

University of Colorado Denver

Activity Questionnaire for Unrelated Business Taxable Income Determination

Description of the Activity *(please provide a detailed description)*

Is the Activity a "Trade or Business"?

1. Does the activity generate gross income from the sale of goods or services? ☐ Yes ☐ No
(If NO, skip to question 2)

- a. Sales are made or services are provided ...

(select one)

- (1) ☐ Only to CU students, faculty, or staff.
 (2) ☐ To CU students, faculty and staff and the general public or private industry.
 (3) ☐ Only to the general public or private industry.
 (4) ☐ Other (describe) _____

- b. Expressed as a percentage of total sales, what is the estimated volume of sales to:
(total should equal 100%)

- (1) ____% CU students, faculty, staff or patients
 (2) ____% The general public (or private practice patients)
 (3) ____% Private industry
 (4) ____% Government
 (5) ____% Other (describe) _____

- c. Is the activity profitable? ☐ Yes ☐ No

2. The activity can be characterized as:
(select one)

- a. ☐ Traditionally performed by similar exempt organizations.
 b. ☐ Conducted in a competitive or commercial manner.
 c. ☐ Other (describe) _____

3. Is there a contract to provide goods or services? ☐ Yes ☐ No
(If YES, please provide a copy of the contract)

4. Is there any research-related activity associated with providing the goods or services? ☐ Yes ☐ No

- a. If yes, please explain _____

Is the Activity “Regularly Carried On”?

5. If the activity is also performed by for-profit companies, the activity is carried on by UCD...
(select one)
- a. ☐ With the same frequency as it is by for-profit companies.
 - b. ☐ With greater frequency than by for-profit companies.
 - c. ☐ With less frequency than by for-profit companies.

Is The Activity “Substantially Unrelated” to UCD’s Exempt Purpose?

UCD’s exempt purpose is equivalent to its mission: instruction, research, patient care, and public service.

6. The activity ...
(select one)
- a. ☐ Has as its principal purpose to accomplish UCD’s exempt purpose.
 - b. ☐ Is related to the exempt purpose only because it generates income that can be used to further UCD’s exempt purpose.
 - c. ☐ Is equivalent to the same activity performed commercially by a for-profit company.

Statutory Exemptions

7. The activity ...
(select all that apply)
- a. ☐ Is carried out by unpaid volunteers.
 - b. ☐ Is carried on primarily for the convenience of students, faculty, staff or patients.
 - c. ☐ Consists of selling merchandise substantially all of which has been received as gifts or donations.

Royalties

Royalties are payments associated with a valuable right, such as trademarks, trade names, and copyrights.

9. Does the activity generate income from royalties? ☐ Yes ☐ No

Certification of Responsible Person

10. Name _____

Telephone _____ Campus Box _____

Signature _____ Date _____