



The Texas A&M University System

DRAFT Budget Guidelines/Instructions

FY 2022

General Guidelines

The Texas A&M University System (A&M System) is committed to serving the citizens of the state of Texas and understands that the valuable, but limited, resources provided to us must be utilized in the most efficient and effective manner and, as always, with the benefit of the state taxpayers foremost on our minds. The A&M System will continue to act as good stewards of the state of Texas' limited resources and will ensure the benefit to the state taxpayer is considered in every academic, research and service activity performed.

The A&M System remains focused on keeping the cost of attending our universities affordable, expanding student access, improving existing programs, developing new programs to meet new demands, expanding research and commercialization capabilities and implementing operational efficiencies through shared services, strategic outsourcing and other opportunities. Careful consideration must be given to maintaining the proper balance between tuition and fee increases and financial aid, and the effects these have on student access. The imperative of excellence in all we do and the reality of resource limitations in the state of Texas increase the difficulty of meeting these challenges and dictate that we devote our collective skills to ensuring that the productivity of all A&M System resources is optimized.

In preparation for the upcoming FY 2022 budget process, we will remain focused on keeping administrative costs low through the continued improvement of operational efficiencies. In addition, budget recommendations shall be prepared within the estimated funds available and reserve balances should only be used in special one-time situations or where a definite plan provides justification of a limited use of such balances. In self-supporting activities, total funds budgeted shall not exceed realistic estimates of income and balances brought forward. It is expected that government and private contracts will finance their proportionate share of increases being recommended. Recommendations for other operating expenses should be based upon careful estimates of actual needs, taking into account every possibility for savings. Every effort should be made to ensure that we are taking advantage of cost savings opportunities and reducing expenditures wherever possible. In addition, all budgetary projections should include provisions to accommodate items subject to possible inflationary increases during the course of this operating year.

Chief Executive Officers are authorized to begin the process of preparing the FY 2022 operating budget within the limits of available resources. The System Office of Budgets and Accounting will provide detailed instructions to be used in the support of each phase of the review and approval process for the Chancellor and Board of Regents.

FY 2022 Budget Reminders:

Budget Patterns – No major changes to the revenue and expense patterns. Screen 557 in FAMIS can be used to view the System revenue and expense budget patterns.

Investment Income – Each member is required to budget a realistic estimate of their FY 2022 investment income based on the projected investment return rates provided by Treasury Services on page 6.

FY 2022 Budget Instructions

Lump Sum Vacation Payout Rate or ACAP (**Attachment 4**): –

- Determine if the institutions current ACAP rate is enough to cover the estimated lump sum vacation payout for FY 2022.
- Estimates should include salaries and associated FICA costs.
- Deposit ACAP funds in an established service department account to be used for lump sum vacation payments.
- If a change is needed to the ACAP rate, submit a [Change/Enhancement Request](#).

“OPEB” Other Post – Employment Benefits – Do not include OPEB in your FY 2022 budget. Beginning in FY 2012, OPEB expense and liability were recorded at the System level instead of the member level.

Higher Education Group Insurance Premiums – Transfers from the Employees Retirement System (ERS) will be used to fund the state contribution for group insurance premiums (GIP) for employees and retirees paid from General Revenue funds. The maximum amount to be transferred from ERS for GIP can be found in the General Appropriations Act, Article III, page III-35. The funds appropriated for GIP contributions may not be used for any other purpose.

Benefits Paid Directly by the State – Estimates of the amount of direct state support that is anticipated for OASI matching, retirement contributions, unemployment compensation insurance (UCI), etc. This estimated amount should also be budgeted as an expense within the 'benefit' category.

Service Department Activity Review – Please review your institution’s set-up of service department activities to ensure accuracy and consistency. The information submitted during the budget process will be used as the basis for the Service Department agenda item. To aid in your review process, the System Office of Budgets and Accounting will provide a listing (by member) of all current service department activities. Please see page 4 for additional information.

