967	-	-	299,771	39,391	-	39,391	-	2,468
OPB state group health insurance (amortization)	2,042,187	442,731	81,872	46,015	-	-	2,620,806	61,612	-	61,612	-	63,640
Health insurance premium increase (amortization)	-	-	-	-	-	8,000	-	834,752	-	834,752	-	-
FRS (united health insurance subsidy)	-	-	-	-	-	-	-	-	-	-	-	-
Retention system normal costs	-	-	-	-	-	-	-	-	-	-	-	-
Departmental Presence	2,000,000	-	-	-	-	-	2,000,000	-	-	-	-	-
Center for Reading - Station	2,500,000	-	-	-	-	-	2,500,000	-	-	-	-	-
Print copiers/maintenance for new space	-	-	-	-	-	-	-	-	-	-	-	-
Medical School - Year 7 phase in funds	-	737,541	-	-	-	-	737,541	-	-	-	-	475,594
<b>University designated</b>												
2013-14 salary increase - initial 1% (non-union A&E and all USFS)	294,892	83,523	32,420	32,023	-	3,872	446,730	446,730	-	446,730	-	-
2013-14 salary increase - additional 1% (non-union A&E and all USFS)	486,947	127,181	50,001	26,176	-	6,422	598,327	698,327	-	698,327	-	-
2013-14 salary increase - 2% (non-union A&E and all USFS)	1,132,564	110,217	463	463	-	-	1,133,979	1,133,979	-	1,133,979	-	-
Market adjustment for lower paid employees	89,519	-	-	-	494	-	2,100,693	2,100,693	-	2,100,693	-	-
New faculty hires, previously committed (13 to 20 lines)	2,210,033	-	-	-	-	-	2,210,033	(2,210,033)	-	(2,210,033)	-	-
New faculty hires (50 to 70 lines)	7,170,000	-	-	-	-	-	7,170,000	(5,194,757)	-	(1,975,243)	-	-
Faculty proportional increases (amortization)	7,185	-	-	-	-	-	7,185	(7,185)	-	(7,185)	-	-
Institute - proportional increases (amortization)	1,500,863	-	-	-	-	-	1,500,000	(863)	-	(863)	-	-
National Invent and Provis Scholars Program	(400,000)	-	-	-	-	-	(400,000)	400,000	-	400,000	-	-
Permanent reduction for emi savings	(400,000)	-	-	-	-	-	(400,000)	(352,276)	-	(352,276)	-	-
Library materials/electronic journal subscription	353,276	2,045	-	-	-	-	355,321	(355,321)	-	(355,321)	-	-
University fine arts insurance policy	-	-	78,000	-	-	-	78,000	(78,000)	-	(78,000)	-	-
New chief fiscal officer	-	-	-	-	-	-	-	16,043	-	16,043	-	-
Legal Scholar BSAK	-	-	-	-	-	-	-	175,000	-	175,000	-	-
Environmental Health & Safety/Emergency Management	-	1,486,300	-	-	-	75,000	1,486,300	(1,486,300)	-	(1,486,300)	-	-
Police - new officers	-	338,446	-	-	-	-	338,446	(338,446)	-	(338,446)	-	-
Police - 2013-14 special pay increase	-	13,806	-	-	-	-	13,806	(13,806)	-	(13,806)	-	-
HR Position for Affordable Health Care Act	-	93,985	-	-	-	-	93,985	(93,985)	-	(93,985)	-	-
Emergency	-	93,985	-	-	-	-	93,985	(93,985)	-	(93,985)	-	-
Full salary market adjustment	32,500	12,375	-	-	-	-	32,500	(32,500)	-	(32,500)	-	-
Signus Magazine	-	-	-	-	350,000	-	350,000	(350,000)	-	(350,000)	-	-
SMCA support	-	-	-	-	-	-	-	267,500	-	267,500	-	-
University relations promotion	-	-	-	-	-	21,135	21,135	(21,135)	-	(21,135)	-	-
Reverse 2010-11 transfer	-	-	-	-	-	-	-	51,353	-	51,353	-	-
Technical transfer: OPS state group health insurance (amortization)	25,991	-	-	-	-	-	25,991	(39,391)	-	(39,391)	-	(25,991)
<b>Unbudgeted/Reserve</b>												
Reverse Union Budget held in reserve	-	-	-	-	-	-	-	(1,418,476)	-	(1,418,476)	-	-
Reverse unallocated 2013-14 Union Budget held in reserve	-	-	-	-	-	-	-	1,418,476	-	1,418,476	-	-
2013-14 Union Budget increase held in reserve	-	-	-	-	-	-	-	3,124,043	-	3,124,043	-	-
Reverse projected differential for reclassified and held in reserve	-	-	-	-	-	-	-	(788,411)	-	(788,411)	-	-
2014-15 projected differential for reclassified and held in reserve	-	-	-	-	-	-	-	1,016,346	-	1,016,346	-	-
Decrease in projected interest	-	-	-	-	-	-	-	(1,000,000)	-	(1,000,000)	-	-
Distribution of 2012-13 union rate increase	10,104,474	599,995	187,245	111,791	-	25,868	11,389,315	(11,389,315)	-	(11,389,315)	-	-
Medical School - adjust in Union	(16,073)	-	-	-	-	-	(16,073)	78,073	-	78,073	-	-
Medical School - adjust in Union	-	-	-	-	-	-	-	-	-	-	-	2,105,620
Total Permanent Allocations	\$ 30,537,250	\$ 4,942,908	\$ 484,112	\$ 533,739	\$ 350,454	\$ 142,939	\$ 36,977,442	\$ 1,449	\$ (2,219,764)	\$ (2,218,315)	\$ -	\$ 2,862,070

