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Basic idea behind the usage rules

- Minimize paperwork and time lag from application to start of use

- Provide resources that would cost dozens of millions yens and take months to procure quickly

- Welcome and encourage first-time users to try

- Create a community where experts from various fields of the university can easily meet, interact, and collaborate

Possibility of charges

- The gift credits are finite (USD 10M for 5 years) $\Rightarrow$ we can't say "you can use as much as you want for free"

- Give everybody an opportunity to use it during the 5 year period $\Rightarrow$ the simplistic first-come-first-serve rule is unacceptable

- The challenge is how to fairly allocate USD 10M to users, *without knowing in advance how many will use it and how much*

- A common approach is to let users write a research proposal and run a review committee, but it tends to
  - make the entry bar higher
  - and result in unused (or wasted) resources

The basic rule

- At the beginning of each month, decide the amount of gift credits all users can totally use for free ("*free tier*")

- At the end of each month, divide the free tier *fairly* to subscriptions

- If the total usage of all subscriptions $\leq$ the free tier
$\Rightarrow$ no subscriptions are charged for the month
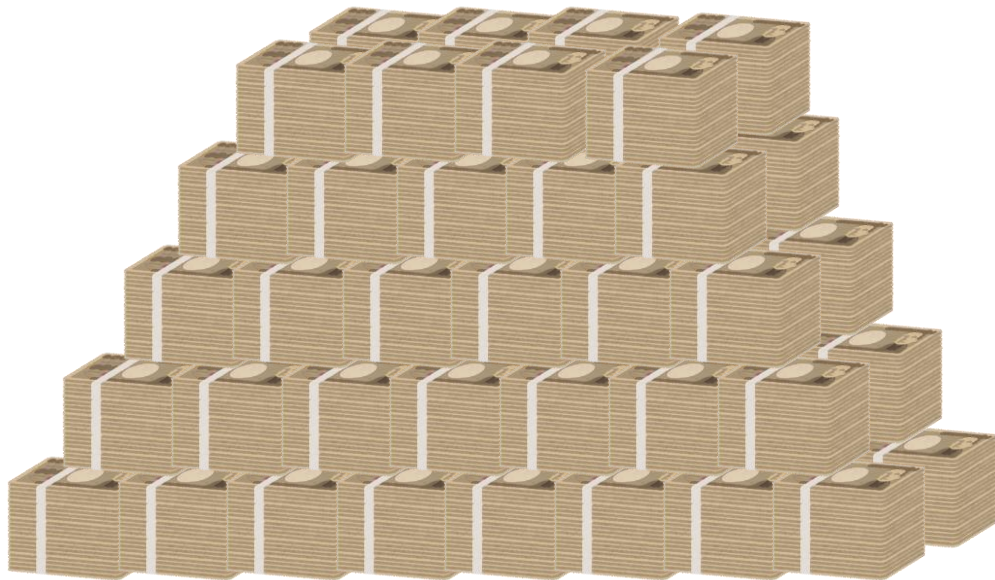
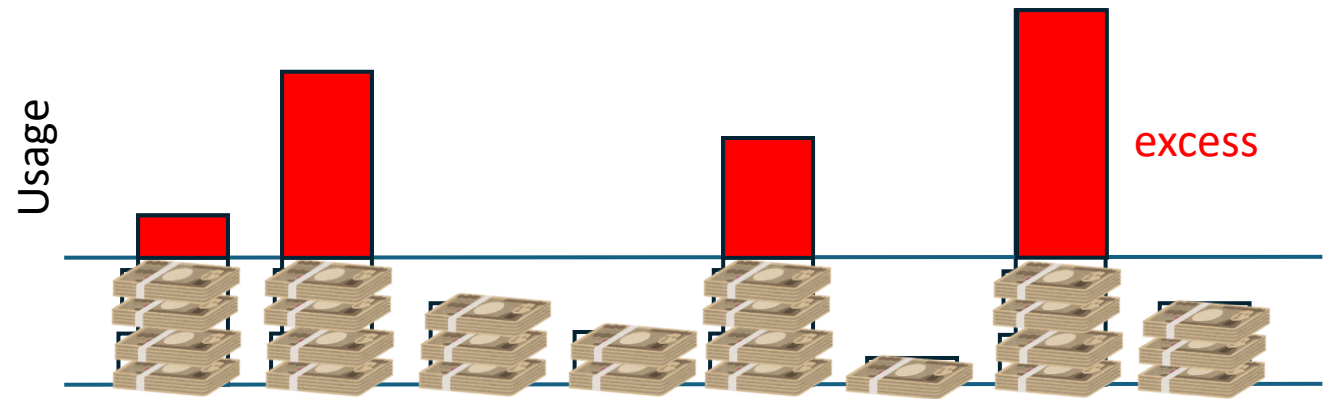Gift credits (initially 10M)

