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MEMORANDUM

April 11, 2016

TO: Presidents and Chancellors of Texas Public Universities, Lamar State Colleges, Texas State Technical Colleges, and Health-Related Institutions
Executive Directors of Texas State Agencies

FROM: Raymund A. Paredes, Commissioner of Higher Education RAP
Robert Kline, Executive Director, Bond Review Board RCK

SUBJECT: Capital Expenditure Plan (MP1) Report for FY 2017-FY 2021

The Capital Expenditure Plan (MP1) on-line reporting system will open on April 29, 2016, for higher education institutions and state agencies to submit capital expenditure (MP1) data to the Bond Review Board and the Texas Higher Education Coordinating Board. The certified reports from institutional officials and state agency executive directors must be received by the Coordinating Board's Office of Resource Planning no later than **Friday, July 1, 2016**.

All state agencies and institutions are required to report. The dates for the report will be September 1, 2016, through August 31, 2021, (FY 2017 – FY 2021). The report will be submitted electronically through the Integrated Campus Planning System (ICPS).

The Capital Expenditure Plan must include those capital renewal, property acquisition, repair and renovation, or information resource projects that are planned in the next five years, regardless of funding source. The following thresholds will apply to state agencies as well as higher education institutions and include:

(i) any proposed new construction greater than $1 million;
(ii) any repair and rehabilitation greater than $1 million;
(iii) information resource projects that cumulatively would total $1 million or greater in one year

The report is not limited to those projects to be funded with bonded financing, but also includes those expected to be funded with cash, gifts, grants, or other sources. The information submitted will be used by the Bond Review Board to produce and submit the Capital Expenditure Plan to the Governor's Office of Budget and Policy and the Legislative Budget Board by September 1, 2016. The Coordinating Board will use the information provided by higher education institutions to create a Capital Expenditure (MP1) Report which is routinely used to inform the Legislature, stakeholders, and Coordinating Board, as to the institutions' capital needs.

The ICPS reporting application can be accessed via the Coordinating Board's website located at the following link: https://www1.thecb.state.tx.us/apps/ICPS/Login.cfm. For online instructions on use, go to http://www.thecb.state.tx.us/reports/PDF/1992.PDF. Access to the system requires an agency code or FICE code and password. Passwords will be provided to agency staff at the training session or can be obtained by contacting the Bond Review Board at (512) 463-1741 or Capital@brb.state.tx.us.

Training sessions on the ICPS system will be offered to state agency and institution reporting officials. The options for submission using the ICPS MP1 system will be reviewed at the training sessions. The trainings will be held at the Texas Higher Education Coordinating Board at 1200 E. Anderson Lane, Austin, TX 78752 on the following dates:

- Friday, May 6, 2016, at 2 p.m. and Monday, May 16, 2016, at 10 a.m.

Please contact the Bond Review Board at Capital@brb.state.tx.us to register for one of the training sessions by Friday, April 29, 2016. If any technical problems are encountered while using the system, please contact Roland Gilmore at roland.gilmore@thecb.state.tx.us or (512) 427-6243 for assistance. If you have any questions about the reporting form, please contact the Bond Review Board at (512) 463-1741 or Capital@brb.state.tx.us.

c: Julie Eklund, Assistant Commissioner, Strategic Planning and Funding
Julie Ivie, Assistant Director, Legislative Budget Board
Rissa Potter, CPUPC
Chief Financial Officers of Texas Public Universities, Lamar State Colleges, Texas State Technical Colleges, and Health-Related Institutions

SPF/rg