Contract Reporting Reminder – Under Texas Government Code the following is required:

- Major Information Service Contracts – Higher Education is required to report these contracts that exceed \$1 million per Section 2054.008(c)
- Construction Projects – Must comply with reporting of all projects over \$14 thousand per Section 2166.2551
- Professional Services – Must comply with reporting all contracts over \$14 thousand per Section 2254.006. Professional Services are defined in 2254.002.
- Consulting Services – Higher Education is exempt per Section 2254.0301 (b)
- Major Contracts and Solicitation Documents – Higher Education is exempt from providing copies of these documents per Section 322.020 (f)

General Appropriations Act:

- Higher Education must report contracts greater than \$50,000 if paid with appropriated funds per Section 7.04 of Article IX in the 2014-15 GAA.

Calendar

The FY 2022 budget calendar (**Attachment 1**) is provided for your information.

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Contact Information

- Contact System Office Staff (Attachment 2) for assistance relating to the budget preparation process.
- Contact Members (Attachment 3) to facilitate joint appointments, transfer from/to accounts, etc.
- Request membership to the budget distribution list, AMS-BUDGETOFFICERS-L@listserv.tamu.edu to receive the latest budget information.

FAMIS Budget Module

Estimates for the FY 2022 annual operating budget will be entered in the FAMIS budget module. Members not using FAMIS as their accounting system must enter their budget information in the FAMIS budget module. Contact FAMIS Services for specific capabilities or instructions regarding automated methods of obtaining budget information from other source systems. The *Budget Preparation User's Manual* and the *Budget Reports Manual* are available for printing from the FAMIS website <https://assets.system.tamus.edu/files/famis/pdf/manuals/BudgetcurrNF.pdf>. For the budget upload use the Business Objects report located under **TAMUS Shared/Budget Report/Budget Upload FY2022.**

System Revenue Categories

Revenue estimates should be prepared in accordance with the categories listed below (System pattern). The specific object codes that are included in each category can be found on FAMIS screen 557. The System pattern name for FY 2022 is TAMUSREV22. Specific information relating to these categories is listed below.

State Appropriations-Other – Include state appropriations transferred from other state entities (e.g. Fund 006 transfers for TTI and Fund 036 transfers for TFS) or any amounts separately identified in the additional information following the bill pattern.

Federal Appropriations – Include federal appropriations made to the institution based on direct appropriations or non-competitive direct federal funding. Include CARE Act appropriations portion that is direct to institution support and not the student grant aid.

Higher Education Fund (HEF) – Per Education Code Section 62.021 (SB 709 86R), FY21 begins 10 yr. period, but FY26 will be the 5yr re-allocation year. the following schools are allocated HEF;

TAM IU	\$ 7,462,394	TAMU-C	\$11,123,859
TAMU-CC	\$11,478,822	TAMU-K	\$ 8,858,060
TAMU-T	\$ 2,050,273	WTAMU	\$ 7,446,495

The Texas Constitution requires the Legislature to review the HEF's formula allocation every 10 years, and the Legislature may once every 5 years adjust the amount and the allocation of the subsequent five years. The review would be up during the 2022-23 session.

Available University Fund (AUF) – Relates to PVAMU and TAMU ONLY – amounts on page 6.

Exemptions – The anticipated amount of tuition and fee 'waivers and exemptions' will be budgeted as revenue. A corresponding scholarship expense will be budgeted as an offset.

Tuition and Fee Discounts and Allowances – Tuition and fee discounting is required to avoid the double counting of revenue in the single column format. The discount reduces tuition and fee revenue to recognize only those funds received directly from the student and a third party payer, such as an employer or their parents. Enter the amount of restricted funds received that will be used to pay tuition and fees on behalf of students. Tuition discounts shall be entered as a contra revenue (negative revenue).

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Student Financial Assistance – This category includes subcodes, 0286, 0272, 0273, 0274, 0275, and 0276. This revenue was previously part of the contracts and grants category. This should include revenue estimates of Pell Grants and other student financial assistance awards. Include the 0300-Federal Student CARE Act Student Aid if received or recorded any portion in FY21 and/or FY22.

Contracts and Grants/Gifts – Include a realistic estimate based on historical trends and information on future activities. It is acceptable to budget contracts and grants and gifts in one or several "lump sum" accounts (i.e., budget one account for Pell grants, one account for private contracts, etc.). Estimates of Advanced Technology Program (ATP)/Advanced Research Program (ARP) awards should be budgeted as a contract and grant revenue in the functional and general fund group in the first year of each biennium. Unexpended ATP/ARP funds will be included as a beginning balance in the second year of the biennium and will not be budgeted revenue. Also included in this category is indirect cost revenue.

