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| **Fixed Cost:** **VP Area:****Department:****FDCC:** |
| Fixed costs are a collection of university wide expenditures over which the institution has very limited or no direct control. To be considered a fixed cost, **all of the following criteria must be met**: * Fulfills a university-wide need
* Externally mandated or very limited discretion
* Non-personnel related expense
 |
| Describe the fixed cost. |
|  |
| Describe how this fixed cost meets the above-referenced criteria.  |
|  |
| Describe efforts taken or planned to control costs or mitigate the need for this fixed cost. |
|  |
| Please provide financial information below. Double click in the table to enter quantity and rate information. The quantity will be based on the fixed cost pricing structure***. (Fixed Cost Information will be considered as a budget request if there is an increase from FY19 to FY20.)*** |
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