



UTAH SYSTEM OF  
HIGHER EDUCATION

## USHE 2024-2025 Budget Process Guidelines

The Commissioner's office developed the following preliminary budget guidelines for institutions to follow in creating FY 2024-2025 budget requests for approval by the Board.

**Budget Request Alignment with Tuition-Setting Process:** The intent of the Board's budget-setting process is to review and account for potential institutional needs such that tuition may be held to minimum increases. OCHE intends that tuition and fee increases for the 2024-2025 academic year will be minimal and that budget requests will be justifiable.

**Mandatory Cost Increases:** OCHE recommends that the Board request funding for mandatory cost increases to insurance premiums and other state-provided internal service funds as well as employee health insurance premium increases comparable to state employees.

**Compensation:** OCHE recommends that the Board request funds for the same compensation increases to salaries and retirement benefits as other state employees.

**Performance Funding:** OCHE tentatively recommends that the Board request \$50 million in new combined performance funding for degree-granting institutions and technical colleges. Institutions shall submit detailed plans for how they will use their portion of the performance funds based on the attached estimates provided by the Commissioner's office. Proposed uses of performance funding should generally support programs and activities that advance progress toward institution performance goals. The Board will make a final budget recommendation for the amount of performance funding at a later time.

**Growth Funding:** OCHE recommends that the Board request growth funding for degree-granting institutions and technical colleges as calculated by the Board's growth funding models. Pursuant to legislative intent, growth model methodologies will contemplate net growth across institution course levels. Calendar year 2019 annualized end-of-term, budget-related resident FTE will be used as the base to calculate growth in degree-granting enrollment for fiscal year 2023.

**Technical College and Degree-Granting Institution Equipment:** OCHE recommends that the Board request funding for institution equipment needed for growing programs. Institutions shall submit detailed funding requests for equipment needs that are necessary due to increased program demand. The Commissioner's office will review the requests and, working with the institutions, will refine the requests commensurate with projected state revenues.

**System Priorities:** The Board will identify and prioritize strategic initiatives which are administered by the Board and the Commissioner's office that will further the Board's strategic plan and may impact multiple institutions or benefit the system as a whole.