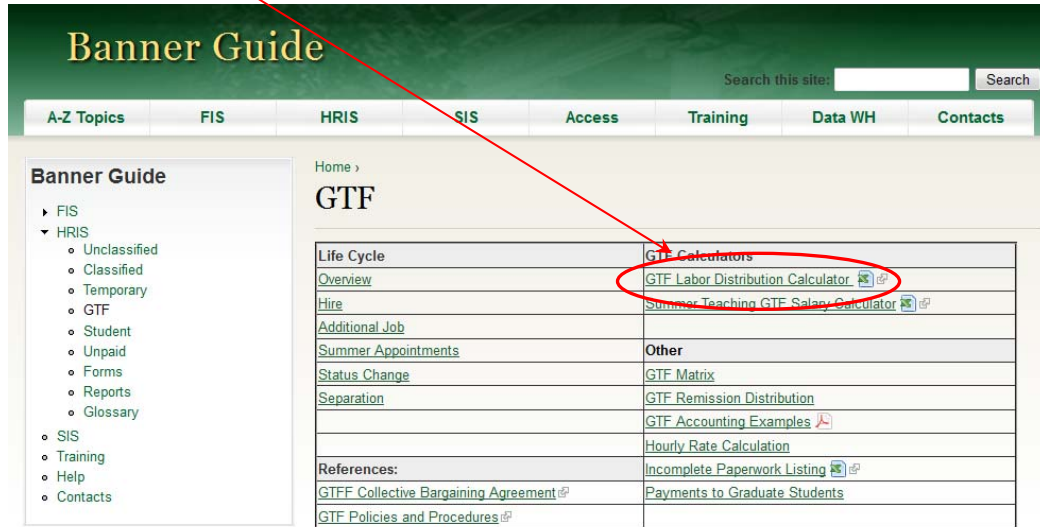


How to Use the GTF Calculator

Beginning in FY11, GTF tuition remissions became a component of OPE costs. As a result, GTF labor costs could no longer be separated from tuition remissions into different funds and/or indices. However, a similar cost split can be achieved through labor distributions among funds/indices. The GTF Labor Distribution Calculator form was developed to help with transitioning to this method of cost distribution; it is available in the Banner Guide.

To locate the calculator go to <http://bg.uoregon.edu/content/gtf#hris-GTF> and click on the “GTF Labor Distribution Calculator” link.



An Excel spreadsheet will open. Follow the instructions on the form:

- A. Enter the GTF’s salary in cell B4
- B. Enter the benefits from the schedule provided on the form [Fee Remission + Health Insurance + Tuition Remission (as applicable for school or college)] in cell B6
- C. Enter the budget available for each fund and/or index in cells B12 – B18
- D. The resulting percentages displayed in cells C12 – C18 may be used for the labor distribution

	A	B	C	D	E	F	G	H
1	GTF Labor Distribution Calculator							
2	Fill in the blue fields with the employee information							
3								
4	Salary					Benefits:		
5	Estimated OPE	-					Quarter	Academic Year
6	Benefits					Fee Remission	272.75	818.25
7						Health Insurance	1,305.00	3,915.00
8	Total Cost	-				Tuition Remission:		
9						AAA Architecture & Art	4,774.00	14,322.00
10						AAA Base	4,580.00	13,740.00
11	Index	Budget Amt	%			LCB Doctoral Programs	4,320.00	12,960.00
12			0.00%			LCB Master's of Accounting	5,123.00	15,369.00
13			0.00%			LCB MBA	5,570.00	16,710.00
14			0.00%			Education Base	4,852.00	14,556.00
15			0.00%			Ed Clinical Programs	5,806.00	17,418.00
16			0.00%			Ed Supervision Programs	5,221.00	15,663.00
17			0.00%			Music and Dance	4,481.00	13,443.00
18			0.00%			Arts and Sciences	4,320.00	12,960.00
19	Total Budget Amt	-	0.00%			Journalism & Communication	4,320.00	12,960.00
20						Graduate School	4,320.00	12,960.00
21						Law: Conflict Resolution	5,913.00	17,739.00
22	Instructions:							
23	1.) Enter the salary and the remission costs.							
24	2.) Enter the indices and the dollar amount budgeted for each indices.							
25	3.) The total cost must equal the total budgeted amount. An error message will display until totals match.							
26	4.) The % will automatically calculate based on the information you input into the blue fields.							
27						Law: JD	12,411.00	37,233.00
						Law: LLD	17,316.00	51,948.00