



## B. Committee Change Processing Form

This form is required for all any proposed changes to the university's six year approved capital plan. This form is to be used by the University Project & Capital Planning Committee after receiving a Change Proposal Form (Part A) endorsed by an official member of the University's Senior Leadership Team or their official designee. Changes are reviewed, analyzed and then recommendations made to university leadership after thorough review and analysis by the University Project and Capital Planning Team.

7. Estimated cost or savings potential of change: \$

8. Estimated cost/savings has been validated by:

Name:

Date:

9. Funding source if there is an additional cost:

- User    General funds    Bonds for FY    State capital dollars (large line item)  
 Basic renovation funds    Reallocation from other project:  
 Other:

10. Impact on schedule of project for which change is sought (if applicable):

10a. Estimated cost of impact on schedule: \$

11. Impact on schedule of other projects:

11a. Estimated cost of impact on schedule of other projects: \$

12. Impact on infrastructure capacity needs:

12a. Estimated cost of impact on infrastructure capacity needs: \$

13. Impact on budget of other projects *(if funds being requested are from another project or from a source which has been exhausted or fully committed):*



14. Additional resources required by change:

14a.  In house  Outsourced

14b. Estimated cost of additional resources: \$

Review by University Project & Capital Planning Team

15a. Recommendation of Team:

- Recommend/approve change
- Recommend additional analysis of change impacts:

<u>Action Item</u>	<u>Responsibility</u>	<u>Deadline</u>

15b. Reason for recommendation (attach additional if required):

15c. University Project & Capital Planning Team members (list names):

Alignment Team Chair:

Date: