

From: [UGA Administrative Memos](#)
To: ADMNDIRECTORS-L@LISTSERV.UGA.EDU
Subject: FY 2025 (FY25) Budget Planning and Salary Setting
Date: Wednesday, April 17, 2024 4:18:47 PM

TO: Vice Presidents, Deans, Department Heads, and Directors

FROM: Jere W. Morehead, President
S. Jack Hu, Senior Vice President for Academic Affairs and Provost
Ryan Nesbit, Vice President for Finance and Administration

RE: FY 2025 (FY25) Budget Planning and Salary Setting

As the FY 2025 budget planning and salary setting process begins today, we want to share several highlights with you:

- UGA 's FY25 budget allocation from the USG includes the formula growth funding generated by UGA's FY23 student credit hours.
- We are also pleased that UGA's share of the FY24 state budget reduction of over \$19 million was partially restored in the FY24 Amended Budget and fully restored in the FY25 budget.
 - Therefore, we will not require any further redirection of funds or continued assessment on carry-forward balances.
 - However, units should continue to manage their carry-forward funds responsibly and strategically.
- We are grateful that a 4% Cost of Living Adjustment (COLA) is also included in the FY25 budget.
 - These increases, which are capped at \$3,000, recognize the dedication of faculty and staff who have worked tirelessly to serve our students and the citizens of the State of Georgia and bring the total COLA amount to as much as \$10,000 over the last three years.
 - While all regular, fully benefitted UGA faculty and staff will receive this COLA, the FY25 budget only includes funding for those employees paid from traditional state sources. The University is committed to ensuring all employees, regardless of funding source, benefit from this salary increase. There must be a plan to fully assume these salary increases during the upcoming fiscal year and beyond.

While the Board of Regents' 2025 Salary and Wage Administration guidelines are being

finalized, we are not able to provide any additional information about adjustments for targeted populations to address the competitive labor market. In the meantime, the University will be allocating funding for some limited salary adjustments outlined below in addition to the COLA.

Staff Salaries - Minimum Hiring Rate: For the twelfth time in the last thirteen years, UGA is directing additional funds in its FY25 budget to increase its minimum hiring rate (MHR) for regular, fully benefitted staff; the MHR will rise from \$33,000 to \$34,000 (\$16.35 per hour) on July 1, 2024 for all new regular, fully benefitted staff hired after July 1, 2024.

The FY25 budget also includes additional funding to ensure that all non-classified, part-time staff are earning a minimum of \$13.80 per hour (current minimum is \$13.25) and that all student employees are earning a minimum of \$11.50 per hour (current minimum is \$11.00).

Graduate Assistantship Stipends: To recognize the importance of graduate students and their contributions to teaching, research, and service and to assist in offsetting fees and other educational expenses, UGA is providing additional funds in its FY25 budget to increase the University's graduate student assistantship rates by 4%. This will increase the minimum fiscal-year, full-time rates to \$59,540 for master's students and \$64,375 for doctoral students. This self-funded increase by UGA is to recognize the increased cost of living for graduate students. Academic units, at their discretion, can implement additional increases as funding allows, but must first clearly document and receive approval for how any additional increase will not adversely impact the instructional mission. Additional information is provided in the Salary Guidelines noted below.

Please continue to manage your resources thoughtfully and use them to strategically support the educational experience of our students by enhancing the quality of our academic programs.

For more detailed information on salary administration, please refer to the Salary Increase Guidelines. These comprehensive guidelines can be found on the University Budget Office website at https://busfin.uga.edu/budget/pdf/Salary_Increase_Guidelines.pdf.

To meet the budget submission deadline set by the Board of Regents in preparation for the May 2024 Board meeting, your assistance in completing budget planning and salary setting by noon on **April 26, 2024** is appreciated.

The official FY 2025 budget planning and salary setting schedule can be found on the University Budget Office website at [https://busfin.uga.edu/budget/BPSSchedule25.pdf](https://busfin.uga.edu/budget/BPSSSchedule25.pdf).

If you have questions regarding the FY 2025 budget planning and salary setting process or the

information included on your Allocation Sheet, please contact the University Budget Office at (706) 542-2802 or email budgets@uga.edu. Thank you for your leadership, efforts and assistance in the University's budget planning and salary setting process.

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Administrative Memos are coordinated through the Office of the Senior Vice President for Academic Affairs and Provost. For more information, contact Mike Wooten at mwooten@uga.edu.