**UNIVERSITY OF CALIFORNIA, SAN FRANCISCO**

**MEMORANDUM OF UNDERSTANDING**

**Dated** XXXXXX

“CONTROL POINT”

**DEFICIT RESOLUTION PLAN**

The following is a memorandum of understanding that the deficit(s) at the chartstring(s) identified below will be addressed by the Control Point per the attached business plan(s). Reference [Deficit Monitoring and Resolution Policy 250-12](http://policies.ucsf.edu/policy/250-12).

**Schedule of Deficits**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Level 2 DeptID (Number & Title)** | **Fund** | **Fiscal Year Resolution** | **Reason** | **Amount** |
| 1 |  |  |  | Choose an item. |  |
| 2 |  |  |  | Choose an item. |  |
| 3 |  |  |  | Choose an item. |  |
| 4 |  |  |  | Choose an item. |  |
|  |  |  |  |  |  |
|  |  | | | **Total Deficit** |  |

(Insert additional lines as needed)

(Refer to the last page for definition of reasons)

Sample Table/Schedule for plans greater than two years:

**DeptID-Fund: Dept Title**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Beginning Balance | Change in Net Position/Contributions | Ending Position |
| 202x-2x |  |  |  |
| 202x-2x |  |  |  |
| 202x-2x |  |  |  |

(Insert additional lines as needed)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name Date

Title

Name of Control Point

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Michael Baldelli Date

Executive Director, Budget & Resource Management

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Mike Clune Date

Senior Associate Vice Chancellor and Chief Financial Officer

|  |  |
| --- | --- |
| **Reasons for Deficit** | |
| Structural Deficit | A deficit that results from a fundamental imbalance in revenues and expenditures |
| Operational Deficit | Deficit due to unforeseen one-time events or conditions. Example: Copier/printer breaks and bought a replacement |
| Sinking Fund | Required separate MOU between the Dean’s Office and BRM where a planned deficit is to be resolved through future funding revenue streams. |
| Timing | Deficit caused by delayed reporting of revenues or transfers |
| Controller's Office Error | Controller's Office entry error |