

Florida Polytechnic University
(Including the Florida Institute of Phosphate Research (FIPR))
2021-2022 Carryforward Spending Plan Summary

2021-2022 Operating / Carryforward Spending Plan:

2021-2022	Main	FIPR	Total
Total E&G Operating Budget	\$45.4 M	\$5.2 M	\$50.6 M
July 1, 2021 Carryforward Balance	\$7.6 M	\$5.9 M	\$13.6 M
2020-2021 Encumbrances	\$944 K	\$210 K	\$1.1 M
7% Reserve Requirement	\$2.8 M	\$0	\$2.8 M
Carryforward Spending Plan	\$3.8 M	\$5.7 M	\$9.6 M
Percentage of Carryforward Spending Plan Compared to Operating Budget	8.3%	109.6%	19%

Carryforward Spending Plan Highlights and Observations:

- **\$930 K for Total University Restricted/Contractual Obligations**
- **\$3.3 M for Total University Commitments**

Restricted/Commitments Highlights:

- **\$440 K for Restricted by Appropriations**
- **\$1.3 M for Student Services, Enrollment, and Retention Efforts**
- **\$2 M for Major Carryforward Fixed Capital Outlay Projects**

Observations:

- **\$5.3 M in available E&G Carryforward balance as of July 1, 2021 for FIPR.**
- **FPU's 2021-22 Carryforward Spending Plan appears to be complete and board staff has no questions at this time.**



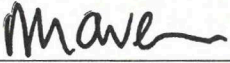
2021-2022 Operating Budget, E&G Carryforward Spending Plan, & Fixed Capital Outlay Budget

University Name: Florida Polytechnic University


2021-2022 Operating Budget, E&G Carryforward Spending Plan, & Fixed Capital Outlay Budget Certification Representations

I hereby certify to the Board of Governors that the referenced 2021-2022 Operating Budget, E&G Carryforward Spending Plan, & Fixed Capital Outlay Budget provided to the Board of Governors in accordance with my fiduciary responsibility to the university is true and materially correct to the best of my knowledge. I further certify that these budgets have been reviewed and approved by the Board of Trustees at its meeting held on September 15, 2021 and that funds will only be expended in accordance with the approved budget as well as all applicable Statutes, Board of Governors' Regulations, and university regulations. I understand that any unsubstantiated, false, misleading, or withheld information relating to these statements may render this certification void. My signature below acknowledges that I have read and understand these statements.

Certification:  Date 9/15/2021
Chief Financial Officer

Certification:  Date September 15, 2021
President

I certify that the above referenced university budgets for fiscal year 2021-2022 have been approved by the University Board of Trustees and is true and materially correct to the best of my knowledge.

Certification:  Date September 15, 2021
Board of Trustees Chair




FLORIDA POLYTECHNIC
UNIVERSITY

January 13, 2021

MEMORANDUM OF DELEGATION OF AUTHORITY

TO: Penney Farley, Assistant Vice President and University Controller

FROM: Randy K. Avent, President 

SUBJECT: Delegation of Authority – CFO Operational Documents

The Resolution on Powers and Duties of the President (2017-3) adopted by the Florida Polytechnic University Board of Trustees on October 31, 2017, grants to the University President the authority to “[a]ccount for expenditures of all state, local, federal, and other funds in accordance with guidelines or regulations established by the Board of Governors (BOG), and as provided by state or federal law” and to “[e]stablish policies and procedures for the implementation of appropriate financial controls” provided such authority is exercised in accordance with University regulations and policies, directives of the Board of Governors (BOG), and applicable law.

Effective this date and pursuant to the authority delegated to me by the Board of Trustees, I hereby delegate the following authority subject to these terms and conditions:

1. As Assistant Vice President and University Controller, you certify banking and accounting documents necessary for reporting to the BOG, banking institutions, or state or federal government offices, except when a document specifically requires my signature or that of an officer of the University.
2. The delegated authority must be exercised in accordance with University regulations and policies, BOG directives, and state and federal law.
3. This delegation is effective as of this date and remains effective provided you are serving in the position described in this delegation or one more senior within your department, provided it is not revoked or adjusted in writing by me.
4. The authority delegated in this document must not be further delegated.