Sales and Services – Include a realistic estimated based on historical trends and known changes that may impact sales and services in the upcoming budget year.

Investment Income – For investment income on the System Endowment Fund and the Cash Concentration Pool, assume the following rates for preliminary FY2022 (rates might be updated this summer):

* System Endowment Fund - \$.326360 per unit per year * Cash Concentration Pool - 3.0%

Other Non-Operating Income (DO NOT BUDGET) – this category is a reporting category only used to capture actual non-operating sources.

System Expense Categories

Expense estimates should be prepared in accordance with the categories listed below (System pattern). The specific object codes that are included in each category can be found on FAMIS screen 557. The System pattern name for FY 2022 is TAMUSEXP22. The actual expense categories and any specific information relating to those categories are listed below.

Non-Faculty Salaries – includes longevity pay and hazardous duty pay

Faculty Salaries – includes graduate assistant teaching (GAT) salaries

Wages – includes wage expenses, termination lump sum payouts, and supplemental compensation.

Benefits – Estimate should include benefits to be paid directly by the State (should offset that portion of state appropriation revenue, see 'state appropriations' revenue category).

Social Security and Medicare Tax – Old Age and Survivors Insurance (OASI) and Old Age Health Insurance (OAHI), collectively known as FICA, will be withheld and matched at the rate of 7.65 percent. For calendar year 2021, members will match OASI (6.2 percent) on employees' wages up to \$142,800. For calendar year 2022, members should plan to match OASI (6.2 percent) on employee's wages up to an estimated \$148,000. Medicare tax (OAHI) will be matched at a rate of 1.45 percent on all earnings (no maximum). Graduate and undergraduate students (at least 1/2 time status) will be exempt from OASI and OAHI withholdings and matching.

Retirement – Membership in the retirement system (TRS and ORP) will begin at the time of employment. The 90-day wait has changed due to the Affordable Care Act applicable for employee group health insurance coverage to 60-days. However, the additional month must be covered by local funds as the SGIP is still applicable for the 90-day wait period.

Teachers Retirement System (TRS) – The state contribution rate for FY 2022 will be 7.75 percent. The employment of any new retirees will require the employer to fund the cost of BOTH the employee and employer retirement contribution amounts. This increased employer cost does not apply to retirees who were employed before September 1, 2005. SB12 during the 2019 Legislative Session set the following TRS contribution rates:

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Fiscal Year	State Contribution – Employer	Employee Contribution
FY 2020	7.50%	7.70%
FY 2021	7.50%	7.70%
FY 2022	7.75%	8.00%
FY 2023	8.00%	8.00%
FY 2024	8.25%	8.25%
FY 2025	8.25%	8.25%

Optional Retirement Program (ORP) – The retirement contribution for employees participating in ORP is dependent upon hire date. Employees with an ORP start date on or before August 31, 1995 are provided the same contribution during FY 2015 as they received during FY 1995 (8.5%).

The FY 2022 ORP state contribution will remain at 6.6%. However, each member will supplement to maintain the employer contribution rate by 1.9% for a total contribution of 8.5%.

Workers' Compensation Insurance (WCI) – Assessments for the System WCI fund is based on past claims experience. The rate represents a percent of payroll (i.e. .45 = .0045 x payroll). See Attachment 4 for the rates or can also be found on screen 863.

Unemployment Compensation Insurance (UCI) – Members are directed to determine an appropriate rate for UCI operations depending upon circumstances within the specific institution/agency/health science center. One technique that can be used to estimate the UCI rate is to determine the prior year's UCI amount as a percentage of total salaries paid. **UCI shall be budgeted and operated as a designated service department. To update the rate for your member, contact [FAMIS Help](#) to update screen 863. See Attachment 4 for the current rates.**

Group Insurance Premiums (GIP) – The amount of the employer contribution for each state employee will be prorated according to the sources of funds from which his/her salary is budgeted. Part-time employees will only receive one half of the State contribution for group insurance. Members may supplement part-time graduate students up to the full-time rate from non-appropriated funds. Retirees receive the full-time GIP rates regardless of their percent effort at the time of retirement. Active and retired employees who sign and submit a document to their employer indicating that they have health insurance coverage from another source are authorized to use the "Waiver" category (one half of the "employee only" state contribution) for optional insurance. New employees are now covered based on the passage of HB4035 and there is no longer a gap of the 60 day waiting period versus the 90 day eligibility from the State before they receive the GIP contribution. Individuals are not entitled to one half the GIP contribution to purchase optional insurance if they are in the "waiver" category during this period. See **Attachment 4** for the rates.

