



MINNESOTA STATE

DATE: July 28, 2023

TO: Leadership Council

FROM: Bill Maki, Vice Chancellor for Finance and Facilities

RE: 2023 Legislative Funding and Follow-up

As discussed at the June Leadership Council meetings, the results of the 2023 legislative session produced historic investments for Minnesota State, and we are grateful for the outcome. We welcome the opportunity to illustrate the impact the legislative support will have on students and the communities we serve.

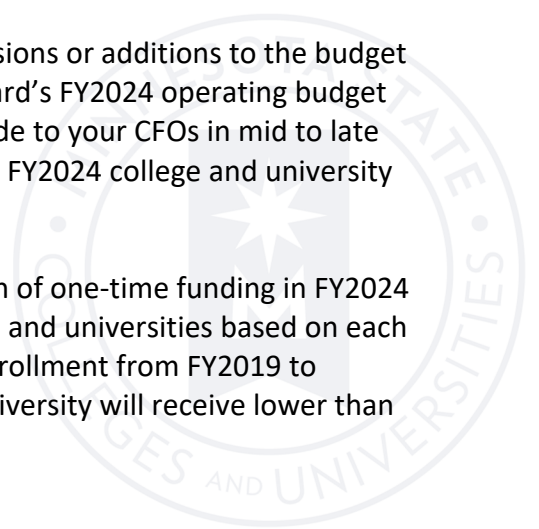
This communication is intended to highlight the process we will use to share with lawmakers how the funds are being invested at each college and university. This is an opportunity to share our story about the great work happening on your campuses. You will see below the follow-up requirements for the different funding, including the non-state match requirement for the Workforce and Economic Development funding in fiscal year 2025.

Below is a brief description of the appropriation, along with supporting documents, that highlights the college and university reporting responsibility.

Minnesota State Stabilization: The Legislature provided \$128 million for stabilization, which amounts to \$61.5 million in FY2024 and \$60.5 million in FY2025 for the campuses, with \$38 million ongoing in the tails. This amount was added to base-level state funding and allocated to colleges and universities using the system’s allocation model for general operating funds. The attached allocations were provided to college and university finance staff in May for use to finalize FY2024 budgets. (See Attachment 1)

College and University follow-up: If you have any significant revisions or additions to the budget narrative that was submitted in late May 2023 as part of the Board’s FY2024 operating budget approval, please submit that information.. A request will be made to your CFOs in mid to late September 2023 as part of the process of updating the Board on FY2024 college and university operating budgets at their October 2023 meeting.

Campus One-Time Support: The Legislature provided \$50 million of one-time funding in FY2024 for campus support. The funding is to be allocated to all colleges and universities based on each institution’s estimated tuition revenue loss due to declines in enrollment from FY2019 to FY2023. The bill includes a floor of \$300,000, so no college or university will receive lower than



that amount. College and university amounts will be distributed in September after FY2023 enrollment numbers are finalized. Each college and university's final allocation is unlikely to vary significantly from the estimates used during the legislative process. (See Attachment 2)

College and University follow-up: The higher education committee members were focused on each institution's enrollment, including the financial implications and campus strategies to increase enrollment and improve student success. These funds were made available to help fill the budget gap that almost all colleges and universities are facing. We will be asking that you provide strategies you will employ to balance your institution's budget, as well as investments to grow your enrollment. This request will be made through your CFOs in mid to late September 2023 as part of the process of updating the Board on FY2024 college and university operating budgets at their October 2023 meeting.

Tuition Freeze: The Legislature provided \$75 million to freeze tuition rates where they currently are, which amounts to \$25 million in FY2024 and \$50 million in FY2025. \$37.5 million is available in ongoing funding. The Board of Trustees may not set tuition rates in any undergraduate degree-granting program for the 2023-2024 and 2024-2025 academic years at a rate greater than the 2022-2023 academic year rates. In keeping with our ongoing practice, tuition relief funds were applied based on enrollment with a two-year lag. For FY2024, FY2022 numbers were used and the attached allocation amounts were provided to college and university finance staff in May for use in finalizing FY2024 budgets. (See Attachment 3)

College and University follow-up: With affordability being a concern for many Minnesota State students, please share with us what strategies were used to highlight this investment to prospective students at your institution. This request will be made through your CFOs in mid to late September 2023 as part of the process of updating the Board on FY2024 college and university operating budgets at their October 2023 meeting.