Usage
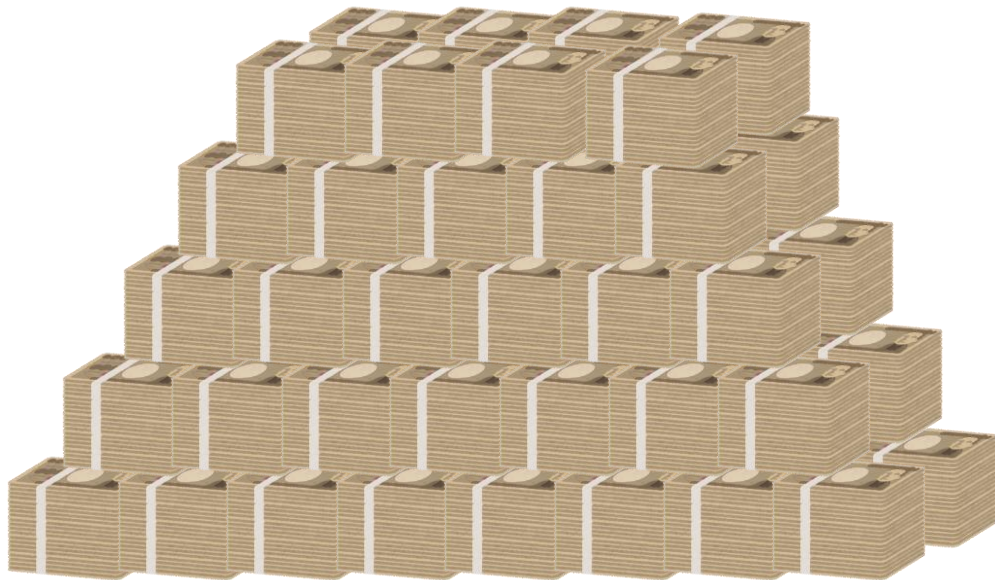
Subscriptions

Free tier

The basic rule

- Otherwise, comp up to a threshold
- Subscriptions that spend more than that are "excessive"
  - The excess may not immediately become your bill (more on that later)
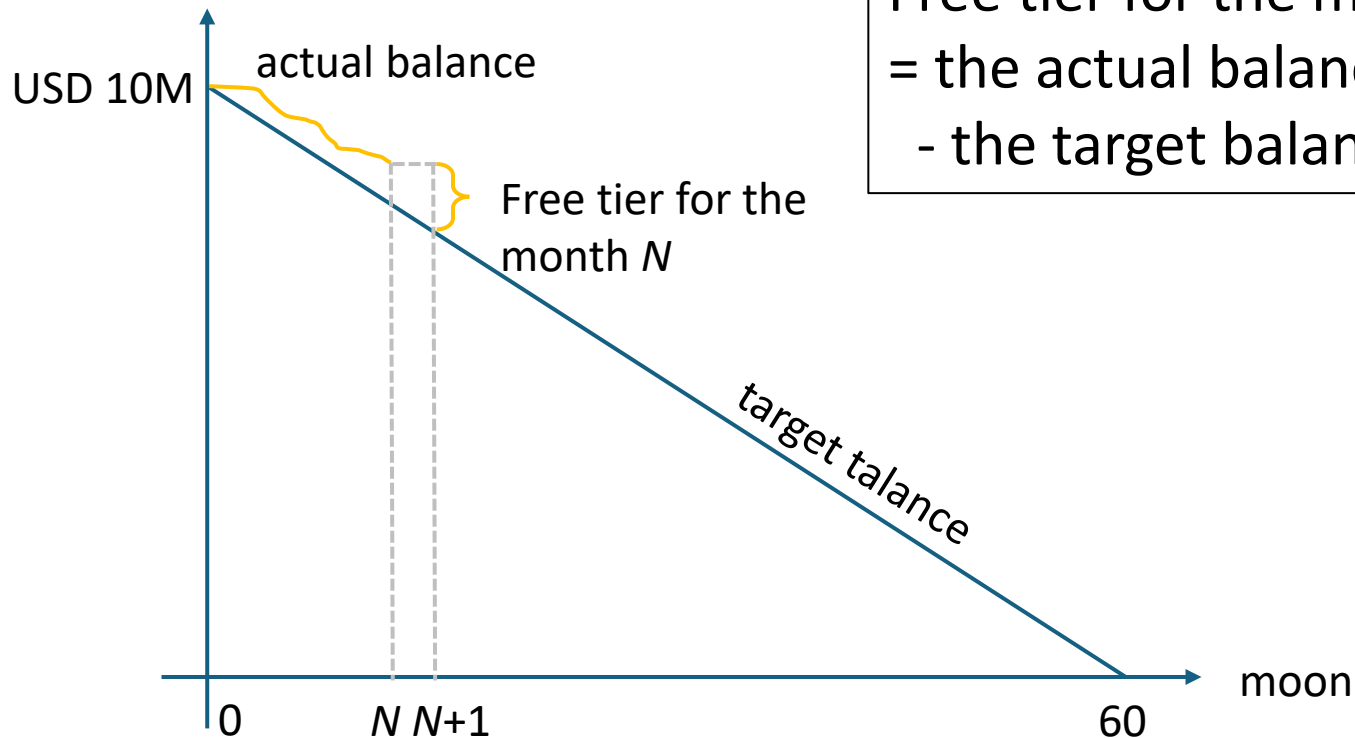
Gift credits (initially 10M)

Usage

excess

Subscriptions

Free tier

How to determine the free tier?

- Set the *"target balance"* of the credits that decreases in a constant pace
 - i.e., USD 10M in 5 years (60 months) $\approx$ USD 167K/month

Free tier for the month N
= the actual balance at the beginning of month N
   - the target balance at the beginning of the month $(N+1)$

