TO: Academic Vice Presidents and Deans

FROM: Pamela Whitten
Senior Vice President for Academic Affairs & Provost

DATE: September 17, 2014

RE: FY 2015 One-Time Budget Requests

As we work on our short and long-term goals which are aligned with the University's strategic plans, there may be needs for one-time funding which cannot be achieved through your unit's redirection of existing budgets or postponement of expenditures. To determine the scope and range of the one-time funding needs, I am seeking well-developed plans from you. FY 2015 one-time funding requests will be evaluated and considered based on how closely they align with the institutional priorities we have discussed:

- instructional innovation,
- improving student progress toward graduation,
- increasing summer enrollment and/or online instructional options,
- enhancing graduate education through increases in quality and quantity of new graduate students,
- increasing research productivity and external grant funding,
- increasing private gifts and pledges, and
- impacting the state through outreach and economic development.

Please submit your requests anytime between now and January 15, 2015 electronically to Chris Miller at chrisjm@uga.edu. For each request made, include:

- the items or services needed,
- how this expenditure works towards or accomplishes one or more of the institutional priorities listed above,
- if applicable, how this expenditure in FY15 may mitigate additional expense/cost avoidance in future years,
- the total one-time costs,
- the amount of any matching funding and other resources to be provided by your school/college/unit for the items or services, and
- if applicable, how you will manage recurring costs in future years.

If your request is approved, the FY15 funds must be spent or encumbered by the end of the 2015 fiscal year. No requests for carry-forward will be considered.

Thank you for the leadership you provide as the institution works towards these goals and the associated budget planning process associated with such progress.

c: President Jere W. Morehead
Vice President Ryan Nesbit