

FY27 & FY28 Budget Preparation Guidelines General University Fee, Student Health Services Fee

Please note the following guidelines for preparing your budget packet for review by the Student Activity and Service Fee Advisory Committee:

Timetable:

Friday, October 31	<i>Deadline for submission</i> of budget packet to Office of the Vice President for Student Life and Enrollment
Tuesday, November 11	<i>Open Forum</i> with Student Activity and Service Fee Advisory Committee for students to ask questions of the Committee prior to the scheduled public hearings
Wednesday, November 12 & Thursday, November 13	<i>Public Hearings</i> held
Mid-December	<i>Recommendations</i> for submitted to the Provost and Executive Vice President for Academic Affairs, Vice President for Student Life and Enrollment and the Vice President for Finance
Late Fall/Early Spring	<i>Senior Administration review recommendations</i>

Authority and Approvals: The Student Activity and Service Fee Advisory Committee is **advisory** to the Provost, Vice President for Student Life and Enrollment, and the Executive Vice President for Finance and thus our charge is to make recommendations regarding any increase in the allocation of the General University Fee to individual departments. If the recommendations are endorsed by the University Administration, they will determine how and if any increase is sent to the Board of Trustees for consideration.

The Budget Packet: Please provide the full financial and narrative information as requested on the attached spreadsheet as well as respond to the narrative questions provided (use whatever space is necessary to answer the question appropriately). Please note that the committee is interested in reviewing summary information about your budget, as requested, and excessive detail is generally unnecessary.

Assistance in preparing your budget packet: The staff in the University's Budget Office are available to assist you in preparing your budget packet. Please feel free to call your budget analyst with specific questions.

Department Information and Narrative Questions
Fall 2025 for FY27 (July 1, 2026 – June 30, 2027) and FY28 (July 1, 2027 – June 30, 2028)

DEPARTMENT NAME:

Staff involved in preparing budget:

- **Department Head: David Benedict – Athletic Director**
- **Budget staff: William Guerrero – Athletics CFO**
- **Other staff: Maureen O'Connor & Nate Patrylak**

ORGANIZATION STRUCTURE

Attached.

FINANCIAL INFORMATION

Attached.

NARRATIVE INFORMATION

Please answer the following questions in as much detail as necessary to support your budget proposal. For your current year (FY26) and next following TWO year's (FY27 AND FY28) budget, it will be important to know your expected expenses and the necessary revenue to cover these expenses. The following questions are designed to collect the important information that will help the Committee, and the senior administration, understand your department specific circumstances.

1. Briefly describe the programs and services provided that are funded by a) the General University Fee/Student Health Fee, and b) are funded by other revenue (if applicable).
 - Athletics continues to enhance and improve our student workforce and their experiences while working for our department. In FY25, we were able to hire and train almost 350 student employees, who worked for almost every single department, and many of our sports. For the current fiscal year, we have already employed almost 300 student employees and that number will increase as we enter basketball seasons, and eventually the Spring semester. Our goal is to continue to grow those numbers and provide opportunities for as many students as possible to gain the invaluable experience offered in collegiate athletics operations at UConn.
 - New to the 2025-26 academic year, is an expanded student manager program. We have built student manager positions for all sports into our FY26 student payroll budget. This expansion further allows the student body to gain experience while working directly with an NCAA Division 1 sport. Prior to this expansion, about half of our sports had regular student managers. Furthermore, these managers are able travel with teams, work during regular season and postseason games, and have office hours where they interact directly with coaches and student-athletes.
 - With several ongoing capital projects, including major renovations in the Greer Field House and Gampel Pavilion, student workers in our Facilities and Operations team have been instrumental in ensuring those projects meet certain deadlines. For those pursuing careers in that industry, they are going invaluable experience while being able to witness and work towards the opening of some other facilities, such as the Toscano Family Ice Forum and UConn Volleyball Center.
 - Through partnerships with NEAG And Sport Management, Athletics has several volunteer internships for credit hours. These interns are able to work directly with Athletics Leadership and gain experience at a high level in our industry, while earning credits towards their degrees.
 - Our Marketing Department has a large focus on student fans and their gameday experience. With programs like Top Dogs and our student rewards app, students are rewarded for attending games with gear. They are also always picked at random to compete in on-court activities through our corporate partners.