Utilities – Includes energy and water/wastewater. This category does NOT include telecommunications. Ensure your budget reflects the increasing energy costs.

Scholarships – This category only includes scholarships related to students. The amount budgeted should include the amount budgeted in the revenue category 'waivers and exemptions' as an offsetting expense (see 'waivers and exemptions' revenue category above). This excludes Tuition Rebates, which should be budgeted in Operations and Maintenance.

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Scholarship Discount – The discounting of scholarships is a mechanism used to offset the revenue reduction in the fund group to maintain the correct net position. Scholarship discounts shall be entered as a contra expense (negative expense) to correspond with the tuition discounts.

Operations and Maintenance – The amounts budgeted for shared services (assessments for System Offices, TTVN, CIS, etc.) should be included in this category. This should also include Tuition Rebates.

Claims and Losses – This category is for self-insurance claims and losses and will only be used by SO.

Equipment (Capitalized) – Represents the use of cash from operating accounts to purchase furniture or equipment.

Debt Service – This category is for the expense of funds for debt service only (not funds transferred to System Offices for RFS debt service). System Offices will budget all debt service payments for the PUF and RFS debt programs. Include estimates in this category only if your institution plans to expend funds directly for debt service (FAMIS object codes 6100 - 6199).

Other Non-Operating Expense (DO NOT BUDGET) – this category is a reporting category only used to capture actual non-operating expenses.

Transfers

Transfers shall be reflected in the budget to the extent that they affect current operating funds. Specific examples include the following:

RFS Debt Service – FY 2022 debt service estimates for the revenue financing program are prepared by the Office of Treasury Services. These schedules will be distributed as soon as available.

Texas Public Education Grants (TPEG) – Transfer TPEG from educational and general funds to designated funds.

Available University Fund (AUF) – System Offices shall transfer the appropriate amount of AUF to plant funds to pay PUF debt service. System Offices will also transfer \$ to TAMU and \$ to PVAMU.

PUF Equipment Allocations (EA) – System Offices will transfer \$9 million to Tarleton State University, \$5 million to the Agriculture Program, \$4 million to the Engineering Program, \$15 million to the Health Science Center (TAMHSC), \$2 million to Texas A&M University – Central Texas, and \$3 million to Texas A&M University – San Antonio. The Vice Chancellor for Agriculture and Life Sciences and the Vice Chancellor for Engineering shall submit to the System Office of Budgets and Accounting the amount that is to be distributed to each agency no later than May. PUF Equipment Allocations (PUF EA) will be budgeted by SO as a transfer out and will be budgeted by Tarleton, the agencies, and the TAMHSC as a transfer in. PUF EA funds will be received in plant accounts.

These funds can be used for equipment (life span 5 yrs. or greater) purchases or major rehabilitation projects. Major rehabilitation projects are those that extend the useful life of a facility including: renovations/repairs to extend the number of years a facility can be used; renovations to increase the efficient use of space within a facility; and renovations to reconfigure space for a different purpose.

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Assessments (Attachment 5)

Assessments shall be budgeted as an operating expense in the appropriate account(s). The following functions will be assessed by various organizations for FY 2022.