How to divide the free tier *fairly*?

- Roughly,
  - there are 10 subscriptions $\Rightarrow$ each one gets 1/10 of the free tier,
  - except that those who use less than that get up to the amount they actually use (i.e., *no roll over*)
- In addition, we take into account the number of people (N) registered in the subscription
  - give credits proportionally to the "weights" determined as follows
  - weight of N-member subscription $= \dfrac{N}{1 + \log_{10} N}$
  - slightly less than "N times for N members"

Illustration of how to divide the free tier

usage = area

□ total area = free tier

subscriptions (weight = width)
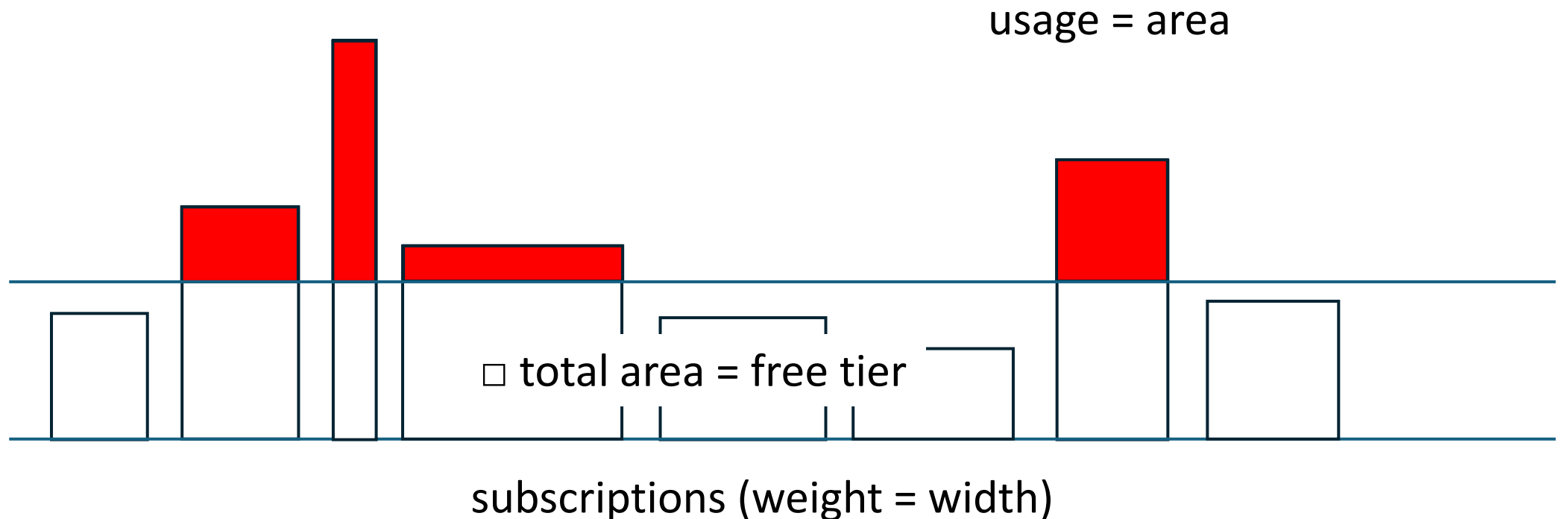
Exceeded usages and charges