c: Gina DeIulio, General Counsel

Florida Polytechnic University
Education and General
Carryforward Spending Plan Summary
Approved by University Board of Trustees
Balances and Spending Plans as of July 1, 2021

	<u>University E&G</u>	<u>Special Unit or Campus (Title)</u>
A. Beginning E&G Carryforward Balance - July 1, 2021 :		
Cash	\$ 84,190	\$ 67,070
Investments	\$ 7,590,361	\$ 5,923,146
Accounts Receivable	\$ -	\$ -
Less: Accounts Payable	\$ -	\$ -
Less: Deferred Student Tuition & Fees	\$ -	\$ -
B. Beginning E&G Carryforward Balance (Net of Payables/Receivables/Deferred Fees) :	\$ 7,674,551	\$ 5,990,216
C. Fiscal Year 2020-2021 E&G Carryforward Encumbrances Brought Forward	\$ 944,123	\$ 210,174
D. 7% Statutory Reserve Requirement (1011.45(1) F.S.):	\$ 2,857,536	\$ -
E. E&G Carryforward Balance Less 7% Statutory Reserve Requirement (Amount Requiring Approved Spending Plan) :	\$ 3,872,892	\$ 5,780,042
F. * Restricted / Contractual Obligations		
Restricted by Appropriations	\$ 440,710	\$ -
University Board of Trustees Reserve Requirement	\$ -	\$ -
Restricted by Contractual Obligations :		
Compliance, Audit, and Security		
Compliance Program Enhancements	\$ -	\$ -
Audit Program Enhancements	\$ -	\$ -
Campus Security and Safety Enhancements	\$ -	\$ -
Academic and Student Affairs		
Student Services, Enrollment, and Retention Efforts	\$ -	\$ -
Student Financial Aid	\$ -	\$ -
Faculty/Staff, Instructional and Advising Support and Start-up Funding	\$ -	\$ -
Faculty Research and Public Service Support and Start-Up Funding	\$ -	\$ -
Library Resources	\$ -	\$ -
Facilities, Infrastructure, and Information Technology		
Utilities	\$ -	\$ -
Information Technology (ERP, Equipment, etc.)	\$ 74,361	\$ -
Minor Carryforward Fixed Capital Outlay Projects (Board of Governors Regulation 14.003(2))	\$ -	\$ -
Major Carryforward Fixed Capital Outlay Projects (Board of Governors Regulation 14.003(2))	\$ -	\$ -
Other UBOT Approved Operating Requirements		
Coronavirus/COVID -19 Related Expenditures (Should agree with restricted column total on "Details - Covid-19" tab)	\$ -	\$ -
Other Operating Requirements (University Board of Trustees-Approved That Support the University Mission)	\$ -	\$ 415,698
Contingencies for a State of Emergency Declared by the Governor (SB 72)	\$ -	\$ -
Operating Restricted : (Should agree with restricted column totals on "Details-Operating" tab)	\$ 515,071	\$ 415,698
FCO Restricted : (Should agree with restricted column totals on "Details-Fixed Capital Outlay" tab)	\$ -	\$ -
Coronavirus/COVID-19 Restricted: (Should agree with restricted column totals on "Details - COVID-19" tab)	\$ -	\$ -
Grand Total Restricted / Contractual Funds :	\$ 515,071	\$ 415,698
G. * Commitments		
Compliance, Audit, and Security		
Compliance Program Enhancements		\$ -
Audit Program Enhancements	\$ -	\$ -
Campus Security and Safety Enhancements	\$ -	\$ -
Academic and Student Affairs		
Student Services, Enrollment, and Retention Efforts	\$ 1,348,592	\$ -
Student Financial Aid	\$ -	\$ -
Faculty/Staff, Instructional and Advising Support and Start-up Funding	\$ -	\$ -
Faculty Research and Public Service Support and Start-Up Funding	\$ -	\$ -
Library Resources	\$ -	\$ -
Facilities, Infrastructure, and Information Technology		
Utilities	\$ -	\$ -
Information Technology (ERP, Equipment, etc.)	\$ -	\$ -
Minor Carryforward Fixed Capital Outlay Projects (Board of Governors Regulation 14.003(2))	\$ -	\$ -
Major Carryforward Fixed Capital Outlay Projects (Board of Governors Regulation 14.003(2))	\$ 2,000,000	\$ -