Student Support: The Legislature provided \$6.316 million for student support, which amounts to \$3.158 million each year of the biennium and ongoing in the base. The funding is intended to help campuses address basic needs insecurity, mental health and other high-need student support services through both systemwide activities and activity specific to your campus needs.

Funding will be utilized to sustain and expand basic needs and mental health resources currently available for all students at all colleges and universities such as the basic needs resource hub partnership with United Way 211 and the mental health training platform that will launch in August 2023. Additional basic needs and mental health resources previously recommended by the Basic Needs Committee and identified in previous budget requests will be pursued in collaboration with campus stakeholders. These additional resources include supplemental clinical mental health resources and emergency grant facilitation technology. In addition to enterprise solutions that will enhance our collective capacity in this area, funding will be made available to support campus specific initiatives that will enhance student support. This process will be coordinated by Academic and Student Affairs and will be launched in the fall of 2023.

Key contact: Dr. Paul Shepherd, Interim Associate Vice Chancellor for Student Affairs and Enrollment Management, paul.shepherd@minnstate.edu

Z-Degree Textbook Program/Open Educational Resources (OERs): The Legislature provided \$1 million in one-time additional funds each year of the biennium for a total of \$2 million to reduce students' out-of-pocket costs by expanding free offerings in course materials and resources, including through open educational resources, open textbooks, and implementation of Z-Degrees. Specifically, funds will support systemwide membership in the Open Education Network/Open Textbook Library, a repository for OER materials, Pressbooks publishing platform, faculty and staff development, and library resources.

During Fall Semester 2023, colleges and universities may apply for campus funding to explore, implement, or expand zero-textbook-cost degrees. Additionally, cohorts of college and university faculty may apply to create accessible, interactive, culturally responsive OERs for transfer pathway content courses. Funds will support one or two pathway cohorts with project management, equity coaching, instructional design, and compensation to do so.

Key contact: Dr. Kim Lynch, Senior System Director for Educational Development and Technology, kim.lynch@minnstate.edu

Equipment and Learning Environments: The Legislature provided \$13.5 million in one-time funding for equipment and learning environments, which is \$6.75 million each year of the biennium to assist with upgrades to college and university equipment and learning environments. For FY2024, distribution of these funds will use the same methodology as is used for leveraged equipment funding distribution, but with an allocation minimum of \$100,000 and maximum of \$400,000. (See Attachment 4)

College and University follow-up: The FY2024 funding does not require a match. For FY2024, we ask that you provide detail on what equipment or learning environment will be upgraded at your institution based on the allocation in Attachment 4. Please let us know if any of these funds are not consistent with your institution's objectives, and we will redistribute the funds accordingly.

The \$6.75 million appropriated in FY2025 is to be matched with cash or in-kind contributions from non-state sources. Campuses will need to commit to raising the match by October 1, 2023, with the goal of securing funding by July 1, 2024. The funds for FY2025 will be allocated differently. Instead of going out to every campus based on a formula, we will initiate an RFP process. More information will be forthcoming.

Key contact: Shannon Bryant, Executive Director for Workforce and Economic Development, shannon.bryant@minnstate.edu

Develop and Expand Industry Sector Programming: The Legislature provided \$13.5 million in one-time funding for program development, which is \$6.75 million each year of the biennium to develop and expand industry sector programming to build capacity and support new and

redesigned curricular options with an emphasis on offering students work-based learning experiences. For FY2024, each institution will receive \$201,500. It was determined that sending an equal amount to each college and university provides the largest immediate statewide impact of this funding.

The \$6.75 million appropriated in FY2025 will need to be matched with cash or in-kind contributions from non-state sources. An RFP process will be in place by October 2023 that will outline the criteria, which will include identifying the non-state match. Awards for FY2025 will be capped at \$1 million.

College and University follow-up: We ask that you report back to us regarding how these funds are planned to be utilized to expand sector programming. This request will be made through your CFOs in mid to late September 2023 as part of the process of updating the Board on FY2024 college and university operating budgets at their October 2023 meeting. Please let us know if any of these funds are not consistent with your campus objectives, and we will redistribute the funds accordingly.

