

## Updated Carryover Usage Plan - Academic Units

Please use this template to provide an update on the carryover usage plan you submitted last year.

**INSTRUCTIONS:** Please do not change the numbers under "Previous Plan" (Column D). Instead, please provide updated numbers under "Updated Plan" (Column F). If you have new line items, please add rows, as needed. For any updates, please provide a brief description of the change (Column G). As a reminder, you are not expected or required to have carryover line items for each Expense Category. See the Word template for notes regarding HR/Payroll cost allocations.

For additional guidance, please see the example posted at the FY18 Budget Development webpage: <http://opb.washington.edu/fy18-unit-budget-development>

|  | Carryover Balance<br>going into FY16: | Est. Carryover going<br>into FY17: |   |
|--|---------------------------------------|------------------------------------|---|
| Unit:<br><b>College of Veterinary Medicine</b>                                       | <b>594,179</b>                        | <b>720,056</b>                     | *   |
| Expense Categories & Descriptions  | Previous Plan<br>DO NOT UPDATE        | Updated Plan<br>PLEASE COMPLETE    | Explanation of Changes/Updates              |
| <b>General Reserves/Uncertainty</b>  |                                       |                                    |   |
| <i>Funds for unexpected expenses/opportunities including merit adjustments</i>       | \$ 115,000                            | \$ 200,000                         | Greater contingency/uncertainty             |
| <b>Education Initiatives</b>   |                                       |                                    |   |
| <i>Masters-level internship expansion</i>  | \$ 5,000                              | \$ 5,000                           | Continued for second year                   |
| <i>Student initiatives re diversity in the curriculum</i>                            | \$ 5,000                              | \$ 5,000                           | Continued for second year                   |
| <b>Equipment</b>   |                                       |                                    |   |
| <i>Faculty computer and software replacement (for 20 faculty)</i>                    | \$ 29,500                             | \$ -                               | Completed                                   |
| <i>Staff computer and software replacement (for 18 staff)</i>                        | \$ -                                  | \$ 21,500                          | Next in rotation                            |
| <b>Facility/Space Investments</b>  |                                       |                                    |   |
| <i>Office remodel/space reconfiguration</i>  | \$ 10,000                             | \$ 47,000                          | Additional need and unexpected setbacks     |
| <i>Research Commons: equipment, development</i>                                      | \$ 25,000                             | \$ 25,000                          | Still ongoing                               |
| <i>Distance learning classroom upgrades</i>  | \$ -                                  | \$ 100,000                         | Expansion of online course offerings        |
| <b>Faculty Start-Up Expenses</b>   |                                       |                                    |   |
| <i>2.0 FTE - new faculty recruitment</i>   | \$ 50,000                             | \$ -                               | Completed                                   |
| <i>1.0 FTE - new faculty recruitment</i>   | \$ -                                  | \$ 28,000                          | Additional need, research faculty           |
| <b>Professional Development</b>  |                                       |                                    |   |
| <i>Conference on veterinary best practices in teaching</i>                           | \$ 10,000                             | \$ 12,000                          | Yearly conference, two additional attending |
| <i>Research project student competitions</i>   | \$ 25,000                             | \$ 25,000                          | Yearly competition                          |
| <b>Recruitment</b>   |                                       |                                    |   |
| <i>Recruitment-related outreach for undergraduate students</i>                       | \$ 11,000                             | \$ 22,000                          | Expanded outreach                           |
| <b>Research Initiatives</b>  |                                       |                                    |   |
| <i>PhD student project support</i>   | \$ 40,000                             | \$ 40,000                          | Continued for second year                   |
| <b>Student Aid &amp; Waivers</b>   |                                       |                                    |   |
| <i>Top Scholar Matching - 1 student</i>  | \$ 10,000                             | \$ 10,000                          |   |
| <i>Student Aid &amp; Waivers - 10 scholarships (both graduate and undergraduate)</i> | \$ 40,000                             | \$ 40,000                          |   |
| <b>Temporary Salaries</b>  |                                       |                                    |   |
| <i>Affiliate faculty to bridge retirement-related gaps</i>                           | \$ 165,000                            | \$ 85,000                          | Reduced from 1.0 FTE to 0.5 FTE             |
| <i>Summer teaching assistants (two 0.25 FTE)</i>                                     | \$ 20,000                             | \$ 20,000                          | Continued                                   |
| <i>Part-time graphics/communications</i>   | \$ 35,000                             | \$ 35,000                          | Continued                                   |
| <b>Other (Please be specific)</b>  |                                       |                                    |   |
| <i>None</i>  | \$ -                                  | \$ -                               |   |
| <b>TOTAL</b>   | <b>\$ 595,500</b>                     | <b>\$ 720,500</b>                  | **  |

\* As a reminder, carryover balances are calculated at the end of each biennium and can only be *estimated* mid-biennium.

\*\* Because carryover balances are estimated, and many of these priorities transcend multiple years, we do not expect this total to exactly match your unit's carryover total.