TAMU CIS and Other TAMU Assessments:

- AggieBuy (License and Management)
- MAESTRO
- Sponsored Research Services
- FAMIS Mainframe (CIS billed)
- Internet Network (TTVN)

Assessments Billed based on Usage:

- CISCO / SMARTnet
- Webex
- Social Media Software (Hootsuite and others)
- I-9 LawLogic
- Concur (E-travel)
- RELLIS – TAMU UES Estimates

System IT and Other Assessments:

- Security Operations Center
- Site Improve Web Improvement
- Open Records Tracking Software
- New Lease Software GASB Required
- Adobe Software License
- Microsoft Office A5 (System Supplemented)
- Qualtrics Survey
- Summus VMWare Leasing
- DocuSign (previously included in FAMIS Mainframe)
- DUO (previously included in FAMIS Mainframe)
- System Energy Management
- PCI Shared Services
- System Pay Plan Administrator
- State Relations Office Lease Space
- Business Objects
- Workday Financial and/or Academic Subscription; Management
- Finance Re-platform
- EIR Accessibility
- Research Security Office
- Technology Commercialization
- RELLIS Administration and Infrastructure
- FAMIS Mainframe Management
- Property Insurance Premiums Estimates
- System Offices

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Beginning Balances

Estimated FY 2022 beginning net position by fund group will be determined by the amounts submitted in the Estimated Beginning Balance supplemental information file. An Excel version of this template will be provided. The balances entered are projections of your net position as of August 31, 2021.

Use of Reserves

Reserves should only be used to fund one-time expenses that will result in future cost reductions or increases in income or expenses of carryover balances (e.g. ATP/ARP, special items, etc.). Any use of reserves to support the FY 2022 operating budget (e.g. expending remaining ATP/ARP funds or special item funds) should be included in the beginning net position as entered in the FAMIS budget module (entered on screens 589/599, SL Begin Balance line). The template will be submitted to System Office of Budgets and Accounting no later than the budget due date (see budget calendar). Each CEO must be prepared to justify the use of reserves for operating expenses.

Budget Review

The System Office of Budgets and Accounting will review all budgets prior to review by the Chancellor and subsequent submission to the Board. Each member will be required to provide a narrative (to be included in the Executive Budget Summary) to summarize the overall budget submission for FY 2022.

Executive Budget Summary/Board Presentation

The System Office of Budgets and Accounting will prepare and provide an Executive Budget Summary of the proposed budgets to the Chancellor for review. An electronic copy will also be provided to each System member CEO and CFO.

The Board of Regents will receive the Executive Budget Summary prior to the Board Meeting which will serve as the basis for the FY 2022 budget approval. CEOs should be prepared to address any specific budgetary questions relating to their budget. Any changes in information to be submitted to the Board as determined by the Board Finance Committee will be relayed to CEOs and CFOs.

Budget Distribution

Upon Board approval, the System Office of Budgets and Accounting will coordinate the distribution of budgets in accordance with the Education Code, the General Appropriations Act, and any other state requirements; and add the FY 2022 Executive Budget Summary and the FY 2022 Operating Budget Statement of Changes in Fund Balance (budget lead schedule) to the TAMUS Operating Budget web site <https://www.tamus.edu/business/budgets-and-accounting/budgets/>

FY 2022 Budget Instructions

Attachment 1

FY 2022 Budget Calendar

<u>November 11-13th</u>	Budget guidelines presented to the Board for approval
<u>February 3rd-5th</u>	Board Meeting – Financial Update
<u>April 5th</u>	Run YU800 to Start Budget Process
<u>April 9th</u>	Member Budget Patterns Completed
<u>April 19th</u>	System Office to run YU001, FBAU581 and FBAU582 for all Members <ul style="list-style-type: none">• FBAU581 – sets “No-Budget” and “No-Feed” flags for account ranges• FBAU582 – sets SA budget module flags Members request FBAU583 <ul style="list-style-type: none">• FBAU583 – assigns budget patterns to accounts
<u>April 21st</u>	Distribution of Business Objects Account Attributes report via email; includes missing budget pattern report
<u>May 1st</u>	Run FDAR670; FDAR671; FDAR665 for all Members
<u>May 12th</u>	PBA Snapshot; Members may request FBAU584; FBAU586 must run first for Phase 1 budget
<u>May 19th-21st</u>	Board Meeting
<u>May 31st</u>	End of 87 th Regular Session
<u>June 1th</u>	Vice Chancellor’s for Agriculture and Engineering to submit to the System Office of Budgets and Accounting PUF equipment allocations to each agency
<u>June 18st</u>	Due Date: Budgets and Supplemental Items <ul style="list-style-type: none">• GR Reconciliation• Estimated Beginning Balance• Highlights Worksheet• Narrative• Salary Plan
<u>July 14th</u>	Mark budget as “Board”; Run FBAU590
<u>TBD</u>	Due Date: PBR Presentations
<u>TBD</u>	FY 2022 Programmatic Budget Reviews
<u>August 25-27th</u>	FY 2022 Budget Presentation for Board Approval

