

HIGHER EDUCATION MAJOR CONSTRUCTION/ACQUISITION PROJECT NARRATIVE

Campus: _____ School/Department Affected: _____
 Project name: _____ Estimated start date: _____ Estimated completion date: _____
 Project type (check all that apply):
 Planning only: Land/real property acquisition: New construction: Addition: Remodel:

Project summary (describe the nature and purpose of the project):

Facilities detail (describe the technical project, including appropriate metrics: acres, square feet, number of stories, classrooms, labs, etc).

Funding Request	General Fund	Article XI-G Bonds	Article XI-F Bonds*	Lottery Bonds	SELP Loans	Seismic Bonds	COPs	Other Revenues	Total
Agency Request									
Governor's Recommended									
Legislatively Adopted									

** 10 year pro-forma required for all Article XI-F and SELP loan projects: Attached:*

Source of Other Revenues (indicate sources and amounts):

Cost per net usable square feet added or renovated:

Estimated annual operations and maintenance costs:

Estimated biennial debt service	General Fund	Lottery Funds	Energy Savings	Other Funds–Non-limited (Education and General Projects)	Other Funds – Non-Limited (Auxiliary Projects)	Total
Agency Request						
Governor's Recommended						
Legislatively Adopted						

Debt service terms (number of years, estimated interest rate):

Revenue sources for Other Funds Non-limited debt service payments:

_____ Agency Request
 _____ Governor's Recommended
 _____ Legislatively Adopted
 Budget Page _____

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INSTRUCTIONS

The project narrative form can exceed one page if necessary to provide the required information.

Space 1	Campus	Identify on which campus the project is located.
Space 2	School/Department Affected	Identify the academic and/or department unit or units that will be served by the project
Space 3	Project name	
Space 4	Estimated start date	Enter the date the project is expected to begin.
Space 5	Estimated completion date	Enter the date the project is expected to be completed.
Space 6:	Project type	Check all categories that apply to the project
Space 7	Project summary	Describe the project generally, indicating what is being proposed and why.
Space 8	Facilities detail	Describe the work to be conducted, including the type of construction, the number of stories and square feet, the type and number of components (classrooms, offices, labs, etc), number of acres if property acquisition is part of the project.
Table 1	Funding request	Enter the requested funding by revenue source. Include financing agreements in Other Revenues and describe the financing mechanism in the "Source of Other Funds" space. <u>Note: pro-formas are required for all Article XI-F (1) bond requests for 10 years. Check box indicating that pro-forma will be submitted.</u>
Space 9	Source of Other Revenues	Describe the sources and amounts of all Other Funds (Other Revenues) requests.
Space 10	Cost per net usable square feet added or renovated.	Calculate the per square foot cost of usable square feet added or renovated.
Space 11	Estimated annual operations and maintenance costs	Enter the amount that is estimated will be required to operate and maintain the facility.
Table 2	Estimated biennial debt service	Enter the estimated amount of debt service on requested debt in table 1. General Fund includes debt on Article XI-G bonds, seismic bonds, SELP loans, and COPs. Lottery Funds includes debt on Lottery Bonds, Energy Savings includes estimated energy savings generated from SELP loan projects. Other Funds Non-limited includes debt service on Article XI-F (1) bonds.
Space 12	Debt service terms	Enter the assumed payback period and interest rate for calculation of debt service amounts. If separate assumptions are used for different debt instruments, indicate the assumptions for each type of debt. Describe any non-standard terms anticipated in the financing.
Space 13	Revenue sources for debt service repayment	Identify all sources anticipated for use in re-payment of Article XI-F debt service.