OPE (Other Payroll Expenses) is an expense classification that includes the costs of payroll taxes, PERS, medical insurance, fringe benefits and other payroll-related items accruing to college employees. Rates are calculated annually and are assessed as a percentage allocation to full-time and part-time salaries.

Actual expenditures for all funds are accounted for in subfund 111300, which is a sub fund of the General Fund 1.

The subfund generates revenue by charging the other subfunds an OPE % base on salaries.

In a perfect case, subfund 111300 would charge enough revenue to cover expenditures.

Below is instructions in setting the OPE calculation.

**Other Payroll Expenditures (OPE) % calculations**

1. In March, Salaries for all funds are estimated for next fiscal year. Estimated for full time and part time.
2. By March, calculate estimate of PERS participation. (% that is PERS eligible and of that estimate tier 1/2 vs OSRP.)
3. By March, project current year OPE Fund to include any surplus or deficits.
4. Input any known changes, ie debt service for PERs bonds, PERS rates, etc.
5. Build in reserves for unknowns, ie health insurnce increase, bargaining of employer portion of health, unemployment, worker's comp etc.