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## MRR SUBMISSION DEADLINES AND APPROVAL NOTIFICATION

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### **MRR Submission Deadlines**

Requests for MRR funding are submitted to the Board of Regents of the University System of Georgia (BOR) during of the spring of each year—usually March or April. Once these dates have been announced, the dates are firm. Until the dates are announced institutions should keep in contact with their BOR Project Manager to keep abreast of anticipated submission deadlines for MRR funding request.

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### **MRR Approval Notification**

The BOR usually reviews and approves MRR funding requests during the late spring—usually May. Institutions then receive notification of funding approval sometime in May or June. These dates are not firm, so institutions are advised to check with the BOR Facilities Office if information regarding a MRR funding request has not been received in June.

Although the dates for submitting and receiving approval for MRR requests varies from year to year, the distribution of MRR funds always occurs on July 1. The funds must be committed by June 30<sup>th</sup> of the following year or the institution loses the allocated funds. This means that at least one part of each the funded project must be under contract before June 30<sup>th</sup> of the fiscal year in which the funds are authorized.

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## MRR Approval Notification (cont.)

In the late spring or early summer of the following year, the BOR notifies institutions of *unused contingency and emergency funds*<sup>24</sup> that become available. These funds are bound by the same deadline as funds requested and approved earlier in the fiscal year—these projects must also be under contract by June 30<sup>th</sup>. Since this deadline is extremely short, the BOR recommends that each institution submits more projects than its MRR allocation supports. If unused contingency or emergency funds become available, institutions that have qualified projects approved for this use can act quickly to secure the funds for these projects.

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<sup>24</sup> *Unused contingency and emergency funds: BOR funds that remain at the end of the year from the BOR's reserve funds. The BOR's reserve funds are typically set aside for emergencies, unforeseen occurrences, and asbestos compliance. If the funds have not been used by the end of the fiscal year, the BOR may offer these funds to institutions that have additional MRR projects ready for funding. As with residual MRR funds, these BOR reserve funds must be committed by June 30<sup>th</sup> of that fiscal year.*