Florida Polytechnic University
Education and General
Carryforward Spending Plan Summary
Approved by University Board of Trustees
Balances and Spending Plans as of July 1, 2021

	<u>University E&G</u>	<u>Special Unit or Campus (Title)</u>
Other UBOT Approved Operating Requirements		
Coronavirus/COVID-19 Related Expenditures (Should agree with committed column total on "Details - Covid-19" tab)	\$ -	\$ -
Other Operating Requirements (University Board of Trustees-Approved That Support the University Mission)	\$ 9,229	\$ -
Contingencies for a State of Emergency Declared by the Governor (SB 72)	\$ -	\$ -
Operating Commitments : (Should agree with committed column total on "Details-Operating" tab)	\$ 1,357,821	\$ -
FCO Commitments : (Should agree with committed column total on "Details-Fixed Capital Outlay" tab)	\$ 2,000,000	\$ -
Coronavirus/COVID-19 Commitments: (Should agree with committed column totals on "Details - COVID-19" tab)	\$ -	\$ -
Grand Total Commitments :	\$ 3,357,821	\$ -
H. Available E&G Carryforward Balance as of July 1, 2021:	\$ -	\$ 5,364,344

* Please provide supplemental **detailed descriptions** for these multiple-item categories in sections E, F, and G for operating, fixed capital outlay, and COVID-19 spending plans using Board of Governors templates provided (use worksheet tabs for "Details" included with this file).

Notes :

1. Florida Polytechnic University amounts include the Phosphate Research Trust Fund.
2. **2019 Senate Bill 190 amended 1011.45 F.S.** regarding university Education & General carryforward minimum reserve balances, reporting requirements, and allowable uses. 1011.45(2) states that *"Each university that retains a state operating fund carry forward balance in excess of the 7 percent minimum shall submit a spending plan for it's excess carry forward balance. The spending plan shall be submitted to the university's board of trustees for review, approval, or if necessary, amendment by September 1, 2020, and each September 1 thereafter. The Board of Governors shall review, approve, and amend if necessary, each university's carry forward spending plan by October 1, 2020, and each October 1 thereafter."* 1011.45(3) adds *"A university's carry forward spending plan shall include the **estimated cost per planned expenditure and a timeline for completion of the expenditure.**"* Three additional tabs are provided with this file to allow reporting of university detailed expenditure plans for each planned expenditure or project, a completion timeline, and amount budgeted for expenditure during the reporting fiscal year.

Florida Polytechnic University

2021-2022 University E&G Carryforward Spending Plans - Supplemental Details (Operating Plans)

Pursuant to 1011.45, Florida Statutes

July 1, 2021

			Budget				Project Timeline			Comments/Explanations
Line Item #	Carryforward Spending Plan Category	Specific Expenditure/Project Title	Total Amount to be Funded from Current Year E&G Carryforward Balance	RESTRICTED Restricted Balance as of July 1, 2021	COMMITTED Committed Balance as of July 1, 2021	E&G Carryforward Amount Budgeted for Expenditure During FY22	Total # Years of Expenditure per Project	Current Expenditure Year #	Estimated Completion Date (Fiscal Year)	
1.	Restricted by Appropriations	Advanced Mobility Institute	440,710	440,710		440,710	4	4	2022	Non-recurring E&G allocation funded in FY 2018-19 & 19-20 One time acquisiton of Capital Equipment paid in installments. These are not recurring expense operating leases. S&B for Temporary Employees Unemployment Compensation Trust Fund
2.	Information Technology (ERP, Equipment, etc.)	Equipment Leases (Laptops/Hardware)	74,361	74,361		74,361	5	4	2023	
3.	Student Services, Enrollment, and Retention Efforts	OPS support personnel	1,348,592	-	1,348,592	1,348,592	1	1	2022	
4.	Other Operating Requirements	(University Board of Re-employment Tax	9,229		9,229	9,229	1	1	2022	
5.										
6.										
7.										
8.										
9.										
10.			-	-	-	-				
Total as of July 1, 2021: *			\$ 1,872,892	\$ 515,071	\$ 1,357,821	\$ 1,872,892				

*Note: Should agree with respective restricted/contractual and/or committed category totals on "Summary" tab.

no encumbrances

