

# CAPITAL FACILITIES CYCLE FOR FY 2021 FUNDING

Submissions to the Office of the Commissioner of Higher Education, [ramon@ushe.edu](mailto:ramon@ushe.edu) = Red  
Submissions to the State Building Board, [jreddoor@utah.gov](mailto:jreddoor@utah.gov) = Blue

## **State-Funded Capital Development Project Due Dates**

- USHE Capital Development request form (Needs Statement) and “Project Pipeline” & “Needs Analysis” data forms due to Regents July 31, 2019
- Agency Capital Development request form (Needs Statement) due to Building Board July 31, 2019
- Condition Assessment from architect/engineer for renovated/demolished projects August 16, 2019
- Regents Capital Facilities Committee tour July/August 2019
- Council of Presidents (preliminary release of scores) August 27, 2019
- **Final Scope, Budget (CBE), and Non-State Funding for Projects\*** **September 9, 2019**
- Institutional project presentation to the Board of Regents September 12, 2019
- Board of Regents prioritization September 13, 2019
- Approved Regent priorities submitted to State Building Board w/ Need Statements September 13, 2019
- Institutional project presentation and prioritization by the State Building Board October 2-3, 2019

## **Non-State Funded Capital Development Project Due Dates (including Revenue Bond Requests)**

- **Needs Statement, Final Scope and Budget (CBE) of Non-State Funded Projects\*** **October 31, 2019**
- USHE Institution NSF Project Presentation and Approval by the Board of Regents November 15, 2019
- USHE Institution NSF Project Presentation and Building Board Recommendation December 4, 2019

## **Land Banking Requests Due Dates**

- Building Board land banking request form (Needs Statement) July 31, 2019
- Institutional request presentation and approval to the Board of Regents September 12-13, 2019
- Institutional request presentation and prioritization to the State Building Board October 2-3, 2019

## **Fall 2017 Space Inventory Reports**

- Submit USHE space inventory reports according to standards in instructions October 31, 2019

## **Summer 2018, Fall 2018, and Spring 2019 Classroom and Laboratory Utilization Data**

- USHE utilization reports due to Regents December 1, 2019
- State utilization reports due to Building Board December 1, 2019

\*Any changes made to square feet or cost estimates after this deadline must be re-submitted through DFCM and approved by the Board of Regents and State Building Board in the January meetings.