- Usage beyond the allocated free credits = "excess"
- The excess amount will be carried over to the next month during a semester (= from that month to the next September or March)
  - excess usage may be offset by the free tier of subsequent month(s)
- The excess usage still remaining at the end of September or March becomes the actual charge on you

State at the start of the month (N+1)
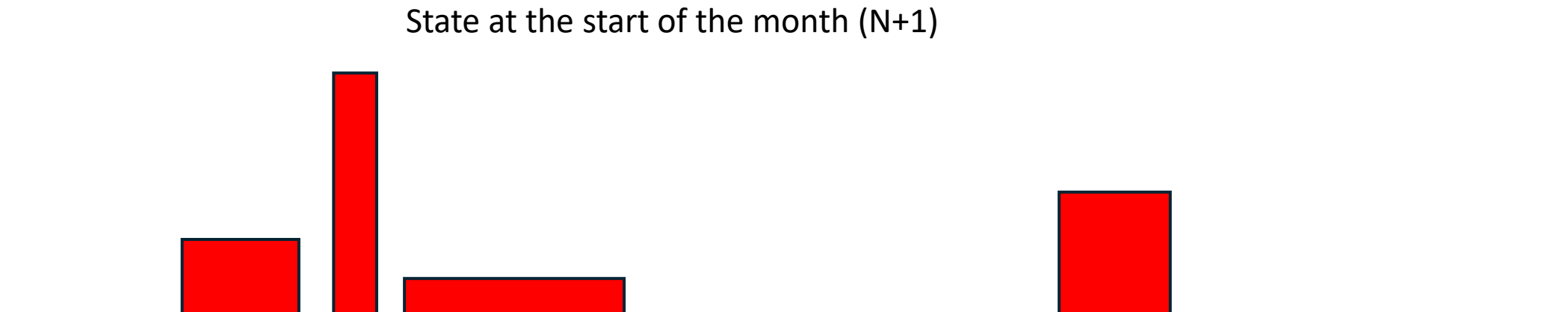
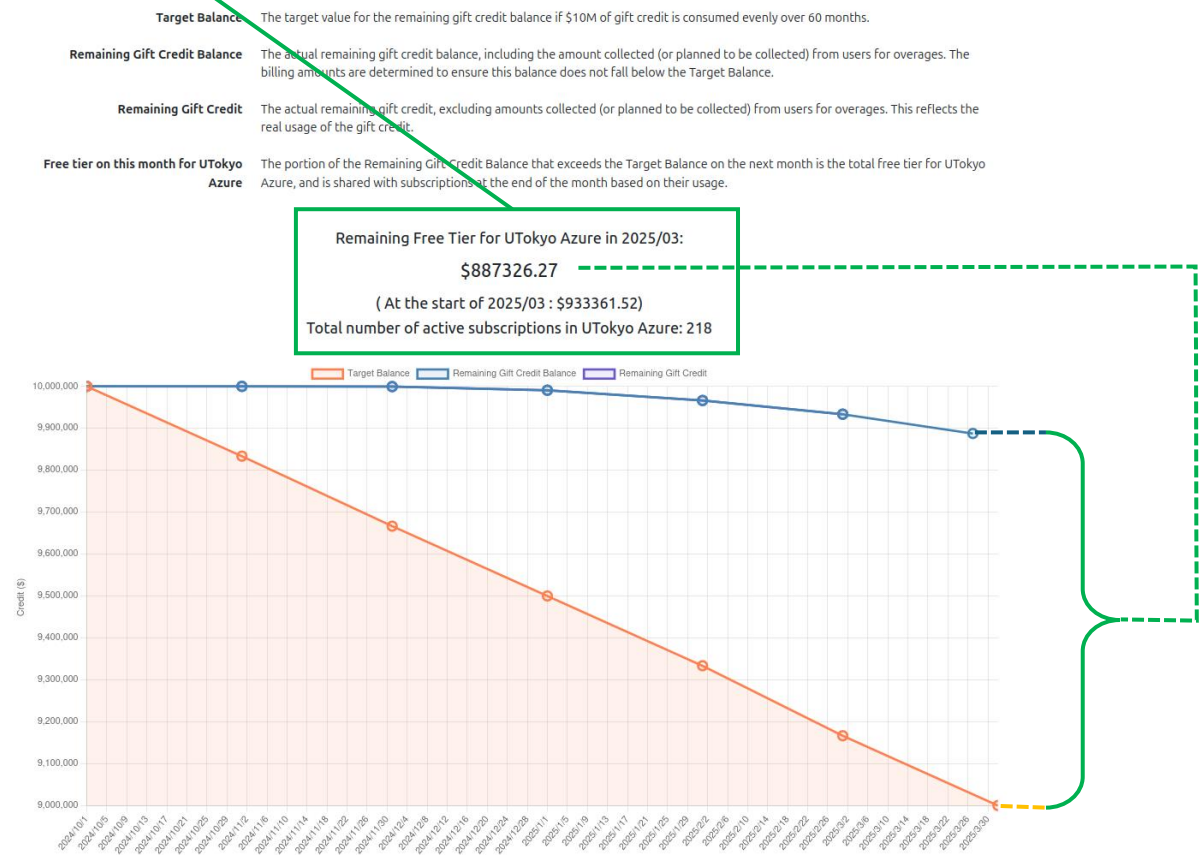# Planning your usage