Key contacts: Dr. Jesse Mason, Associate Vice Chancellor for Academic Affairs, jesse.mason@minnstate.edu
Shannon Bryant, Executive Director for Workforce and Economic Development, shannon.bryant@minnstate.edu

Child Development Associate Degree Pathway: The Legislature provided \$475,000 in one-time funding in FY2024 to develop a transparent pathway for current child development associate credential holders to be awarded academic credit that aligns with related academic certificate, diploma, and degree programs. Money must be used to develop curriculum at eight colleges and universities, develop training and advising tools for those institutions, and form a statewide advisory committee to advise the project development.

College and University follow-up: Those impacted colleges and universities will work with System Office Academic and Student Affairs leadership on the deployment of these funds.

Key contact: Dr. Jesse Mason, Associate Vice Chancellor for Academic Affairs, jesse.mason@minnstate.edu

Menstrual Products: The Legislature provided \$482,000 in FY2024 and \$282,000 in FY2025 and ongoing in the base for Minnesota State campuses to meet the new statutory requirement to provide menstrual products in campus restrooms used by students free of charge. Funds will be distributed based on gross square feet of general fund academic space and revenue fund space with restrooms. (See Attachment 5)

College and University follow-up: By October 1, 2023, campuses must report on how this legislative initiative has been implemented in restrooms on campus, along with providing documentations of the expenditures. A master spreadsheet is being made available to your facilities director for compiling the required information.

Key contacts are listed in Attachment 5.

Unemployment Insurance: The Legislature provided \$809,000 each year for aid payments to reimburse colleges and universities for increased unemployment insurance costs due to the addition of seasonal employees as being eligible for unemployment insurance in certain situations if the employee worked “in a capacity other than instructional, research, or principal administrative capacity.” For each fiscal year, each college or university's aid must be calculated as the difference between fiscal year 2022's unemployment insurance costs and the current year's unemployment insurance costs, as reflected in the unemployment insurance employer accounts maintained by the state. This methodology is set in new statute section 268.193. This statute also requires that payments will be proportionately reduced if the total eligible unemployment insurance aid for a fiscal year is greater than the appropriation for that year.

College and University follow-up: Unemployment Insurance claims should be reviewed and paid as they have been in the past. After all final invoices for the fiscal year are paid, the aid amount for each institution will be calculated and transferred as a reimbursement. More information on timing will be available as year-end reconciliations begin to be prepared.

Key contact: Steve Ernest, System Director of Financial Planning and Analysis,
steve.ernest@minnstate.edu

Individual Retirement Account Plan (IRAP) Employer Contributions: The Legislature appropriated \$861,000 in FY2024 and \$872,000 in FY2025 for costs associated with increasing the employer contribution rates for IRAP accounts from 6 percent to 8.75 percent. Based on actual match activity, amounts will be regularly transferred to institutions and may be proportionally reduced if funding is insufficient.

College and University follow-up: Statewide payroll tables have been updated for the new employer matching amounts. A process is being developed to transfer funds to colleges and universities on a regular basis to reimburse for the increased match amounts paid out by each institution.

Key contact: Steve Ernest, System Director of Financial Planning and Analysis,
steve.ernest@minnstate.edu

We acknowledge that there is much work to be done and with some sense of urgency. Your thoughtful work on this will be appreciated by a wide variety of students, community partners, legislators and others. Successful implementation of this new funding will help position the system well for potential future funding requests.

Cc: Senior Academic Officers
Senior Student Affairs Officers
Chief Financial Officers