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University of Central Florida  
2014-15 EAG Budget Summary of Allocations and Reserve

TEMPORARY Beginning of Year Allocations

Academic Affairs	Admin & Finance	President's Division	SMCA	Marketing and Communications	University Relations	Total Divisions	Recurring Investments	Non-Recurring	Total Central Reserve	Medical School
Revenue 2013-14 temporary allocations and carryforward										
Carryforward- ESTIMATE										
State funding										
2013-14 BGC Amendment 5600 Bonus										
Center for Reading - Station										
Dual Enrollment										
Amplifying online education initiative										
STEM Instructional Enhancement										
Evans Community School										
Lou Frye Institute										
Chris and Cedric Research										
University designated										
Reserve allocations from non-recurring funds:										
Development - Enhancement Plan										
Foundation support										
Convocation Center rent										
Administrative allocations:										
Creative Village project liaison and coordinator										
CEM- new key/career/assistant positions										
Academic advising (DARS/SPS conversion)										
Research support										
Seminar (Year 3 of 5)										
PBS partnership										
Development - Enhancement Plan										
Conference entrance fees										
Total temporary allocations (including change in carry forward)										
2014-15 Beginning of year total budget										
PERMANENT MID-YEAR ALLOCATIONS										
PERMANENT allocations to be recorded during the year										
FRS retiree health insurance subsidy- ESTIMATE										
Retirement system normal costs- ESTIMATE										
EAG interest allocation										
2014-15 Salary increases (to be allocated among divisions)										
Faculty promotional increases										
Instructor promotional increases										
TIP, RIA, SOTL										
Pegasus Magazine										
CEM- new key/career/assistant positions										
Police payroll/operating shortfall										
Total to be allocated from recurring funds										

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# University of Central Florida 2014-15 E&G Budget, Summary of Allocations and Reserve

TEMPORARY allocations to be recorded during the year

- Reserving allocations from non-recurring funds:**
- UCF Knight Success Grant
  - Undergraduate education pilot projects
  - Academic advising costs
  - President's Office support
  - EOA position
  - Health Sciences Campus chilled water expenses
  - Health Sciences Campus Boggy Creek assessment
  - Health Sciences Campus property taxes
  - Health Sciences Campus PDM
  - PDM - FSEC
  - OBV camera animal maintenance
  - Foundation support
  - Student recurring items
- Non-recurring allocations:**
- Column Hall renovations
  - Investment in research (seed)
  - Financial aid audit
  - Lead testing performance tuning (DARS/SRS conversion)
  - Project Surface
  - Graduate fellowships
  - Organizational structure review
  - Re-key building
  - IC project Florida Hospital & Tavistock
  - Creative Village project liaison and coordinator
  - Performance plan payments
  - Student non-recurring items
  - Total to be allocated from non-recurring funds

