



THE UNIVERSITY
of NORTH CAROLINA
at CHAPEL HILL

ASSOCIATE VICE CHANCELLOR
for FINANCE

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July 17, 2007

To: Deans, Directors and Department Chairs
Cc: University Business Managers

From: Roger Patterson, Associate Vice Chancellor for Finance

Subject: Interdepartmental Fee Requests

In accordance with the Campus Interdepartmental Fees & Charges (IF&C) policy and procedure, requests for new interdepartmental fees, revisions to existing interdepartmental fees, and the elimination of interdepartmental fees that will go into effect during Fiscal Year 2008-09 must be submitted to the IF&C Committee no later than September 15, 2007. Rate increases and new fees received after the deadline will be rejected. The rate review and approval process must be completed and rate revisions and new fees announced to the campus no later than February 15, 2008, in advance of next year's Annual Budget Hearing Process.

The IF&C policy and procedure statement, rate development forms, and a list of committee members are located at the following web site:
<http://www.unc.edu/finance/budget/fee&charges.htm>. **Please pay close attention to the revised policy and procedure statement as a number of revisions have been made.**

Fees and charges associated with research service centers should be submitted to Kevin Maynor at the Office of Sponsored Research, 104 Airport Drive, CB #1350. Kevin can be reached at kevin_maynor@unc.edu or 962-4453.

All other interdepartmental fees and charges should be submitted to me at the Office of the Associate Vice Chancellor for Finance, 104 Airport Drive, CB #1225. I can be reached at roger_patterson@unc.edu or 962-7242.