**Minnesota State
FY2024
COLLEGE/UNIVERSITY ALLOCATION
(BASED ON FY2022 DATA)**

Institution Name	% Share of FY2023 Allocation	% Share of FY2024 Allocation Framework	50% FY2023 Allocation % Share	50% FY2024 Allocation Framework % Share	FY2024 Base Allocation, including \$61.5 million in NEW Stabilization funds	% Share of FY2024 Base Allocation	\$ Change Over FY2023	% Change Over FY2023
Alexandria TCC	1.72%	1.80%	5,710,365	5,960,183	11,670,548	1.76%	1,329,798	12.9%
Anoka Ramsey CC - Anoka TC	4.70%	4.85%	15,601,054	16,094,681	31,695,735	4.77%	3,444,194	12.2%
Bemidji SU & Northwest TC-Bemidji	3.85%	3.89%	12,787,029	12,905,813	25,692,842	3.87%	2,537,146	11.0%
Central Lakes College	2.28%	2.37%	7,579,852	7,885,008	15,464,861	2.33%	1,738,704	12.7%
Century College	4.17%	4.21%	13,843,713	13,994,979	27,838,692	4.19%	2,769,474	11.0%
Dakota County TC - Inver Hills CC	3.87%	3.87%	12,863,324	12,855,741	25,719,066	3.87%	2,425,208	10.4%
Fond du Lac Tribal & CC	0.87%	0.91%	2,896,991	3,017,847	5,914,838	0.89%	668,752	12.7%
Hennepin Technical College	3.16%	3.11%	10,486,247	10,319,644	20,805,891	3.13%	1,816,621	9.6%
Lake Superior College	2.50%	2.46%	8,294,781	8,166,725	16,461,506	2.48%	1,440,705	9.6%
Metropolitan State University	4.79%	4.79%	15,888,041	15,910,342	31,798,383	4.79%	3,027,145	10.5%
Minneapolis College	3.64%	3.61%	12,082,905	11,973,774	24,056,679	3.62%	2,176,062	9.9%
Minnesota North College	2.95%	2.92%	9,801,255	9,697,122	19,498,377	2.94%	1,749,540	9.9%
Minnesota SC-Southeast	1.32%	1.36%	4,372,219	4,508,602	8,880,822	1.34%	963,284	12.2%
Minnesota State CTC	3.13%	3.06%	10,394,812	10,146,229	20,541,041	3.09%	1,717,348	9.1%
Minnesota SU Moorhead	4.40%	4.24%	14,597,845	14,062,844	28,660,689	4.32%	2,225,834	8.4%
Minnesota SU, Mankato	9.05%	9.35%	30,054,756	31,032,674	61,087,430	9.20%	6,662,059	12.2%
Minnesota West CTC	2.06%	2.16%	6,851,151	7,179,910	14,031,062	2.11%	1,624,491	13.1%
Normandale Community College	4.19%	4.34%	13,898,065	14,424,429	28,322,494	4.27%	3,154,851	12.5%
North Hennepin Community College	2.87%	2.84%	9,532,440	9,438,719	18,971,159	2.86%	1,709,113	9.9%
Northland CTC	1.94%	1.92%	6,447,660	6,390,004	12,837,664	1.93%	1,161,765	10.0%
Pine TCC	0.87%	0.97%	2,880,713	3,224,360	6,105,072	0.92%	888,465	17.0%
Ridgewater College	2.41%	2.37%	7,992,632	7,857,777	15,850,409	2.39%	1,376,761	9.5%
Riverland Community College	1.88%	1.92%	6,235,772	6,391,081	12,626,853	1.90%	1,334,657	11.8%
Rochester CTC	2.74%	2.78%	9,088,332	9,232,764	18,321,096	2.76%	1,863,273	11.3%
Saint Paul College	3.19%	3.10%	10,594,663	10,301,998	20,896,661	3.15%	1,711,063	8.9%
South Central College	2.09%	2.15%	6,933,749	7,123,412	14,057,161	2.12%	1,501,016	12.0%
Southwest Minnesota SU	3.15%	3.19%	10,448,582	10,578,247	21,026,829	3.17%	2,105,766	11.1%
St. Cloud SU	8.28%	7.66%	27,507,591	25,417,287	52,924,878	7.97%	3,112,101	6.2%
St. Cloud TCC	2.38%	2.39%	7,918,897	7,949,344	15,868,240	2.39%	1,528,117	10.7%
Winona SU	5.56%	5.42%	18,446,901	17,990,801	36,437,701	5.49%	3,032,691	9.1%

