



Budget & Planning

780 Regent Street, Suite 223
Madison, Wisconsin 53715
(608) 263-4422

February 28, 2020

Via E-Mail Only

To: Chief Business Officers
Budget Officers

From: Aimee Arnold
UW System Administration Office of Budget and Planning

Re: 2020-21 Annual Budget Allocations and Guidelines

The 2020-21 initial planning allocations have been entered into the planning allocation system. You can download the allocations for your institution by going to <https://www.wisconsin.edu/budget-planning/annual-operating-budget> and clicking on Planning Allocation Reports (requires Internet Explorer with Java enabled). Instructions for how to use the online system can also be found on that web page. The planning allocations reflect the funding that was included in the 2019-21 Biennial Budget and JCOER approved compensation adjustments. Items included in the initial allocations are:

- 2020-21 - FY21 Portion of 2% FA/AS/LI Pay Plan Effective January 1, 2020
- 2020-21 - FY21 Portion of 2% Grad Assist Pay Plan Effective January 1, 2020
- 2020-21 - FY21 Portion of 2% Univ Staff Pay Plan Effective January 1, 2020
- 2020-21 - FY21 Portion of 2% Senior Exec Pay Plan Effective January 1, 2020
- 2020-21 – FY20 Pay Plan 2% Summer Session Effective January 1, 2020
- 2020-21 – FY21 Portion of Unfunded 2% Pay Plan Costs Effective January 1, 2020
- 2020-21 – FY21 Portion of 2% FA/AS/LI Pay Plan Effective January 1, 2021
- 2020-21 – FY21 Portion of 2% Grad Assist Pay Plan Effective January 1, 2021
- 2020-21 – FY21 Portion of 2% Univ Staff Pay Plan Effective January 1, 2021
- 2020-21 – FY21 Portion of Unfunded 2% Pay Plan Costs Effective January 1, 2021
- 2019-20 – Outcomes Based Funding to Campuses
- 2019-20 – Dairy Innovation Hub Funding to Campuses

ALLOCATION INFORMATION

2020-21 – FY21 Portion of 2% Pay Plan for FA/AS/LI, Graduate Assistants, University Staff, Senior Execs and Summer Session Effective January 1, 2020: These allocations provide funding for the 2020-21 portion of the 2% pay plan increases approved by JCOER, effective January 1, 2020. This allocation is based upon the October 2018 payroll.

2020-21 Unfunded Pay Plan Costs Effective January 1, 2020 and January 1, 2021: These items allocate reductions to reflect the unfunded pay plan costs related to the fee share of compensation and the associated fringe benefit adjustments in 2020-21 due to the tuition freeze. The allocations have been distributed based on each institution's share of the UW System's pay plan allocation. This item has been allocated as "undistributed". Please see the "Additional Forms" section below regarding the process for allocating these undistributed funds.

2020-21 – FY21 Portion of 2% Pay Plan for FA/AS/LI, Graduate Assistants, and University Staff, Effective January 1, 2021: These allocations provide funding for the 2020-21 portion of the 2% pay plan increases approved by JCOER, effective January 1, 2021. This allocation is based upon the October 2018 payroll.

2019-20 Outcomes Based Funding: Outcomes based funding was originally held by JFC until a plan was approved for use of the funds. While the funds were distributed in FY20 as a budget transfer, they were not added to the 2019-20 annual budget. This item allocates those funds to the institutional base budgets in 2020-21. This item has been allocated as "undistributed". Please see the section "Additional Forms" below regarding the process to allocate the undistributed funds.

2019-20 Dairy Innovation Hub: Like the Outcomes Based Funding, the Dairy Innovation Hub funds were provided as a budget transfer in FY20. This item allocates those funds to the institutional base budgets in 2020-21. This item has been allocated as "undistributed". Please see the section "Additional Forms" below regarding the process to allocate the undistributed funds.

FINANCIAL AID

The Financial Aid memo and reallocation of AOP (403) and Lawton (406) funds will be sent in mid-March.

ADDITIONAL FORMS

Distribution of Undistributed: The two Unfunded Pay Plan Costs allocations, Outcomes Based Funding, and Dairy Innovation Hub were all built into the allocation system as "undistributed", allowing institutions the greatest flexibility on how it will be built into the budget. The form for reporting the actual distributions back to System Administration can be found on the UWSA website at: <https://www.wisconsin.edu/budget-planning/annual-operating-budget/#forms-and-templates> and is called "2020-21 Distribution of Undistributed Template." Please submit a separate form for each allocation. The fringe benefit rates that can be used for these distributions are included in the forms.

PAY PLAN INFORMATION FOR PROGRAM REVENUE FUNDS

The 2019-21 Biennial Budget included funding for a 2% pay plan implemented on January 1, 2020 and an additional 2% pay plan implemented on January 1, 2021. Budgets (in total, not by person) for 2020-21 will need to include the second half of the 2% pay plan implemented on January 1, 2021.

Questions regarding CAT related issues should be directed to Jen Goytowski (jgoytowski@uwsa.edu). Distribution of undistributed related issues should be directed to

Chrissy Klappa (cklappa@uswa.edu). Other general budget related questions can be sent to me at aarnold@uwsa.edu.

CC: President Cross
 Chancellors
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 Assistant Vice President Stephenson