Unrelated Business Income Tax (UBIT) Questionnaire
Fiscal Year 2022 (7/1/2021-6/30/2022)

Goal of the Questionnaire: The Internal Revenue service has rules to prevent tax exempt organizations from having an unfair advantage over for-profit businesses that do pay tax on their profits. In recent years, universities have come under IRS scrutiny for the information they report on their annual 990-T form or Unrelated Business Income Tax return (UBIT). To make sure NCSU is in compliance with the IRS regulations and our 990T form is accurate, we are asking departments to provide information on their revenue generating activities by 8/31/2022. Even though most activities will not generate tax and are consistent with our exempt purposes, we need your assistance to complete the below questionnaire to ensure NCSU is in compliance with IRS requirements.

Revenue generating project ID #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Brief description of the sales or services sold: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Who are the customers of the above described sale or service? Circle all that apply.

* NCSU students, faculty or staff
* NCSU alumni
* Other NC state agencies or universities ; NC county agencies
* Federal government
* Out of state governments or state universities
* Private colleges & universities
* Individuals (general public)
* Companies (private or public)
* Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please answer the following YES/NO questions about the revenue generating activity in the project.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | **YES** | **No** | **Comment** |
| GENERAL QUESTIONS: |
| * Are the sales of goods or services conducted for the primary purpose of generating a profit?
 |  |  |  |  |
| * Are the revenue generating activities conducted on a regular basis?

(e.g. all year, seasonally, periodic)  |  |  |  |  |
| * Are the goods or services you sell also sold by local or national companies? Do you have competition for your customers?
 |  |  |  |  |
| * Are the goods or services only sold to, and for, the convenience of NCSU’s students, faculty or staff?
 |  |  |  |  |
| * Are the sales of services or goods related to NCSU’s exempt purpose?

*NCSU’s exempt purpose is to educate students and the greater North Carolina community through science, research, testing, scientific, literary, athletics or other charitable means.* |  |  |  |  |
| * Do students generate over 50% of the total income earned by this activity?
 |  |  |  |  |
| * Are students participating in this activity as part of a required learning experience?
 |  |  |  |  |
| * Do students earn credit towards their degree by participating?
 |  |  |  |  |
|  |  | **YES** | **No** | **Comment** |
| * Do volunteers generate over 85% of the income earned by this activity?
 |  |  |  |  |
| * Are the sales conducted via the internet or mail order?
 |  |  |  |  |
| * Is over 85% of the total income in this project from the sale of donated merchandise?
 |  |  |  |  |
| * Is the only revenue in this project generated from royalties?
 |  |  |  |  |
| * Does this activity involve a joint venture or partnership with an organization that is not exempt from taxes?
 |  |  |  |  |
| * Is this activity an essential government service or part of a larger government program?
 |  |  |  |  |
| PUBLICATIONS: |
| * Does this project generate revenue from the publishing, selling or distribution of phone directories, journals, newsletters, other publications?
 |  |  |  |  |
| * Do any of these publications contain paid advertising?
 |  |  |  |  |
| RENTAL OF PROPERTY: |
| * Do you rent space? This includes land, buildings, or rooms.
 |  |  |  |  |
| * Does the rental include personal property (e.g., computers, equipment, furnishings)?
 |  |  |  |  |
| * Are personal services provided to the tenant (e.g., security, food, maid, or linen service, operating microphone and/or lights)?
 |  |  |  |  |
| * Do you rent equipment or furniture?
 |  |  |  |  |
| RESEARCH INCOME: |
| * Do you generate income from research activities?
 |
| * Are services sold for the routine testing of materials?
 |  |  |  |  |
| * Are the testing/analytical services sold also available from other companies?
 |  |  |  |  |
| * Are the testing or analytical services technically advanced, unique or otherwise unavailable from other businesses?
 |  |  |  |  |
| * Are Testing Service Agreements or Clinical Trial agreements in place?
 |  |  |  |  |
| OTHER: |
| Does this project earn income from:  |  |  |  |  |
| * an online store or website?
 |  |  |  |  |
| * printing or audio visual services?
 |  |  |  |  |
| * renting or selling mailing lists?
 |  |  |  |  |
| * providing travel tours?
 |  |  |  |  |
| * collecting parking fees?
 |  |  |  |  |
| * selling excess computer time?
 |  |  |  |  |
| * sponsorships?
 |  |  |  |  |

Questionnaire completed by:

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Completed surveys should be faxed (919-515-2130) or mailed to the attention of Dwaine Cook at Campus Box 7205 by 8/31/2022. Questions? Dwaine Cook (dtcook@ncsu.edu).