**One-time Campus Support Allocation
Based on Five Year Change in Enrollment (FY2019-FY2023)**

Institution	Actual FY2019	Projected FY2023	Enrollment Chg FY19-23	FY2023 Per Credit Rate	Estimated Revenue Change from Enrollment Change	\$50M Conference Committee
Colleges						
Alexandria Technical & Community College	1,783	1,810	27	182.61	(150,434)	300,000
Anoka-Ramsey Community College	5,322	4,497	(825)	164.72	4,077,166	1,392,373
Anoka Technical College	1,270	1,148	(122)	189.75	693,176	300,000
Central Lakes College	2,633	2,510	(123)	180.79	668,742	300,000
Century College	5,984	5,060	(924)	182.49	5,059,718	1,727,919
Dakota County Technical College	1,900	1,840	(60)	191.98	345,276	300,000
Fond du Lac Tribal and Community College	989	820	(169)	180.59	916,296	312,920
Hennepin Technical College	3,214	2,510	(704)	178.06	3,762,764	1,285,003
Inver Hills Community College	2,844	2,100	(744)	180.66	4,033,036	1,377,302
Lake Superior College	3,122	2,396	(726)	166.52	3,625,057	1,237,975
Minneapolis College	4,620	3,880	(740)	175.45	3,894,569	1,330,015
Minnesota North College	3,299	2,450	(849)	179.13	4,563,892	1,558,592
Minnesota State College Southeast	1,145	1,090	(54)	189.18	308,662	300,000
Minnesota State Community and Technical College	3,915	3,172	(743)	180.80	4,032,039	1,376,962
Minnesota West Community & Technical College	1,965	1,892	(73)	194.94	426,451	300,000
Normandale Community College	6,809	6,084	(725)	178.23	3,875,968	1,323,663
North Hennepin Community College	4,041	2,730	(1,311)	187.58	7,375,664	2,518,827
Northland Community & Technical College	2,123	1,438	(685)	187.58	3,856,063	1,316,865
Northwest Technical College	588	505	(83)	196.55	492,299	300,000
Pine Technical & Community College	820	783	(37)	174.09	190,994	300,000
Ridgewater College	2,490	2,139	(351)	182.42	1,922,360	656,496
Riverland Community College	2,066	1,985	(81)	186.17	451,946	300,000
Rochester Community and Technical College	3,498	2,983	(515)	185.49	2,865,987	978,749
St. Cloud Technical and Community College	3,131	2,460	(671)	179.71	3,619,018	1,235,913
Saint Paul College	4,509	3,466	(1,043)	185.87	5,818,270	1,986,969
South Central College	2,138	1,795	(343)	183.18	1,884,373	643,523
Subtotal: Colleges	76,219	63,543	(12,703)		68,609,352	24,960,066
Universities						
Bemidji State University	4,214	3,225	(989)	299.80	8,898,034	3,038,724
Metropolitan State University	5,937	4,830	(1,107)	285.70	9,485,611	3,239,385
Minnesota State University, Mankato	13,256	13,060	(196)	278.50	1,640,922	560,383
Minnesota State University Moorhead	5,258	4,167	(1,091)	294.59	9,644,230	3,293,553
St. Cloud State University	10,428	7,262	(3,166)	293.74	27,895,473	9,526,446
Southwest Minnesota State University	3,565	3,240	(325)	294.67	2,870,790	980,389
Winona State University	7,216	5,680	(1,536)	279.58	12,887,226	4,401,053
Subtotal: Universities	49,874	41,464	(8,410)		73,322,286	25,039,934
System Total	126,094	105,007	(21,114)		141,931,638	50,000,000

Notes:

Distribution of funds would occur in FY2024 and be no later than October 15, 2023 after FY2023 enrollment figures are finalized
Colleges and Universities would receive an estimate of their distribution at the start of the fiscal year for planning purposes

Bill Language: This appropriation includes \$50,000,000 in fiscal year 2024 for onetime campus support. The Board of Trustees must allocate this amount to all colleges and universities based upon on each institution's estimated tuition revenue loss due to declines in enrollment from fiscal year 2019 to fiscal year 2023, except that no institution shall receive an allocation less than \$300,000. This is a one-time appropriation. The base for this appropriation in fiscal year 2026 and later is \$0.