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Attachment 2 – TAMUS Budget Contacts

Functional Area	Tasks	Phone	E-mail
Budgets & Accounting			
Joseph Duron	Policy, procedure, and calendar	(979) 458-6110	duro@tamus.edu
Jarrett Eisenrich	Procedures, reports and analysis	(979) 458-6113	j-eisenrich@tamus.edu
Kelli Holt	Procedures, reports and analysis	(979) 458-6113	kholt@tamus.edu
Audra Wilkinson	Tuition and Fee Requests	(979) 458-6109	a-wilkinson@tamus.edu
FAMIS Services			
FAMIS Production	FAMIS Budget Reports and Programs	(979) 458-6470	famisprod@tamus.edu
FAMIS Help	FAMIS Budget Module	(979) 458-6464	famishelp@tamus.edu
Position Budget App	Access/FAQ's/Issues	http://it.tamus.edu/positionbudget/	
Workday Services			
Sri Kamarthi	Merit Module; Costing Allocations	(979) 862-6127	skamarthi@tamus.edu
DeAnna White	Compensation Administrators	(979) 862-6166	deanna@tamus.edu

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Attachment 3 – Member Contact List

Member	Primary Contact	Phone	E-mail
<i>PVAMU</i>	Adrian Sadler Dianne Evans	936-261-2205 936-261-2202	adsadler@pvamu.edu dtevens@pvamu.edu
<i>TARLETON</i>	Lori Beaty Ashley Barnes	254-968-9877 254 4854458	lbeaty@tarleton.edu barns@tarleton.edu
<i>TAMIU</i>	Denise Garza Fred Juarez	956-326-2369 956-326-2448	denisse.garza@tamiu.edu fredjuarez@tamiu.edu
<i>TAMU</i>	Mark Herzog Shelly Janac Deborah Wright	979-842-2371 979-458-2882 979-862-1622	herzog@tamu.edu s-janac@tamu.edu Deb-wright@tamu.edu
<i>TAMUG</i>	Vanessa Garza Susan Lee	409-740-4806 409-740-4533	vgarza112@tamug.edu iamshlee@tamug.edu
<i>TAMU-CT</i>	Susan Bowden Danielle Clouden	254-519-5766 254-519-5433	susanbowden@tamuct.edu d.clouden@tamuct.edu
<i>TAMU-C</i>	Tina Livingston Janet Anderson Sarah Baker	903-886-5667 903-886-5035 903-866-5045	Tina.livingston2@tamuc.edu Janet.anderson@tamuc.edu Sarah.baker@tamuc.edu
<i>TAMU-CC</i>	Rosanne Heflin-Gorny Allison Lewis	361-825-2615 361-825-3290	Rosanne.gorny@tamucc.edu Allison.Lewis@tamucc.edu
<i>TAMU-K</i>	Jennifer Alexander Jonathan Guzman	361-593-2793 361-593-2713	jennifer.alexander@tamuk.edu jonathan.guzman@tamuk.edu
<i>TAMU-SA</i>	Lloyd Butler Craig Elmore Kathryn Funk-Baxter	210-784-2070 210-784-2429 210-784-2000	Lloyd.Butler@tamusa.edu Craig.elmore@tamusa.edu Kathryn.funk-baxter@tamusa.edu
<i>TAMU-T</i>	Ramona Green Jeff Hinton	903-223-3058 903-223-3005	Ramona.green@tamut.edu Jeff.hinton@tamut.edu
<i>WTAMU</i>	Mark Hiner Shelly McCune	806-651-2092 806-651-2944	mhiner@wtamu.edu smccune@wtamu.edu
<i>AgriLife RSCH</i>	Debbie Cummings Kari Curtis	979-845-4783 979-458-8543	dacummings@ag.tamu.edu kari.curtis@ag.tamu.edu
<i>AgriLife EXT</i>	Kay Schubert Donna Alexander	979-845-1495 979-845-7879	kschuber@ag.tamu.edu donna.alexander@ag.tamu.edu
<i>TEES</i>	Kyle Maldonado Andy Hinton	979-458-7489 979-458-7440	kmaldonado@tamu.edu a-hinton@tamu.edu
<i>TEEX</i>	Brian Stipe Monty Tyagi Tracy Foster	979-458-6836 979-458-8617 979-458-6940	Brian.Stipe@teex.tamu.edu Monty.Tyagi@teex.tamu.edu Tracy.Foster@teex.tamu.edu
<i>TFS</i>	Travis Zamzow	979-458-6643	tzamzow@tfs.tamu.edu
<i>TTI</i>	Greg Chavarria Rodney Horrell	979-317-2736 979-317-2749	l-chavarria@tti.tamu.edu r-horrell@tti.tamu.edu
<i>TVMDL</i>	Vic Seidel Nancy Hranicky	979-458-3254 979-845-4122	vseidel@tvmdl.tamu.edu nhranicky@tvmdl.tamu.edu
<i>TAMHSC</i>	Kristin Nace Kyle Foster	979-436-9228 979-436-9229	k-nace@tamu.edu kylefoster@tamu.edu
<i>TDEM</i>	Vickie Newland Jessica Hilton Aja Varnado	512-424-2214 512-424-2438 512-424-7234	Vicki.newlin@tdem.texas.gov Jessica.hilton@tdem.texas.gov Aja.Varnado@tdem.texas.gov
<i>System Office</i>	Joseph Duron Audra Wilkinson	979-458-6110 979-458-6109	duro@tamus.edu a-wilkinson@tamus.edu

