

ILLINOIS BOARD OF HIGHER EDUCATION

PUBLIC UNIVERSITY NONINSTRUCTIONAL CAPITAL

**** Project Request Form ****

(Feel free to expand text boxes below if narrative exceeds space provided.)

INSTITUTION:

PROJECT TITLE:

1.) PROJECT SCOPE: (Provide a narrative description detailing buildings, land, facilities, and location; provide quantified information when possible, include square footage (GSF, ASF), size/dimensions of parcel, appraisal value etc.; describe activities and uses of new space and vacated space; and, include a project schedule.)

2.) PROJECT RATIONALE: (Explain why the project must be undertaken (inadequate space, deteriorating facility, etc.); describe condition of current space, land, site, etc.; state how the project will help meet the non-instructional objectives of the institution; how will the project advance statewide goals – Public Agenda.)

3) PROJECT FINANCING: (Provide total project cost by major component, include cost per square foot; estimate related increase in operating and maintenance costs; describe how the institution plans to finance the project and O&M costs (provide sources and uses of funds projections). Include details on student fee impact, donations secured and pledged information, and debt financing details on interest rates terms, etc.)

4) CONSTITUENCY INPUT/DECISIONMAKING: (Please describe institution's decision-making process; describe committee work or input; provide documentation regarding Board of Trustees action/consideration; and include student fee referendum details and or any other type of permits or government approvals.)

Please return this completed form to Nyle Robinson at robinson@ibhe.org – 217-557-7353.