**Capital Project Approval Authorities**

**Reference Policy 4.2 – Transaction Authority, Appendix D**

### Capital Need
- **Cost $100k or more** required
- No PAR required

**Cost $250k or more** required

- **Cost $250k to < $500k**
  - No PAR required

- **Cost $500k to < $1M**
  - PAR required

- **Cost $1M or more**
  - Executive Committee

**Execute Project**

### On Capital Plan
- **Cost < $2M**
  - PAR required

- **Cost $2M to < $10M**
  - PAR required

- **Cost $10 M or more**
  - Executive Committee

### Cost $250k to < $500k
- **PAR** required

- **Cost $500k to < $1M**
  - PAR required

- **Cost $1M or more**
  - Executive Committee

**ALTERS THE CAMPUS APPEARANCE**

* University Architect is to determine if projects < $2M, that affect campus appearance need to go to B&P for approval. If UA determines requirement for B&P approval follow path at far right column. If UA determines change is insignificant and approves of proposed solution/direction project continues on original path. Documentation of review will be captured as a written attachment in the eBuilder files.

Approvals shown with a **black** outline are electronic only.

### PROJECT BUDGET VARIANCES

**IN or NOT in Capital Plan**

- **Variances up to $250,000 or 12.5% of the total project budget** (whichever is less) require approval by the Vice President of Infrastructure, Properties, & Planning and the Vice President of Budget and Planning.

- **Variances between $250,001 and $500,000 or 25% of the total project budget** (whichever is less) require approval by the Executive Vice President.

- **Variances over $500,000 or more than 25% of the total project budget** require approval by the Capital Funding and Priorities Committee.

### Additional Approvals for Projects $10 Million or More:

*See specific notations in Policy 4.2, Appendix D*

- Architect Selection: Capital Funding and Priorities Committee
- Site Selection and Guidelines: Buildings and Properties Committee
- Project Concept*: Buildings and Properties Committee
- Project Design**: Buildings and Properties Committee
- Project Construction***: Buildings and Properties Committee
- Funding Plan: Executive Committee (if project not included in approved annual capital plan)