Minnesota State Finance Division - FP&A

5/8/2023

Minnesota State Colleges and Universities

Tuition Relief Summary

College/University	FY14-15 Tuition Relief	FY16-18 Tuition Relief (College Only) (Prorated)	NEW FY24-25 Tuition Relief	Total Tuition Relief
Alexandria Technical College	451,800	654,801	339,545	1,446,146
Anoka Ramsey CC - Anoka Technical College	1,539,656	2,167,926	1,080,285	4,787,867
Bemidji State University & Northwest Technical College-Bemidji	1,405,207	231,748	1,216,889	2,853,844
Central Lakes College	495,717	711,962	368,838	1,576,518
Century College	1,471,266	2,132,995	1,104,987	4,709,248
Dakota County Technical College	529,241	807,175	418,155	1,754,571
Fond du Lac Tribal & Community College	106,169	152,310	78,908	337,387
Hennepin Technical College	734,637	1,039,187	538,352	2,312,175
Inver Hills Community College	636,405	913,447	473,176	2,023,028
Lake Superior College	664,207	882,951	455,195	2,002,353
Metropolitan State University	1,873,290	-	1,557,961	3,431,251
Minneapolis Community and Technical College	1,083,652	1,518,898	782,475	3,385,024
Minnesota North College	701,133	997,744	516,887	2,215,764
Minnesota SC-Southeast Technical	286,656	432,951	223,184	942,792
Minnesota State Community and Technical College	787,718	1,142,863	586,133	2,516,715
Minnesota State University, Moorhead	1,474,852	-	1,264,747	2,739,599
Minnesota State University, Mankato	4,556,957	-	3,694,379	8,251,336
Minnesota West Community and Technical College	485,306	751,559	389,353	1,626,219
Normandale Community College	1,684,543	2,455,886	1,235,635	5,376,064
North Hennepin Community College	870,589	1,297,365	672,089	2,840,043
Northland Community & Technical College	433,907	646,380	334,973	1,415,259
Pine Technical & Community College	166,741	230,551	119,466	516,759
Ridgewater College	617,778	899,596	463,802	1,981,176
Riverland Community College	497,330	739,063	381,049	1,617,442
Rochester Community and Technical College	863,524	1,279,197	659,208	2,801,929
Saint Paul College	964,705	1,408,268	737,957	3,110,930
South Central College	509,394	741,263	384,024	1,634,681
Southwest Minnesota State University	723,814	-	620,868	1,344,682
St. Cloud State University	2,326,750	-	1,989,560	4,316,310
St. Cloud Community and Technical College	741,655	1,063,912	548,531	2,354,098
Winona State University	2,166,686	-	1,763,391	3,930,077
Total	31,851,286	25,300,000	25,000,000	82,151,286

Minnesota State
FY2024 Distribution of New Equipment and Learning Environments Funding

Allocations determined by 5 year average of instructional equipment spending
Allocation floor of \$100,000 and allocation ceiling of \$400,000

Institution	FY2024 Equipment & Learning Environments Funding
Alexandria Technical & Community College	146,107
Anoka-Ramsey Community College & Anoka Technical College	
Anoka Technical College	118,121
Anoka-Ramsey Community College	111,955
Bemidji State University & Northwest Technical College	
Bemidji State University	257,803
Northwest Technical College	100,000
Central Lakes College	185,163
Century College	156,217
Dakota County Technical College/Inver Hills Community College	
Dakota County Technical College	245,264
Inver Hills Community College	106,893
Fond du Lac Tribal & Community College	100,000
Hennepin Technical College	389,684
Lake Superior College	311,500
Metropolitan State University	200,503
Minnesota North College	400,000
Minnesota West Community & Technical College	329,383
Minnesota State Community & Technical College	225,744
Minneapolis Community & Technical College	100,000
Minnesota State College Southeast	100,000
Minnesota State University Moorhead	100,000
Minnesota State University, Mankato	400,000
North Hennepin Community College	177,463
Normandale Community College	201,103
Northland Community & Technical College	165,805
Pine Technical and Community College	100,000
Ridgewater College	348,441
Riverland Community College	105,260
Rochester Community and Technical College	139,755
St. Cloud State University	251,327
South Central College	131,546
Southwest Minnesota State University	246,716
Saint Paul College	249,599
St. Cloud Technical and Community College	148,648
Winona State University	400,000

Total Funds Distributed

6,750,000

FP&A 07/12/2023



Menstrual Product Appropriation Allocation, Fiscal Year 2024

The law providing state appropriations to Minnesota State for the fiscal 2024-2025 biennium includes a mandate to provide free access to menstrual products and funding to pay for that mandate. Laws of 2023, Chapter 41, adds the following section to permanent state statute:

Sec. 2. [135A.1365] ACCESS TO MENSTRUAL PRODUCTS.

The Board of Trustees of the Minnesota State Colleges and Universities shall, and the Board of Regents of the University of Minnesota is requested to, provide students with access to menstrual products at no charge. The products must be available in restrooms used by students. For purposes of this section, "menstrual products" means pads, tampons, or other similar products used in connection with the menstrual cycle.

The funding in the following paragraph limits the use of these dollars to this purpose only:

(n) \$482,000 the first year and \$282,000 the second year are to pay the cost of supplies and equipment necessary to provide access to menstrual products for purposes of Minnesota Statutes, section 135A.1365.

