

## **Capital Planning and Space Management Capital Improvement Project Budget Approval Process**

or not in the CFP

CONTACT

AND

Maintenance or **Minor Capital Major Capital Improvement Major Capital Improvement Major Capital Improvement** Project Improvement >\$10M to \$70M State Funded, or >\$70M, \$1M to \$10M < \$35K \$35K to \$1M and in the CFP **Chancellor's** CAPITAL PLANNING Division CP/EVC & Chancellor's CP/EVC & Chancellor's **Delegated Authority** Approval Approval Approval **Approval Process** SPACE MANAGEMENT **Process** Process Process 2.7.5 FOR MORE INFORMATION Principal Officer Principal Officer Principal Officer Principal Officer supports project supports project supports project supports project **Division completes** <u>Division completes</u> <u>Division completes</u> <u>Division completes</u> "Start A Project" "Start A Project" "Start A Project" "Start A Project" form on PPDO website form on PPDO website form on PPDO website form on PPDO website Start A Project Meeting Start A Project Meeting Start A Project Meeting Start A Project Meeting to identify to identify to identify to identify Budget Approval Process Budget Approval Process Budget Approval Process **Budget Approval Process** Division drafts Funding, program, and project priority identified Funding, program, and project priority identified Principal Officer Minor Capital Improvement approves budget **Project Summary** PRE-DESIGN Approval PRE-DESIGN Approval Physical Plant or Reviews and PPDO oversees Draft project summary, Draft project summary, **Project Summary** circulate approval for PO, CP/EVC, and CHN approval circulate approval for PO, CP/EVC, and CHN approval design and approval construction to (~1 month) completion (~1 month) (~1 month) Physical Plant or PPDO PRE-DESIGN PRE-DESIGN oversees design and work begins work begins (length of process varies) (length of process varies) construction to completion P-PHASE Approval P-PHASE Approval OPTIONAL Draft project summary, circulate approval CHN approval Draft project summary, circulate approval for PO, CP/EVC, and CHN approval (~1 month) (~1 month) OPTIONAL P-PHASE P-PHASE work begins work begins (length of process varies) (length of process varies) FULL BUDGET Approval
Draft action item, PPG, prepare 7.5.1
Certification Checklist, circulate to PO,
CP/EVC, and CHN for concurrence. CHN FULL BUDGET Approval Draft project summary, circulate approval for PO, CP/EVC, and CHN approval to sign Checklist. (~1 month) (~1 month) PPDO and CPSM oversee OPTIONAL UCOP Initial Review and edits programming, design, construction documentation, as needed (~2 months) and construction to project completion **UCOP** Approval (~2 months) OPTIONAL (if needed) UCOP approval of external financing (~2 weeks) CHN signs the action item. PPDO and CPSM oversee programming, design and construction to project

completion