FY 2022 Budget Instructions

Attachment 4

Members	FY 2021 ACAP Rate ¹		FY 2021	FY 2022
	Faculty	Non-Faculty	UCI Rate ¹	WCI Rate ²
01 SO	1.13%	1.13%	0.10%	0.16%
02 TAMU	0.00%	0.95%	0.05%	0.20%
04 Tarleton	1.00%	1.00%	0.10%	0.23%
05 PVAMU	1.00%	0.10%	0.10%	0.26%
06 AL-RSCH	2.00%	2.00%	0.30%	0.29%
07 AL-EXT	1.10%	1.10%	0.21%	0.25%
09 TEEEX	1.25%	1.25%	0.10%	0.23%
10 TAMUG	1.09%	0.61%	0.30%	0.21%
11 TFS	0.50%	0.50%	0.05%	0.54%
12 TTI	1.70%	1.70%	0.01%	0.21%
15 TAMU-CC	1.13%	1.13%	0.15%	0.19%
16 TAMIU	0.82%	0.82%	0.30%	0.20%
17 TAMU-K	1.18%	1.18%	0.10%	0.20%
18 WTAMU	0.85%	0.85%	0.10%	0.24%
20 TVMDL	0.00%	1.90%	0.15%	0.19%
21 TAMU-C	0.10%	0.10%	0.30%	0.22%
22 TAMU-T	0.56%	0.56%	0.10%	0.31%
23 TAMHSC	1.20%	1.20%	0.09%	0.17%
24 TAMU-CT	0.10%	0.10%	0.20%	0.22%
25 TAMU-SA	1.00%	1.00%	0.10%	0.18%
26 TAMU-SS	1.13%	1.13%	0.10%	0.22%
28 TEES	1.60%	1.60%	0.05%	0.18%
30 TDEM	0.50%	0.50%	0.10%	0.22%

¹ Set by Member; send FAMIS Enhancement Request to update for new FY

² Set by System Risk Management Office

Group Insurance Premiums: System members will pay the estimated following amounts monthly for GIP and Basic Life Insurance Premiums (\$4.70) on behalf of their employees. These rates will be updated this summer with the final FY2022 GIP Rates. The amounts below are preliminary estimates:

Coverage Level	Full-Time	Part-Time	Grad Assistants
Employee Only	\$681.52	\$340.76	\$256.70
Employee and Spouse	\$962.56	\$481.28	\$481.28
Employee and Children	\$876.78	\$438.40	\$438.40
Employee and Family	\$1,077.02	\$538.50	\$538.50
Waiver	\$345.46	\$175.08	