



FY 2013 Major Repair and Renovation (MRR) Funding Request

Overview

This funding request submittal addresses Major Repair and Renovation (MRR) projects only. MRR projects focus on the preservation and rehabilitation of existing plant investment. This includes the repair of and replacement of critical building and utility system components and the general repair and renovation of existing facilities to preserve, upgrade and/or make functional changes.

MRR funds may not be used for auxiliary facilities, for non-state owned facilities, or for leased facilities. Additionally, construction of new space and land acquisition are not eligible MRR expenditures. Any deviation to this practice will be by exception only. Funding is typically under \$1,000,000 per project request.

Your President's signature, or the signature of the President's designee, is required on each project Record & Approval form. However, your President **must** sign each page of the summary list. In your summary list, please prioritize all projects in order of importance to your institution.

Your FY13 MRR request package must include the following items:

1. *A summary list of all MRR projects requested for funding* (Excel)*
2. *An MRR Project Information Form for each project (Word)*
3. *A Record & Approval Form for each project. (Excel)*

****Please note that a new field titled 'Expected Economic Service Life of Project' has been added to the summary list for FY13. This field is mandatory and will be used if needed to align project funding with bond terms.***

Forms Access and Submittal to BOR Real Estate & Facilities Office

Electronic copies of the MRR Request forms are attached, and can also be downloaded from the Real Estate and Facilities website at <http://www.usg.edu/ref/compliance/mrr/>.

Provide one hardcopy of the completed forms, along with an electronic copy of the submittal to Real Estate & Facilities by the close of business, **March 26, 2012**. *Please submit electronic documents in formats consistent with the file formats listed in the header 'MRR Project Request Forms', above (i.e., not .pdf files, scanned images, etc., which cannot be electronically modified).*

Upon receipt of the funding requests, the BOR Facilities Staff will review the submittals and work with the institutions to understand the overall MRR Request. Additional project related information may be requested during the staff review period to help clarify specific project issues prior to recommendation to the Board for approval.