

# **CAPITAL FACILITIES CYCLE FOR FY 2024 FUNDING**

Submissions to the Office of the Commissioner of Higher Education, [mfrancis@ushe.edu](mailto:mfrancis@ushe.edu) = Red

Submissions to the DFCM – Development, [mboyer@utah.gov](mailto:mboyer@utah.gov) = Blue

Submissions to the DFCM - Improvement, [dhunting@utah.gov](mailto:dhunting@utah.gov) = Green

## **State Agency, Dedicated & Non-Dedicated Higher Ed State-Funded Capital Development Project Due Dates**

- **USHE Capital Development request form (Needs Statement) and "Project Pipeline" & "Needs Analysis" data forms due to Board of Higher Ed w/ programming** July 29,2022
- **Agency Capital Development request form due to DFCM** July 29,2022
- **Condition Assessment form architect/engineer for renovated/demolished project** July 29,2022
- **Final Scope, Budget (CBE), and State Funding for Projects\*** September 2, 2022
- **Institutional project presentation** September 15, 2022
- **Board of Higher Ed prioritization** September 16, 2022
- **Approved Board of Higher Ed priorities submitted to DFCM w/ Need Statements** September 16, 2022
- **DFCM to provide final CBE to the Board of Higher Ed** October 28, 2022

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

- **Project Needs Statement and/or DFCM land banking request form** September 23,2022
- **Final Scope and Budget (CBE) for requested projects\*** October 28,2022
- **Institutional NSF project & Land Bank presentations w/ Approval from Board** November 18, 2022
- **Approved Board of Higher Ed priorities submitted to DFCM w/ Need Statements** November 18, 2022
- **Land Banking for State Agencies to Legislature** January 16,2023

## **Capital Improvements**

- **Capital Improvement Request (CBE) and Scoping Documents w/ prioritization** September 30,2022
- **DFCM CBE review and prioritization sent to Legislation** January 16, 2023

## **Fall 2021 Space Inventory Reports (complete w/ age, condition, aux/non, own/lease)**

- **Submit USHE space inventory reports according to standards in instructions** September 2, 2022
- **Space inventory reports verified** September 9, 2022

## **Summer 2021, Fall 2021, and Spring 2022 Classroom and Laboratory Utilization Data**

- **Submit USHE space inventory reports according to standards in instructions** September 2, 2022
- **Space inventory reports verified** September 9, 2022

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

\*\* All Project requests submitted to Legislation in the 5 Year book by January 13, 2023