

Capital Programs Management Group (CPM)

CPM 201: ABOR Capital Project Development Process

Effective: 03/1/1998

Revised: 3/1/2024

Purpose

To introduce the Board of Regents' capital project development process

Sources

[*Arizona Board of Regents Policy Manual - 7–102*](#)

Applicability

All capital projects

Policy

Through the capital project request process, all capital projects are identified, prioritized, and considered for funding.

The Arizona Board of Regents' (ABOR) policies and procedures govern the ABOR capital development process. The board has established policies and procedures for the development of major capital projects with a cost of \$10 million or more, including information technology and third-party projects. The board has also established policies and procedures for the annual submission of a Capital Improvement Plan (CIP). CIP policies and procedures are supplemented each year by guidelines issued by the board.

The ABOR capital development process for major capital projects consists of six phases:

1. Master Plan
2. Capital Improvement Plan (CIP) Approval
3. Annual Capital Plan (ACP) Approval
4. Individual Project and Financing Approval
5. Project Construction
6. Project Closeout

All major capital projects must be specifically identified (e.g., nature, requirements, character, etc.). Project justifications will be consistent with university strategic and capital planning and will address how the project relates to specific ASU strategic objectives. ASU's mission and scope statement is the source document for determining these objectives.

All capital projects with an estimated total cost of \$10 million or more, including information technology and third-party projects, shall be included in the CIP and ACP that is reviewed by the Arizona Board of Regents (ABOR) University Governance and Operations Committee and approved by the board. Projects with budgets originally estimated to be less than \$10 million that expand to \$10 million or more must follow the process of the Board of Regents.