Since most colleges and universities need to add hardware for this purpose to restrooms used by students, the fiscal year 2024 appropriation includes money for initial installations and will be distributed based on gross square feet of general fund academic space and revenue fund space with restrooms. The 2024 amounts by institution are shown in the table on page 3. Future allocations may be made based on the results of the fiscal year 2024 implementation. As an example, student headcount or something else that ties better with restocking needs may be considered.

These amounts are being distributed to institutions' GEN appropriation groups. The funds need to be segregated in a unique cost center under program code 710 - Physical Plant Operations and dedicated for this purpose only. Please let the System Office know your cost center is in an e-mail to budget@minnstate.edu.

Some institutions have already been working with vendors such as Aunt Flow, a nationwide provider that has pricing specific to educational institutions. For institutions where this is a new activity, products are available in bulk through several catalogs in Marketplace, such as Innovative Office Solutions, ODP, Staples, Abundant 180 (Grainger), and MSC. Products are easy to locate within a Marketplace vendor's punch out website by doing a keyword search. System Office Purchasing staff are also looking into the possibility of adding a blanket contract to provide greater savings.

Facilities staff or those you designate at your institution are asked to track numbers of restrooms and hardware installations in order to address follow-up questions anticipated from the legislature. This includes 1.) an inventory of the total number of restrooms readily available to and used by students, 2.) the number of these restrooms where menstrual products were available (using July 1, 2023, as a date of demarcation), and 3.) the number of restrooms newly equipped with menstrual products given the FY2024 funding. It is expected menstrual products will be made available in the balance of restrooms with local resources. We ask that you provide an update of your tracking with the spreadsheet provided for this to brian.yolitz@minnstate.edu, by October 1, 2023. The spreadsheet is posted for downloading from [Finance Connect](#). Include any additional provisions or actions you have taken in making menstrual products available to students at no charge at your institutions. As discussed in legislative testimony, restroom facilities should be upgraded for menstrual product availability regardless of any gender identifications on individual facilities.

This was a student-led initiative; there will be interest from student groups and others in being kept informed about the progress of these changes. The possibility of a student-led effort to assist with education related to these changes has also been discussed.

Key contacts for questions:

Facilities/Availability Reports: Brian Yolitz, brian.yolitz@minnstate.edu

Purchasing: Tim Anderson, timothy.anderson@minnstate.edu

Accounting: Campus Assistance, [Finance Connect \(sharepoint.com\)](#)



Minnesota State

Menstrual Product Allocation Based on Academic GSF and Revenue GSF
(only Revenue Fund space with restrooms)

Institution	FY2022 GSF	FY2024 Allocation
Alexandria TCC	486,961	\$ 8,980
Anoka Ramsey CC - Anoka TC	892,932	\$ 16,466
Bemidji SU & Northwest TC-Bemidji	1,537,447	\$ 28,351
Central Lakes College	633,631	\$ 11,684
Century College	739,917	\$ 13,644
Dakota County TC - Inver Hills CC	865,176	\$ 15,954
Fond du Lac Tribal & CC	159,542	\$ 2,942
Hennepin Technical College	913,921	\$ 16,853
Lake Superior College	399,066	\$ 7,359
Metropolitan State University	414,800	\$ 7,649
Minneapolis CTC	1,018,836	\$ 18,788
Minnesota North College (NHED)	1,026,759	\$ 18,934
Minnesota SC-Southeast	284,059	\$ 5,238
Minnesota State CTC	730,472	\$ 13,470
Minnesota SU Moorhead	1,722,852	\$ 31,770
Minnesota SU, Mankato	2,800,646	\$ 51,645
Minnesota West CTC	554,439	\$ 10,224
Normandale Community College	609,559	\$ 11,240
North Hennepin Community College	490,064	\$ 9,037
Northland CTC	491,285	\$ 9,059
Pine TCC	112,270	\$ 2,070
Ridgewater College	672,725	\$ 12,405
Riverland Community College	526,672	\$ 9,712
Rochester CTC	616,429	\$ 11,367
Saint Paul College	557,150	\$ 10,274
South Central College	412,682	\$ 7,610
Southwest Minnesota SU	1,233,169	\$ 22,740
St. Cloud SU	2,819,166	\$ 51,986
St. Cloud TCC	502,694	\$ 9,270
Winona SU	1,913,148	\$ 35,279
Total	26,138,469	\$ 482,000