



MEMORANDUM

TO: UHD Unit Managers
FROM: Loren J. Blanchard, Ph.D., President
DATE: November 10, 2023

RE: Plan/Budget Development – FY2025

This memorandum denotes the official start of the university's budget development process for fiscal year 2025 (FY2025). We are entering this new budget cycle and our 50th anniversary year with tremendous anticipation. I am confident that our 2025 budget will be the result of a clear vision, strategic planning and, of course, strong finances.

Together, we have navigated the fiscal challenges of the past few years with patient determination and drive. As we move forward, we must continue the same resolve. *A New Paradigm*, UHD's robust five-year Strategic Plan, will again guide the budget development process by allocating the resources needed to achieve UHD's seven strategic goals:

- Enhancing Student Success
- Cultivating more Strategic Partnerships
- Creating a Dynamic Academic Environment
- Engaging Faculty and Staff
- Building Sustainable Operations
- Elevating Visibility and Recognition
- Promoting Impactful Knowledge Creation

Student success is vital to UHD's sustainability and growth, and our *Enhancing Student Success* goal remains a shared responsibility central to all that we do. As we work together to achieve all seven goals, let us remember that our progress on each has an effect that ripples out to enhance the experiences of our students, faculty and staff. The strong Fall 2023 semester enrollment results are a strong indicator of the effectiveness of the enhanced recruitment and retention strategies implemented last year with the support of the campus community. As we continue improving, we will begin to see that impact carry over to our university's overall operational portfolio. Our FY2025 budgeting guidelines are designed to keep us moving in the right direction and to ensure that we reach a sustainable level of financial health that allows us to evolve even further as a comprehensive, urban university.

In the coming days, the guidelines for the FY2025 plan and budget development will be distributed to all unit managers. When developing budgets for FY2025, unit managers should ensure that all initiatives align with UHD's strategic goals. To ensure efficient and effective use of the University's resources, units are encouraged to review existing base

budgets and reallocate funds as needed to address the greatest priorities. Also, each unit should consider whether existing fund balances can be used to fund new initiatives.

Should you have any questions about the FY2025 guidelines or the budget development process, please feel free to contact Preston Heng, Director of Budget, at hengp@uhd.edu.

Thank you for your service and your continued commitment to the mission and the spirit of excellence at the University of Houston-Downtown.