- Finally, Athletics continues to prioritize the UConn student experience – through employment and gameday experiences alike. We aim to positively impact as many students across our campus as possible, and some events begin as unplanned ideas, such as Coach Hurley’s Open Practice for students only, that occurred at the start of the 2025-26 season. Our GUF Funding allows us to pivot and pull off as many impromptu events as possible throughout the year – open practices like that, or even food and prize giveaways for the students who have been in line for our games for hours on end!
2. Please explain any significant changes (positive and negative) in this year’s budget/spending plan from last year.
- Athletics continues to see an annual growth in external ticket sales, and philanthropic donations associated with those ticket sales (seat donations); additionally, in FY26, Athletics has made tremendous efforts in increasing sponsorship revenues. However, on the expense side, we continue to see a large increase in union-mandated pay increases for our coaches and staff, as well as the introduction of revenue sharing in the NCAA landscape. These figures essentially offset each other each year, which makes our GUF allocation vital to maintaining our operations and programming for students.
3. Describe other sources of revenues for your unit, if any. Do you anticipate any changes in the other sources of revenue (either increases or decreases), during the current year (FY26) or for your proposed budget in FY27 and FY28? If so, please explain.
- Ticket Sales, Seat Donations, Conference and Corporate Sponsorship Revenues, all assist Athletics in balancing our budget annually, however, as described above, we also face large increases in Scholarship and Payroll costs, due to University and union-mandated increases in those areas. Those uncontrollable expense increases are typically offset by increases in the above revenues. Moving into FY27 and FY28, we plan to continue to increase philanthropic efforts and sponsorship revenues and continue to further offset costs of new expense types like revenue sharing for student-athletes.
4. Staff counts
- a. Please identify the number of filled full-time equivalent staff (this may be different than the headcount of employees if any staff work less than 100%.) and how they are funded – GUF vs other revenue. Note: Graduate Assistantship count as .5 FTE.
 - We employ around 165 full-time staff, and an additional 7.5 FTE’s from Graduate Assistantships (15 GA’s within Athletics). Our full-time staff are funded through other sources of revenue.
 - b. Please identify the number of vacant full-time equivalent staff that are supported by your annual budget (again, this may be different than the number of positions unfilled if any of the vacancies are designated as less than 100%).
 - Athletics typically does not carry any vacant full-time positions.
 - c. Do you have any special payroll staff? If so, what is their role? 1) in place of vacant positions, 2) supporting temporary needs, or 3) other (please explain)?
 - We employ special payroll staff to support temporary needs. These positions include gameday or office assistants in our video, marketing and ticket operations groups. These positions are also funded through other (non-GUF) sources of revenue.
5. For planning purposes only, the collective bargaining increases for FY27 and FY28 for all staff can be estimated at 4.5% (contracts have NOT yet been finalized) and the fringe benefits rate should stay at the current FY26 rate (please see the full list of rates [here](#)). Based on this information, do you anticipate

needing additional funds to cover any annual increase in salary expenses for your current staff that are not able to be covered with your current (FY26) budget? If so, what is the anticipated total increase needed (please list as % increase over FY26 amount AND actual dollar amount). Note: If additional funds are needed and approved for salaries by the central administration, the Budget Office will determine the amount to be allocated based on ACTUAL changes to staff salaries once those increases are known (summer of FY27 and summer FY28 respectfully). Are there other increases for Personnel Services for current FTE's that are not related to CBI increases? If yes, please explain in necessary detail.

- The Division of Athletics will typically use increases in other athletic-related revenues to offset these CBI's.
6. After developing your FY27 and FY28 current services budget proposal (budget for your current programs, services, and staff) and identifying your corresponding expenses, is your budget supported by your current revenue? If no, please provide the necessary details for the following (note there may be additional information requested in support of your budget proposal. If such additional information is needed, the Committee will inform you of this request as soon as possible).
- a. CURRENT SERVICES - What portion of the requested amount (% increase over FY26 AND actual dollar amount) is for operating funds to maintain current services, (i.e., no additional programs or services)?
 - Athletics is requesting a 2.5% increase going into FY27 and an additional 2.5% on top of that for FY28. This equates to roughly \$130,000 each year (\$260,000 from FY26 to FY28). These increases are specifically tied to increases in minimum wage in CT, as well as increased stipends and costs associated with graduate assistantships.
 - On top of this slight increase, Athletics is requesting \$250,000 annually for a deferred maintenance account. This amount represents a portion of the costs associated with replacing the playing surfaces within our shared facilities. Remaining costs would come from other funding sources across the University and Athletics.
 - b. What opportunities have you taken to reduce, eliminate or reallocate funds to mitigate these requested increases?
 - Athletics continually strives to find new sources of revenues and reductions in expenses to help offset future costs, however, those efforts are typically offsetting non-GUF costs such as scholarship and CBI increases.
7. What would be the potential impact on your programs/services and on the overall student experience if the proposed increase listed above were not approved?
- If the increase proposed above is not approved, Athletics will need to review our student employment practices and place limitations on certain areas. This would reduce the number of students we can employ within Athletics.
 - There is a new request for a deferred maintenance fund, which is \$250K annually. If that is not approved, it just makes the replacement of shared playing surfaces more difficult. This fund would allow regular replacement of these surfaces as they hit their lifespan. Again, this amount is only a small portion of the funds needed to replace the various surfaces, calculated using estimated usage by the general student population, and the Athletics population.
8. What are the current (end of FY26) and projected (end of FY27 and end of FY28) levels of your reserves/fund balances for all accounts under your purview? What plans do you have for these resources and over what

period? Please explain in as much detail as necessary to help the Committee understand the level and purpose of any fund balance/other account.