	University Divisions							Total	University Reserves		Total Central Reserve	Medical School
	Academic Affairs	Admin & Finance	President's Division	SMCA	Marketing and Communications	University Relations	University Divisions		Reserving	Non-Recurring		
	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ (100,000)	\$ (100,000)	
	1,000,000	-	-	-	-	-	1,000,000	-	-	(1,000,000)	(1,000,000)	
	150,000	-	500,000	-	-	-	650,000	-	-	(150,000)	(150,000)	
	-	-	90,000	-	-	-	90,000	-	-	(90,000)	(90,000)	
	-	2,500,000	-	-	-	-	2,500,000	-	-	(2,500,000)	(2,500,000)	
	-	-	45,000	-	-	-	45,000	-	-	(45,000)	(45,000)	
	-	-	3,000	-	-	-	3,000	-	-	(3,000)	(3,000)	
	-	-	252,836	-	-	-	252,836	-	-	(252,836)	(252,836)	
	-	-	373,000	-	-	-	373,000	-	-	(373,000)	(373,000)	
	-	-	150,000	-	-	-	150,000	-	-	(150,000)	(150,000)	
	\$ 1,350,000	\$ 3,323,836	\$ 1,790,000	\$ -	\$ -	\$ -	\$ 6,463,636	\$ -	\$ -	\$ (6,463,636)	\$ (6,463,636)	
	-	18,000,000	-	-	-	-	18,000,000	-	-	(18,000,000)	(18,000,000)	
	-	15,000,000	-	-	-	-	15,000,000	-	-	(15,000,000)	(15,000,000)	
	2,000,000	-	-	-	-	-	2,000,000	-	-	(2,000,000)	(2,000,000)	
	52,250	-	-	-	-	-	52,250	-	-	(52,250)	(52,250)	
	3,560,000	-	-	-	-	-	3,560,000	-	-	(3,560,000)	(3,560,000)	
	695,000	193,000	-	-	-	-	888,000	-	-	(888,000)	(888,000)	
	210,000	320,000	-	-	-	-	530,000	-	-	(530,000)	(530,000)	
	280,000	-	-	-	-	-	280,000	-	-	(280,000)	(280,000)	
	188,500	-	-	-	-	-	188,500	-	-	(188,500)	(188,500)	
	136,500	33,510,000	40,500	45,000	-	-	33,612,500	40,500	45,000	(33,612,500)	(33,612,500)	
	7,392,250	36,833,836	1,830,500	45,000	-	-	45,051,586	40,500	45,000	(45,051,586)	(45,051,586)	
	5,787,724	-	-	-	-	-	5,787,724	-	-	(5,787,724)	(5,787,724)	
	14,372,739	-	-	-	-	-	14,372,739	-	-	(14,372,739)	(14,372,739)	
	27,107,940	-	-	-	-	-	27,107,940	-	-	(27,107,940)	(27,107,940)	
	47,266,457	-	37,752,638	-	-	-	85,019,095	-	-	(85,019,095)	(85,019,095)	
	(14,372,739)	-	-	-	-	-	(14,372,739)	-	-	(14,372,739)	(14,372,739)	
	32,895,664	-	-	-	-	-	32,895,664	-	-	(32,895,664)	(32,895,664)	
	\$ 32,895,664	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 32,895,664	\$ -	\$ -	\$ (32,895,664)	\$ (32,895,664)	

COMPOSITION OF CENTRAL RESERVE

2014-15 projected Union held in reserve

Permanent allocations to be recorded during the year

Available recurring reserve

2013-14 carryforward funds (estimate)

Subtotal

Permanent allocations to be recorded during the year

Recurring reserves as of July 1, 2014

Non-recurring allocations to be recorded during the year

Total available reserves as of July 1, 2014

	Recurring	Non-recurring
Reserve	\$ 5,787,724	\$ -
Investments	14,372,739	-
Carryforward	27,107,940	37,752,638
	47,266,457	37,752,638
	(14,372,739)	-
	32,895,664	(47,051,586)
	\$ 32,895,664	\$ (9,298,948)

Recommended for approval:

*A. Dale Whitham*

A. Dale Whitham, Provost & Vice President for Academic Affairs

Approval: *John C. Hill*

John C. Hill, President

Date: 8-8-14

Date: 8/11/14

8/11/2014 11:23 AM



DOCUMENT

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UNIVERSITY OF CENTRAL FLORIDA

**University of Central Florida  
Board of Trustees Special Teleconference Meeting  
December 12, 2018**

*Please conference in by 8:30 a.m. as the item under review will be discussed in the committee meeting immediately preceding this special teleconference meeting.*

**President's Boardroom, Millican Hall, 3<sup>rd</sup> floor  
Conference call in phone number 800-442-5794, passcode 463796**

**AGENDA**

- |                              |  |
|------------------------------|--|
| 1. Welcome and call to order | Marcos Marchena, Chairman                      |
| 2. Roll Call                 | Grant J. Heston, Associate Corporate Secretary |
| 3. Public Comment            | Grant J. Heston                                |
| 4. New Business              | Chairman Marchena                              |
| FF – 1      Approval         | Carry Forward Spending Plan                    |
| 5. Other new business        | Chairman Marchena                              |
| 6. Adjournment               | Chairman Marchena                              |

ITEM: FF-1

**University of Central Florida  
Board of Trustees**

**SUBJECT:** E&G Carryforward Spending Plan

**DATE:** December 12, 2018

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**PROPOSED BOARD ACTION**

Recommend to the University of Central Florida Board of Trustees approval of the plan for spending the “Committed” portion of the University’s remaining 2017-18 E&G Carryforward funds.

