

CAPITAL PLANNING SYSTEM USER MANUAL

Status of Recently Completed / Ongoing Projects (Form SYP-B5)

Form SYP-B5 is to be completed for the following, **only**:

- *state agency maintenance pools* authorized in the current budget financed from state cash (e.g., Investment Income) or General Fund-supported bonds
- *grant/loan programs* authorized or reauthorized in the current budget

Status information for all authorized construction projects will be obtained from the Quarterly Capital Projects Status Reports submitted to the LRC Capital Projects and Bond Oversight Committee and entered by Capital Planning Advisory Board staff.

For the applicable projects, Form SYP-B5 will be pre-populated with information that is available to CPAB staff. ***Only*** the fields described below are to be completed by the agency.

Current Description - This field is to be completed as follows:

- For *grant/loan programs*, identify the actual carry forward from previous authorizations into the current biennium, total expenditures to date from the authorized/reauthorized amounts, and total obligations to date (over and above the actual expenditures) from the authorized/reauthorized amounts. In addition, address the status of the issuance of any bonds authorized for the program for the current biennium.

Itemization for Project Pools Only - This section is to be completed only for maintenance pools. It provides a format to include individual project cost estimates and the status of each project (completed, underway, or proposed). Up to 30 projects may be itemized. If the agency expects to finance more than 30 projects from a given pool, the major projects should be itemized with those remaining aggregated into a single item (e.g., 5 additional projects); this is to be done ***only*** if there are more than 30 projects in the biennium.