- The Division of Athletics does not carry fund balances into future fiscal years. For our new request of a deferred maintenance fund for our shared facilities, we would carry that balance (if any) into future fiscal years. Using our master maintenance plan, these funds will be used to replace shared surfaces in our facilities (turf / court).

9. Within the next two years (FY27-FY28), do you anticipate any needs that are not able to be covered by your annual operating budget? If yes, please provide a description of the need, why it is necessary, the anticipated cost, if known, and any additional information that would be useful for the committee to understand.

- Athletics does not anticipate any needs that are not able to be covered by our annual operating budget and current GUF allocations. However, with our new request, the full replacement of any particular surface is difficult to fund in a single year – our goal with the deferred maintenance request is to help fund the replacement of those surfaces. For example, in FY27, we will need to replace the turf in the Shennan Training Center, which is used by a large variety of student groups – the approval of this deferred maintenance fund, would give us roughly 30-40% of that full cost.

10. Please describe how students (number/percentage of students) utilize your services and/or participate in your programs. Do others benefit from your programs and services? If yes, please explain.

- The Division of Athletics employs roughly 300 student employees on an annual basis. These student workforces continue to gain invaluable experience while working with our sports and support units – they add unique experiences to their individual resumes such as traveling to the NCAA Tournament or hosting conference Championships on campus; the additional perspective of having one of the best social media presences in collegiate athletics means those experiences help them earn full-time jobs after graduation.
- From the student tickets perspective, we were able to have over 99,000 claims on student tickets in the 2024-25 academic year. Within those claims, almost 13,000 unique students claimed a ticket at some point throughout the year. That is a large percentage of the student population, showing that demand to attend games is important to the general student experience here at UConn.

11. Is there any additional information that the committee should be aware of in reviewing your budget proposal?

- Our current budget and GUF allocation allow our student-athletes to compete on a national level, and in turn, allows the Division of Athletics to promote the University of Connecticut on a national level. As a recent example, our women's basketball team won their 12th National Championship, and as an institution, it was our third title in a run between both basketball teams.
- There is an additional attachment describing the details behind our \$250K annual request for deferred maintenance.

	Fill in Expenses	Fill in Expenses	Fill in Expenses	Fill in Expenses
	Student Fee Advisory Committee			
	General University, Student Health and Summer Program Fee Budget Projection Form			
Athletics	FY25 GUF Actuals	FY26 GUF Current Forecast	FY27 GUF Budget	FY28 GUF Budget
Revenue				
University Supported Permanent Funds	-	-		
Fee Revenue	5,189,585	5,189,585	5,319,325	5,452,308
Grants and Contracts	-	-		
Foundation, Investments & Gifts	-	-		
Sales & Services Of Educational Activities	-	-		
Sales & Services Of Auxiliary Enterprises	4,519,909	4,880,109	4,880,109	4,880,109
Other Revenue	-	-	250,000	250,000
Transfers In (Outside Unit)	-	-		
Total Revenues	9,709,494	10,069,694	10,449,434	10,582,417
Expense				
Permanent & Continuing Salaries	94,356	357,648	45,282	103,924
Temporary Salaries				
Other Personal Services	1,422,554	1,473,769	1,589,783	1,664,123
Fringe Benefits				
Salary/Benefits	1,516,910	1,831,417	1,635,065	1,768,047
Services	1,669,815	1,248,898	1,500,000	1,500,000
Supplies	271,353	245,000	250,000	250,000
Travel	209,189	200,000	250,000	250,000
Equipment				
Fees, Dues & Memberships				
Rentals And Leases				
Telecommunications				
Financial Aid	1,138,435	1,316,485	1,318,820	1,318,820
Other Expense	383,883	347,785	365,440	365,440
Transfers Out (Outside Unit)				
Total Non-PS Expense	3,672,675	3,358,168	3,684,260	3,684,260
Total Expense	5,189,585	5,189,585	5,319,325	5,452,307
Ticket Sales and Rentals	4,519,909	4,880,109	4,880,109	4,880,109
Deferred Maintenance Fund for Shared Athletics Facilities	-		250,000	250,000
Net Within Unit Transfers (In)/Out*	-			
Net Income/(Loss)	0	0	(0)	0
Prior Year Fund Balance				
Total Funds	0	0	(0)	0
Restricted Fund Balance**				
Restricted Reason				

*Note that "Net Within Unit Transfers" will not net to zero if an account that was part of "Within Unit" transfer transactions is now part of a different unit

**If any funds that are listed in "Prior Year Fund Balance" are unavailable/restricted, please indicate the total that is unavailable, and the reason for restriction.