- In particular, many of you will wonder "How much can I use without being charged?"

- Information you need:
  - How much is the free tier (of the whole university) this month?
  - How many subscriptions (weights, to be more precise) exist this month?
  - How much does it cost to use services you use (price list)?
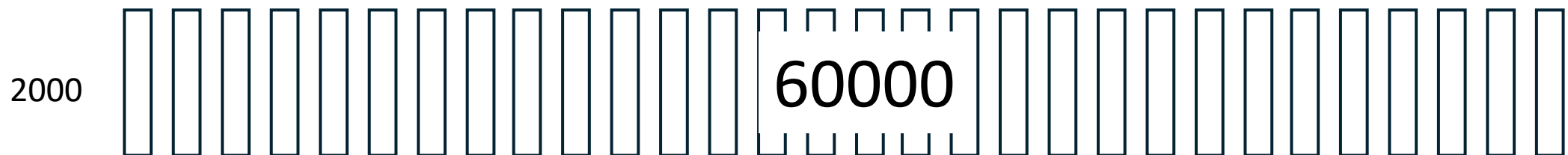
Free tier of the month

- ⇒ "UTokyo Azure Subscription Management" (on-campus access required) page
  - Remaining Free Tier for UTokyo Azure in XXXX/XX

Todo: 4月始まったら取り直し

Target Balance	The target value for the remaining gift credit balance if $10M of gift credit is consumed evenly over 60 months.
Remaining Gift Credit Balance	The actual remaining gift credit balance, including the amount collected (or planned to be collected) from users for overages. The billing amounts are determined to ensure this balance does not fall below the Target Balance.
Remaining Gift Credit	The actual remaining gift credit, excluding amounts collected (or planned to be collected) from users for overages. This reflects the real usage of the gift credit.
Free tier on this month for UTokyo Azure	The portion of the Remaining Gift Credit Balance that exceeds the Target Balance on the next month is the total free tier for UTokyo Azure, and is shared with subscriptions at the end of the month based on their usage.

