



## Finance and Administration

TO: Campus Chief Financial Officers

FROM: Tyler Kearney *TK*  
Associate Vice President for Finance & Administration

SUBJECT: FY 2023 Operating Budget Instructions

DATE: July 7, 2022

The Board of Supervisors will consider and act on the University's proposed FY 2023 operating budget at its September 2022 meeting. Executive Vice President Kimberly Lewis will summarize the significant issues in the budget in a presentation to the Board of Supervisors. The printed FY 2023 operating budget will again consist of the budget forms issued by the Board of Regents. All budget materials (BOR Forms) will be due in electronic format via an email to me at [tkearney@lsu.edu](mailto:tkearney@lsu.edu) **no later than Friday, August 12, 2022**. The resubmission of the BOR forms with the FY 2022 actual data and the OPB forms (Operational Plan, Addenda, etc.) will be due to me on **Friday, September 2, 2022**, to allow time to comply with the Board of Regents' anticipated deadline of September 30, 2022.

### **FY 2023 Operating Budget**

The letters, instructions, and forms needed to complete the FY 2022-2023 Budget Submission Process are forthcoming under separate cover as soon as it is received. We anticipate that the Board of Regents will hold its FY 2023 operating budget hearings in September 2022.

- **Budget Forms** - please ensure that you use the current BOR budget forms that will be emailed as soon as they are received and will also be available on the Board of Regents website.

FY 2023 Appropriation Letters received from the Office of Planning & Budget were emailed June 30, 2022, under separate cover.

The **Health Care Services Division**, and **Pennington Biomedical Research Center** should submit BOR-1, BOR-2, BOR-3 and BOR-3A for their FY 2023 operating budgets by **Friday, August 12, 2022**, and the Division of Administration's budget forms (if applicable) for these units should be submitted to us by **Friday, September 2, 2022**.

### **FY 2023 Priorities**

Please provide by **Friday, August 12, 2022**, a narrative outlining your campus's top budget priorities for FY 2023.

### **Maximum Support for Athletics**

Although the University does not allow its entities to use state funds to subsidize athletics, the amount of maximum state support for FY 2023 pursuant to the Board of Regents policy will be forthcoming under separate cover as soon as it is received.



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**FY 2023 LSU Institution Charge**

The institutions should budget the appropriate institution allocation charge. The charge is calculated using the same general methodology in which it was calculated last year. For all campuses, the preliminary charges this year are 22.7 basis points based on the campus’s actual FY 2021 revenue.

	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	<b>Total Campus Charge</b>
LSU-A	\$22,167,769	\$15,774,795	\$37,942,564	\$86,130
LSU-E	\$11,948,577	\$14,291,250	\$26,239,827	\$59,564
LSU-S	\$69,318,351	\$24,337,867	\$93,656,218	\$212,600
HSC-NO	\$117,061,093	\$533,721,654	\$650,782,747	\$1,477,277
HSC-SHRV	\$81,787,117	\$337,501,580	\$419,288,697	\$951,785
HCSD	\$67,240,850	\$11,518,382	\$78,759,232	\$178,926
AgCenter	\$99,231,966	\$45,444,622	\$144,676,588	\$111,401 <sup>1</sup>
PBRC	\$22,336,766	\$43,615,975	\$65,952,741	\$50,784 <sup>1</sup>
<b>TOTAL</b>	<b>\$491,092,489</b>	<b>\$1,026,206,125</b>	<b>\$1,517,298,614</b>	<b>\$3,128,467</b>

<sup>1</sup> Ag Center and PBRC were not included in the Institution Charge effective FY 2018 in lieu of the indirect charge model instead. Beginning in FY 2023, Ag Center and PBRC will be charged the difference between the current charge rate (22.7 basis points) and the FY 2022 charge rate (15 basis points).

**FY 2023 Internal Auditor Reimbursement**

This year, campuses will be charged for the year in the first quarter for the Internal Auditors as follows:

<b>Campus</b>	<b>IA Estimated Budget</b>
HSC-NO	\$209,409
HSC-SHRV	\$209,409
HCSD	\$179,493
<b>TOTAL</b>	<b>\$598,311</b>

**FY 2023 Health Care Policy Reimbursement**

LSU Health New Orleans and LSU Health Shreveport fund equally (50/50) the LSU Health Care Policy restricted fund program expenditures. Like the University cost allocation process for the Institution Charge and Internal Auditor Reimbursement, the health science centers will be charged semi-annually for actual expenditures as of December 31, 2022, and June 30, 2023.



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**ERP/Business Process Systems Charges**

Below is a schedule of the ERP/Business Process Systems (Workday) expenses applicable to LSU shared services campuses for Fiscal Year 2023. The total ERP/Business Process Systems charges are based upon actual expenditures in Fiscal Year 2022.

<b>Campus</b>	<b>Shared IT Expense Allocation</b>
LSU A&M	\$1,818,104
LSUA	\$ 90,899
LSUE	\$ 64,784
LSUS	\$ 138,741
LSU AgCenter	\$ 315,905
PBRC	\$ 124,116
<b>TOTAL</b>	<b>\$2,552,548</b>

**Annual Tuition and Mandatory Fees:**

The Board of Regents is requesting completion of the FY 2022-2023 Mandatory Tuition & Fees Survey. The workbook and instructions will be sent under separate cover and can also be downloaded at <http://www.regents.la.gov/page/annual-mandatory-attendance-fees>.

Please email the completed forms to Tyler Kearney at [tkearney@lsu.edu](mailto:tkearney@lsu.edu) by **Friday, July 22, 2022**.

**Recap of Information sent under Separate Cover (BOR & OPB)**

Information forthcoming under separate cover includes:

- FY 2022-2023 BOR Budget Submission Forms & Operating Budget Request
- FY 2022-2023 BOR Mandatory Tuition and Fees Survey Request
- FY 2022-2023 OPB Appropriation Letter Package

If you have any questions, please do not hesitate to contact me at 225-578-6035 or [tkearney@lsu.edu](mailto:tkearney@lsu.edu).

Cc: President Tate  
Executive Vice President Lewis  
Campus CEO's