

MEMORANDUM

To: Facility Planners

From: Harold Horton, Director, HEI
Stephanie McCann, Assistant Director, HEI
Michael Long, Analyst, HEI

Date: October 17, 2001

Re: Other Source of Funds File Structure Now Available

cc: HEI Liaisons
Chief Fiscal Officers
HEI Facilities Data Reporters
Rich Petrick, Vice Chancellor for Finance

The file structure is now final for the Other Source of Funds (OS) file. You may recall we passed out a draft of this file at the capital planning meeting that many of you attended in May. We appreciate the feedback that we received on this file. You may view the file layout at: <http://regents.ohio.gov/hei/datasubdoc/facilities/production/osfile.html>.

Please note that the purpose of this file is to provide a better picture of the amount of monies invested in the rehabilitation of buildings. Currently Regents staff have documentation of only state funds invested in buildings. In order to have a complete picture of building rehabilitation investments, Regents staff need to collect data on other contributions toward building rehabilitation.

These data will be used to determine a rehabilitation date for buildings for use in the aged space calculation. You may recall that, for the aged space calculation, Regents' staff look at each building and the investments in that building over the previous ten years. Beginning ten years back, all investments for each year are summed. When 50% of the replacement value of the building has been invested in the building, a rehabilitation date is assigned to that building. The replacement value of the building is reported in the Physical Structure Inventory (PS) file. Consider this example: In 2003, Building A has a replacement value of \$1 million. In 1993, January 3, 2005e invested in the building until 1998 when \$300,000 were invested in the building. Thus when funds for 1993 and 1998 are summed a total of \$550,000 (over 50% of the total replacement value) have been invested in the building. Thus, a rehabilitation date of 1998 is assigned to Building A. Building A is then treated as a 1998 building when being considered for the distribution of capital funds.

Because this file is primarily for use in the aged space calculation, you need only submit records for those buildings for which we calculate aged space. In the next few weeks, we will provide those who are designated as data reporters for this file with the building numbers and names for which aged space is calculated for your institution.

Please notice on the OS Data Submission Document the first submission involves eight years of other funds data and should be reported March 1, 2002 through April 30, 2002. We will need two more years of OS data in January 2003. After the two initial OS submissions, the file will

become a biennial submission that will be due in January of odd years. The individual submitting the data for this file will need access to HEI. Please determine the individual who should submit this file and have that individual contact the HEI liaison at your institution. Your liaison can go to their HEI account administration pages to assign access for the Other Source of Funds (OS) file. You can find your liaison's name on the WWW at:

[http://hei.regents.state.oh.us/cgi-pub/hotlink?\\$people_page?@PAGE=%22liaison%22](http://hei.regents.state.oh.us/cgi-pub/hotlink?$people_page?@PAGE=%22liaison%22)