

Capital Project Authorization

Capital Project Authorization (CPA) Form is used for projects **not requiring Presidential / Board of Trustees Approval**. CPA form is valid for professional Services up to \$300,000 or Construction, Maintenance, Fixtures up to \$1,000,000. Required approvals in Box 5. **Projects over the thresholds listed above must be submitted on a Capital Expenditure Request Form.**

1. DESCRIPTION:		
Proposed Project Title:	Project Name <small>(Please be selective, this title will follow project through completion.)</small>	
Building: _____	Location: _____	Square Feet: _____
2. REQUESTOR:		
Name (Print): _____	Extension: _____	
Department: _____	TU Marketplace Req #: _____	
3. TOTAL ESTIMATED ADDITIONAL FUNDS REQUIRED:		
Source of Estimate: <input type="checkbox"/> Project Delivery Group <input type="checkbox"/> Operations & Maintenance		<small>Attach project estimate</small>
4. PROJECT FUNDING & ACCOUNT AUTHORIZATION:		
Financing Source:	Cost Center/FOAPAL#:	Amount:
_____	_____	_____
_____	_____	_____
_____	_____	_____
TOTAL:		_____
<p>a. Are any of the above listed funds from Federal or State sources? _____ Yes _____ No</p> <p>b. If yes, does the instrument of funding (grant, loan, etc.) require a Notice of Federal Interest ("NOFI") filing or similar State filing? _____ Yes _____ No</p> <p>c. Has a "NOFI" been filed with the appropriate Federal Agency and/or State Agency? _____ Yes _____ No</p>		
5. PROJECT APPROVALS <small>Signatures required in order for project to proceed.</small>		
_____	_____	_____
Authorized Signature - Budget Head	Printed Name of Authorized Signer	Date
_____	_____	_____
Authorized Signature - Dean (if applicable)	Printed Name of Authorized Signer	Date
_____	_____	_____
Authorized Signature - SVP & Provost (if applicable)	Printed Name of Authorized Signer	Date
_____	_____	_____
Authorized Signature - VP Planning & Capital Projects	Printed Name of Authorized Signer	Date
_____	_____	_____
Authorized Signature - SVP & COO	Printed Name of Authorized Signer	Date
_____	_____	_____