**BACKGROUND INFORMATION**

As required by the Board of Governors, all Florida universities must provide updated plans for spending the “Committed” portion of their remaining 2017-18 E&G Carryforward funds. The updated plans must be approved by the University Board of Trustees prior to submission to the Board of Governors by January 4, 2019, for its January 30-31 board meeting.

UCF has updated its August 2018 E&G Carryforward plan as of November 30, 2018 as shown in Attachment A.

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**Supporting documentation:** Attachment A: E&G Committed Carryforward Spending Plan

**Prepared by:** Kathy Mitchell, Interim Chief Financial Officer

**Submitted by:** Kathy Mitchell, Interim Chief Financial Officer

Attachment A

University of Central Florida  
 Education and General (E&G)  
 2018-19 Operating Budget – Beginning E&G Carryforward Fund Balance Composition  
 Excluding College of Medicine and Florida Center for Students with Unique Abilities  
 November 30, 2018

	<u>University</u>
A. Beginning E&G Carryforward Fund Balance Before Encumbrances	174,204,733
B. Expenditures as of August 21, 2018	6,913,323
C. Encumbrances as of August 21, 2018	<u>48,636,048</u>
D. E&G Carryforward Balance as of August 21, 2018	118,655,453
=====	
Additional Expenditures, Encumbrances, and Reimbursements as of November 30, 2018:	
Student Financial Assistance	-40,000,000
Critical Deferred Maintenance Projects	-20,000,000
Other Expenditures, Encumbrances, and Reimbursements *	<u>+52,522,542</u>
D. E&G Carryforward Balance as of November 30, 2018	111,177,995
E. Restricted/Contractual Obligations	
5% Statutory Reserve Requirement	31,931,049
Other Restricted/Contractual Obligations	<u>58,653,556</u>
Total Restricted/Contractual Obligations	90,584,605
F. Commitments	
Academic and Student Affairs	
Faculty Research Support	9,311,210
Faculty Recruitment and Start-up	5,687,830
UCF Downtown	3,414,000
Student Welfare	
Digital Learning Course Redesign Initiative	1,119,659
Undergraduate Student Support	476,695
Graduate Student Support	<u>583,996</u>
Total Commitments	20,593,390
G. Available E&G Carryforward as of November 30, 2018	<u><u>0</u></u>

\* This includes reimbursement for E&G funds incorrectly used for capital projects, recording unrealized gains, less other expenditures and encumbrances from August 21<sup>st</sup> – November 30<sup>th</sup>.

**Finance and Facilities Committee Meeting  
December 12, 2018**

**Details for the \$52,522,542 in Other Expenditures, Encumbrances, and Reimbursements to arrive at the 2017-18 E&G Carryforward balance as of November 30, 2018:**

+ \$38.2 M	cash paid for construction of Trevor Colbourn Hall
+ \$13.8 M	cash paid for 8 additional repair, renovation or construction projects
+ \$32.4 M	funds that had been transferred to – but not spent for – those 8 additional projects
+ \$12.9 M	unrealized gains on E&G investments that we recorded and budgeted
- \$ 5 M	research (at the BRIDG facility in Osceola County)
- \$ 5 M	deferred maintenance allocated by the University Budget Committee in July 2018
- \$11 M	scholarships
- \$24.6 M	normal purchasing cycle transactions
<hr/>	
\$52.5 M	Net Increase in Other Expenditures, Encumbrances, and Reimbursements



### E&G Committed Carryforward Funds Certification Form

Although not required by the Board of Trustees Capital Projects Funding Certification Policy, this form is presented as a one-time method to assure the Board of Trustees as to the appropriateness of the proposed uses of the Committed portion of the 2017-18 E&G Carryforward funds as of November 30, 2018.

Description: Proposed use of Committed E&G Carryforward funds remaining as of November 30, 2018

Academic and Student Affairs	
Faculty Research Support	9,311,210
Faculty Recruitment and Start-up	5,687,830
UCF Downtown	3,414,000
Student Welfare	
Digital Learning Course Redesign Initiative	1,119,659
Undergraduate Student Support	476,695
Graduate Student Support	<u>583,996</u>
Total Commitments	20,593,390

Funding source(s): \$20.5 million in 2017-18 E&G Carryforward funds as of November 30, 2018

Dale Whittaker  
 \_\_\_\_\_  
 President

12/12/18  
 \_\_\_\_\_  
 Date

Misty Shepherd  
 \_\_\_\_\_  
 Vice President

12/12/18  
 \_\_\_\_\_  
 Date

Kathryn Mitchell  
 \_\_\_\_\_  
 Chief Financial Officer

12/12/18  
 \_\_\_\_\_  
 Date

W. Aaron Cole  
 \_\_\_\_\_  
 General Counsel

12/12/18  
 \_\_\_\_\_  
 Date