

Atlanta Regional Consortium for Higher Education Economic Impact Study Survey

General Instructions

The base year for the study is FY 2003 (Academic Year 2002-03). Unless otherwise specified, all data submitted should be for that year.

In responding to any request for information, please feel free to provide any additional data, descriptive information or qualifying statements about the data you feel would be helpful, including any important assumptions regarding the data's derivation or implications.

For purposes of completing the survey, it should be emphasized that a "best estimate" is preferable to no response at all. It is understood that institutional financial and data systems vary, and that the following information requests may not be completely compatible with the manner in which your institution produces its data reports.

All information provided to ARCHE and its consultants for this project will be confidential and will not be released to any other parties.

Questions

The research and analysis for this project is being undertaken by Human Capital Research Corporation (HCRC), based in Chicago.

Questions regarding this survey should be directed to HCRC at 847-475-7580, to either Royal Dawson (lead project researcher, royal@humancapital.com) or Brian Zucker (principal, brian@humancapital.com).

Questions regarding the project itself should be directed to ARCHE President Michael Gerber at 404-651-2668 or mgerber@atlantahighered.org.

Submission of Information

All of the requested information should be submitted to ARCHE by March 22, 2004.

Hard copy information should be sent to:

Atlanta Regional Consortium for Higher Education
50 Hurt Plaza, Suite 735
Atlanta, Georgia 30303
(Fax 404-651-1797)

Information that may be sent electronically should be directed to:

arche@atlantahighered.org.

Please provide the following contact information for the person responding to this survey:

Institution_____

Respondent's Name_____

Title/Position_____

Phone #_____

Email_____

1.0 Finance Information

- 1.1 Please provide copies of your institution's audited financial statements for FY 1999, FY 2000, FY 2001, FY 2002, and FY 2003 (or the equivalent for University System of Georgia institutions).
- 1.2 Please provide a copy of your institution's IPEDS "Finance" survey for FY 2003 (please provide as soon as available, since survey is not due to NCES until April 14).
- 1.3 Please identify all capital projects that were initiated, underway, or completed between FY 1999 and FY 2003 (including but not limited to design, new construction, renovation, site work, and furniture and fixtures considered capital in nature). Include all projects intended primarily to benefit your institution, regardless of funding source, ownership, or location on or off the main campus (including facilities funded, purchased, constructed or owned by an affiliated foundation or other institutional partner).

For each project, please provide the following information:

- a. Type of facility (research, classroom/office, dormitory, etc)
- b. Total project costs (from design through completion, including capital equipment)
- c. Year project was initiated
- d. Year project was, or is scheduled to be, completed
- e. Sources of funding for project

1.41 FOR PRIVATE INSTITUTIONS ONLY

For FY 2003, please provide the total dollar amount of privately-funded (as opposed to government-funded) awards received as gifts, grants and contracts benefiting your institution – both restricted and unrestricted. Of the total amount, approximately how much came from funding sources based outside of Georgia.

- a. Total amount of gifts from all private sources

\$_____

Amount of these gifts from private sources based outside GA

\$_____

b. Total amount of grants and contracts from all private sources

\$ _____

Amount of these grants and contracts from private sources based outside GA

\$ _____

1.42 **FOR PUBLIC INSTITUTIONS ONLY**

For FY 2003, please provide the total dollar amount of privately-funded (as opposed to government-funded) awards received as gifts, grants and contracts benefiting your institution – both restricted and unrestricted. Of the total amount, approximately how much came from funding sources based outside of Georgia.

a. Total amount of gifts to the institution from all private sources for academic purposes

\$ _____

Amount of these gifts from private sources based outside GA

\$ _____

b. Total amount of grants and contracts to the institution from all private sources for academic purposes

\$ _____

Amount of these grants and contracts from private sources based outside GA

\$ _____

c. Total amount of gifts to institution-related foundations from all private sources for academic purposes

\$ _____

Amount of these gifts from private sources based outside GA

\$ _____

d. Total amount of grants and contracts to institution-related foundations from all private sources for academic purposes

\$ _____

Amount of these grants and contracts from private sources based outside GA

\$ _____

e. Total amount of gifts to the institution from all private sources for athletic purposes

\$ _____

Amount of these gifts from private sources based outside GA

\$ _____

f. Total amount of grants and contracts to the institution from all private sources for athletic purposes

\$ _____

Amount of these grants and contracts from private sources based outside GA

\$ _____

g. Total amount of gifts to institution-related foundations from all private sources for athletic purposes

\$ _____

Amount of these gifts from private sources based outside GA

\$ _____

h. Total amount of grants and contracts to institution-related foundations from all private sources for athletic purposes

\$ _____

Amount of these grants and contracts from private sources based outside GA

\$ _____

1.5 Please provide an electronic file – preferably in Excel or Ascii format – of your institution's expenditures by vendor for FY 2003. Include in the file:

- a. Account (company) name
- b. Zip code
- c. Account category
- d. Total expenditure amount for that account during FY 2003

If you have expenditure or vendor categories that can be used to help broadly classify the type of purchases (e.g., utilities, professional services, food, etc.), please include that information.

