



OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION

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April 12, 2013

To: Chief Business Officers in the State System

Dear Business Officer:

Re: Annual Campus Master Plan Update

This letter is to provide you with the timeline for the annual Campus Master Plan update. The web-based budgeting system is currently available for next year's modifications. Please have all projects entered into the system by **Friday, June 12, 2013**. Also, please return the enclosed summary form so that we may verify the number of projects that you are submitting.

As a reminder, the Long Range Planning Commission implemented a streamlined reporting format for "self-funded" projects. Self-funded projects would include all Section 13/New College projects, **currently** funded Section 13 Offset projects, all Revenue Bond projects, the OCIA 2005/2006 bond projects, Gifts/Grants projects, Federal Grant projects and Revolving/Auxiliary projects. Please submit projects that are expected to be funded through the new Capital Bond currently being negotiated, as new state-funded projects. Although all capital projects should be submitted, only those projects requiring new State dollars shall require the long format.

Please note that all projects should remain in the "working" status in the on-line system. After approval by the State Regents for submission to the Long Range Planning Commission the State Regents' staff will change the proposed project to "complete" status. Once the status has been changed to "complete," only the Long Range Planning Commission members have access to make changes to the projects.

We will be submitting this year's planning information in the same manner and format as we have done in the past. There is currently legislation we are monitoring that may impact the submission for FY2015; however, we are asking that you maintain the same submission process for FY2014.

Should you have questions or need additional information, please do not hesitate to contact our office.

Sincerely,

Amanda Paliotta
Vice Chancellor for Budget and Finance

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Enclosure