Remaining Free Tier for UTokyo Azure in 2025/03:

$887326.27

(At the start of 2025/03 : $933361.52)

Total number of active subscriptions in UTokyo Azure: 218

"The guaranteed free tier" of subscription

- Let's say for example that on May 1st...
    - free tier of the month (of the whole university) = USD 60,000, and
    - there are 30 subscriptions (whose weights are all the same for simplicity)
- $\Rightarrow$ At this point, *you can deduce that each subscription can use, for free, at least* 60,000/30 = USD 2,000 in May
- Note that this can be known at the *beginning* of a month $\Rightarrow$ we call it "the guaranteed free credit" of that subscription of that month

2000 ||||||||||||||||||| 60000 ||||||||||||||||||

How much is the guaranteed free tier of my subscription this month?

- ⇒ "UTokyo Azure Subscription Management" (on-campus access required) page
  - Guaranteed free tier and usage of your subscription
    - notified at the beginning of each month
  - Significance of guaranteed free tier : if your usage of the month is less than this, you won't be charged for that month, *no matter how much others use*

Guaranteed free tier for this subscription on 2025/03: $7895.6

Number of UTokyo Accounts having roles on this subscription: 4
Weight factor for this subscription: 1.0
Weight of this subscription: 2.5

As of 2025/03/26 14:40

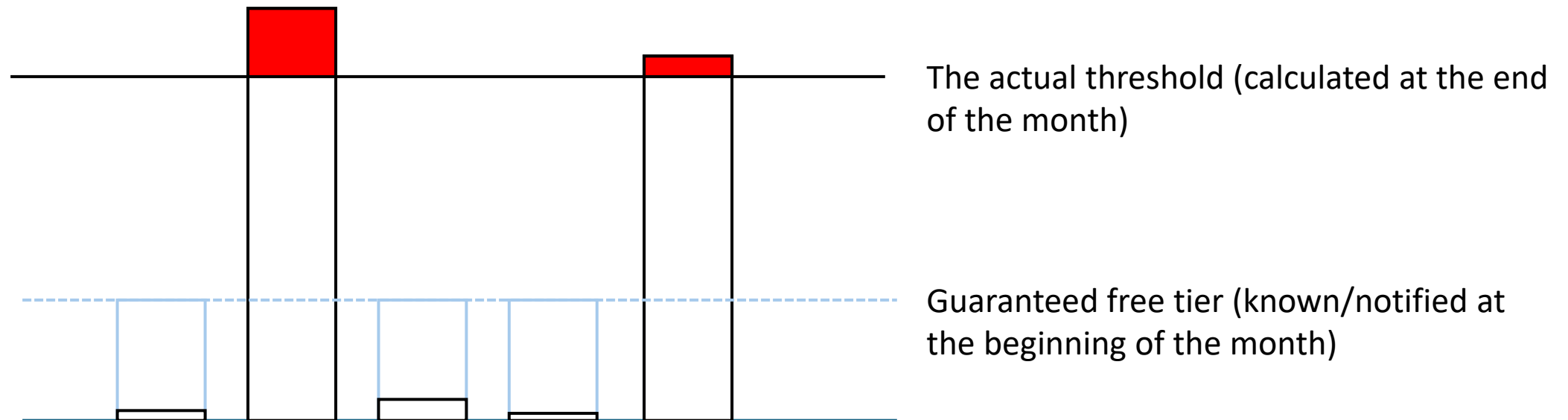| Period	2025/03	2025/02	2025/01	2024/12	2024/11	2024/10
Guaranteed free tier	$7895.6	$8152.7	$8046.9	$10895.5		
Usage (Carryover)	$1911.1 ($0.0)	$2433.3 ($0.0)	$2479.1 ($0.0)	$1626.4 ($0.0)		
Free Tier		$2433.3	$2479.1	$1626.4		
Charge		($0.0)	($0.0)	($0.0)	($0.0)	

Alert emails

- If the usage of a subscription exceeds a certain threshold (*), an alert email will be sent to its owner
    - Subject ： "Notification from UTokyo Azure: Subscription XYZ usage alert"
    - *: 50%, 75%, 90%, 100% of the guaranteed free tier

Important: automatic suspension

- By default, when a subscription uses 90% of the guaranteed free tier, *it will be automatically canceled (deleted) and all data will disappear*
  - so that you won't be charged in the default setting
- Unless you are OK with losing your work and data, please do the following ($\rightarrow$ Part 3)
  - Register a budget to pay for it (payment method)
 - Disable the automatic suspention toggle

Want to use more than "guaranteed"?