2.0 Employee Information

- 2.1 Please provide a copy of your institution's IPEDS "Staff" survey for Fall 2002.
- 2.2 Please provide an electronic address file – preferably in Excel or ASCII format – showing the number of your institution's employees by their zip code of residence during FY 2003. Please include faculty, staff and those on the payroll, but exclude those who are outsourced workers, independent contractors, or your institution's students (such as teaching assistants or those in a work study program).

3.0 Enrollment Information

- 3.1 Please provide a copy of your institution's IPEDS "Enrollment" survey for Fall 2002.

4.0 Alumni Information

- 4.1 Please provide an estimate of the total living alumni who received a bachelor's (or associate's) degree from your institution, broken down as follows:

	Living GA Residents	Living Non-GA Residents
Male	_____	_____
Female	_____	_____
Total	_____	_____

- 4.2 Please provide an estimate of the total living alumni who received a graduate degree from your institution, broken down as follows:

	Living GA Residents	Living Non-GA Residents
Male	_____	_____
Female	_____	_____
Total	_____	_____

- 4.3 Please provide the estimated percentage of bachelor's (or associate's) degree recipients of your institution who go on to earn a graduate degree at your institution:

_____ %

5.0 **Visitor Information**

NOTE: To help estimate the total impact of institutional-related visitors, this study will utilize a standardized visitor budget per “person-day” based on the type of visit.

EXAMPLES: Family of four visits the campus to attend a football game and stays overnight – overnight-visit person-days = (number of persons) x (number of days in town) 4 X 2=8.
Student and both parents attend a weekend orientation and do *not* stay overnight – day-visit person-days = (number of persons) x (number of days in town) 3 X 1=3

For the following categories, please provide the estimated number of institution visitor person-days for day-visits and the estimated number of institution visitor person-days for overnight-visits in FY 2003:

- 5.1 Student, family, and friend visitation (prospective students, parent weekend, freshmen orientation, etc.; graduation/commencement related visits should be reported in 5.2)

Estimated total person-days for day-visits _____

Estimated total person-days for overnight-visits _____

- 5.2 Graduation and related commencement activities:

Estimated total person-days for day-visits _____

Estimated total person-days for overnight-visits _____

- 5.3 Alumni and related event visitation (homecoming, reunions, etc):

Estimated total person-days for day-visits _____

Estimated total person-days for overnight-visits _____

- 5.4 Sporting and athletic event visitation:

Estimated total person-days for day-visits _____

Estimated total person-days for overnight-visits _____

- 5.5 Arts and cultural event visitation:

Estimated total person-days for day-visits _____

Estimated total person-days for overnight-visits _____

- 5.6 Seminars, conferences, and academic-related visitation (professional, scientific, continuing education, etc):

Estimated total person-days for day-visits _____

Estimated total person-days for overnight-visits _____

- 5.7 Other visitation (for purposes such as health care, to see hospital patients, obtain veterinary care for animals, participate in summer camps, or any other reason); please specify the purpose of the visitation:

Estimated total person-days for day-visits _____

Estimated total person-days for overnight-visits _____

Purpose of other visits _____

6.0 Other Information

- 6.1 Please provide an organizational chart or listing that identifies any and all of your institution's related entities and affiliates (including but not limited to alumni associations, foundations, research corporations, etc).

- 6.2 Please provide copies of your institution's Annual Reports for FY 2001, FY 2002, and FY 2003 (if available).

- 6.3 Please list the most significant contributions your institution feels it makes to the broader community of the Atlanta region and State of Georgia, other than the delivery of educational services to students. These may be arts and cultural opportunities, the volunteer services of students or of faculty and staff, or research that benefits the public. In other words, in the final report that ARCHE produces from this study, what superlatives would you like cited that capture the broader role your institution serves in society.

- a. _____
- b. _____
- c. _____
- d. _____
- e. _____
- f. _____
- g. _____
- h. _____
- i. _____
- j. _____

- 6.4** Please provide examples of services and/or facilities offered to the community free of charge by your institution. Examples include free business or family counseling services, research on community issues, concerts or art exhibits, access to libraries and other facilities, adopt a school programs, student or faculty volunteer efforts, etc. Please provide any quantitative measures possible, such as number of concerts or art exhibits offered, number of volunteer hours contributed, number of citizens using the free services, etc.
- 6.5** Please provide summary information about your institution's operating units, related entities and affiliates, or special initiatives that focus on promoting economic development (e.g., business centers, incubators, research corporations). Please provide a brief summary of any "shining examples" of companies or businesses that spun-off out of your institution that are of particular notoriety or importance.
- 6.6** Please report the number of patents issued in each of the following years to your institution (or related entities/affiliates) or to your institution's faculty/staff. Please provide a brief summary of any of these patents that are of particular notoriety or importance.

	Institution or Related Entities	Faculty/Staff
FY 1999	_____	_____
FY 2000	_____	_____
FY 2001	_____	_____
FY 2002	_____	_____
FY 2003	_____	_____