



THE UNIVERSITY
of NORTH CAROLINA
at CHAPEL HILL

ASSOCIATE VICE CHANCELLOR
for FINANCE

304 SOUTH BUILDING
CB #1000
CHAPEL HILL, NC 27599-1000

T 919.962.1165
F 919.962.0647
www.unc.edu/finance

August 29, 2006

To: Deans, Directors, and Department Chairs
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 fees, revisions to existing fees, and fee eliminations that will go into effect during Fiscal Year 2007-08 must be submitted to the IF&C Committee no later than November 15, 2006. 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 in advance of the annual budget hearings.

The IF&C policies and procedures are located at the following Web site:
<http://www.unc.edu/finance/budget/fee&charges.htm>. Please pay close attention to the revised policies and procedures as a number of new requirements have been added.

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.

Please let me know if you have any questions.