- "The guaranteed free tier" is a conservative estimate, like:
  - *if you share a cake with five brothers and sisters, you can surely get 1/5*
- In practice, the remainder of underused subscriptions makes other subscriptions free, like:
  - *3 out of 5 didn't eat the cake until the expiration date → 2 can eat all*

The actual threshold (calculated at the end of the month)

Guaranteed free tier (known/notified at the beginning of the month)

To use more than guaranteed, …

- [On the "UTokyo Azure Subscription Management"](#) (On-campus access required) page, watch the remaining free tier of the month (of the whole university)

- Note that if everyone thinks the same, it may cost you (ouch!)
  - Don't forget to cancel the auto suspension
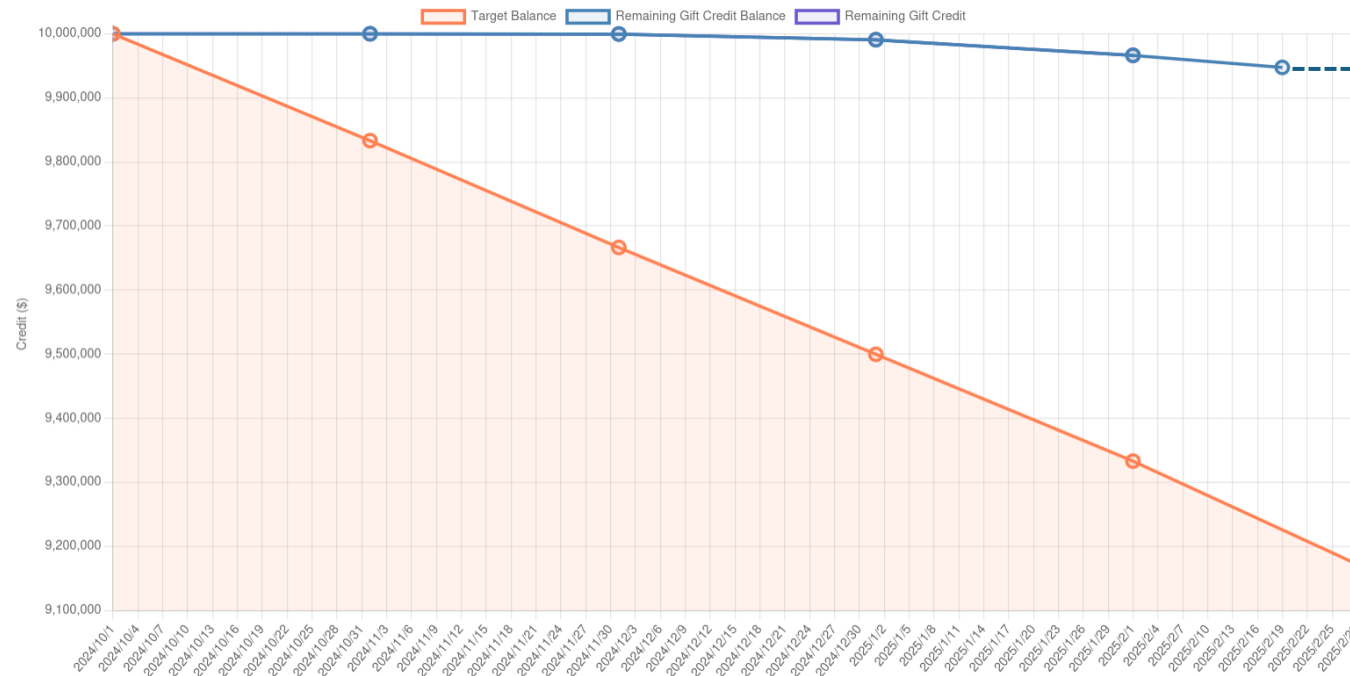
The remaining free tier until the end of the month

Tools to keep costs down

- You can calculate the approximate price with Azure's [pricing calculator](#)
  - Basis for using any service
- Some services in Azure (such as AI services) have safety valves that terminate after a period of inactivity