

Submit to Financial Analysis & Budgeting. Projected calculation on determining rate to be charged must accompany proposal in **EXCEL** format. Contact FAB at 6-3244 with questions.

ACTIVITY TITLE \_\_\_\_\_ Manager \_\_\_\_\_

Activity Description

Source of Revenue (describe) \_\_\_\_\_

Primary Purpose of Activity:    Instruction    Outreach    Student Services    Other (describe): \_\_\_\_\_

Areas to be Billed (%):    \_\_\_ Gen Fund    \_\_\_ Inc/Exp    \_\_\_ Students    \_\_\_ Outside Users    Other: \_\_\_\_\_

Clients Served (%):    \_\_\_ UVM Students    \_\_\_ UVM Faculty/Staff    \_\_\_ General Public

Activity is:    Recurring    Temporary or One-time

Department \_\_\_\_\_ Date \_\_\_\_\_

Responsible Chartstring

A Basic Revenue Activity may not generate >\$25,000 per fiscal year in revenue and must meet BOTH of the following criteria:

    No Grants Charged                  No Depreciable Equipment

Check the applicable boxes above and provide the