

# CALL FOR PROJECTS TIMELINE & PROCESS

Remember that the projects presented this fiscal year are approved for two fiscal years later.

See Examples in the bottom three line items

<b>TIMELINE</b>	<b>PROCESS STEP</b>	<b>WHAT HAPPENS</b>
<b>AUG. 29 - SEPT 30</b>	CALL FOR PROJECTS GOES OUT	THE CAMPUS WILL HAVE ONE MONTH TO SUBMIT THEIR PROJECT REQUESTS VIA THE SUBMISSION FORM.
<b>OCT 1 - NOV 1</b>	FACILITIES SUB COMMITTEE & FACILITIES SME'S REVIEW	THE FACILITIES SUB COMMITTEE WILL REVIEW AND RATE ALL BETTERMENT PROJECTS. WHILE THE FACILITIES SUBJECT MATTER EXPERTS (SME) WILL REVIEW ALL OTHER PROJECTS.
<b>NOV. 1- 15</b>	VICE PRESIDENT REVIEW	THE VICE PRESIDENTS WILL REVIEW THEIR RESPECTIVE DIVISION'S SUBMISSIONS AND APPLY THEIR PRIORITY RECOMMENDATIONS TO THE PHASE I PROJECT LIST.  ACADEMIC AFFAIRS PROVOST AND DEAN'S WILL REVIEW THEIR DIVISION'S PROJECTS TOGETHER.
<b>NOV. 18-20</b>	VICE PRESIDENT FOR OPERATIONS (VPO) & FACILITIES LEADERSHIP REVIEW	THE VPO WILL REVIEW THE PHASE I CALL FOR PROJECTS LIST WITH FACILITIES LEADERSHIP AND PREPARE IT FOR APPROVAL.
<b>NOV. 20TH</b>	PHASE I ADMIN COUNCIL APPROVAL	ADMIN COUNCIL WILL REVIEW AND APPROVE THE PHASE I PROJECT LIST, WHICH WILL THEN GO ON TO PHASE II.
<b>DEC. 11</b>	PHASE I LEADERSHIP COUNCIL REVIEW	LEADERSHIP COUNCIL WILL REVIEW THE PHASE I PROJECT LIST AND PROVIDE RECOMMENDATIONS.
<b>JAN - FEB</b>	PHASE II - PROJECT SCOPING AND COST ESTIMATING	FACILITIES SERVICES WILL EXAMINE THE SCOPE OF ALL PHASE II PROJECTS AND PREPARE DETAILED COST ESTIMATES.
<b>MAR. 1 -15</b>	CAMPUS OPERATIONS PREPARES FOR PRESENTATION TO LEADERSHIP COUNCIL	CAMPUS OPERATIONS AND FACILITIES SERVICES PREPARE PROJECTS FOR PRESENTATION.
<b>MAR. 20</b>	PHASE II LEADERSHIP COUNCIL REVIEW	LEADERSHIP COUNCIL WILL REVIEW PHASE II PROJECT LISTS AND FUNDING PROPOSALS AS PART OF FINAL RECOMMENDATIONS TO ADMINISTRATIVE COUNCIL.
<b>APR. 10</b>	PHASE II ADMINISTRATIVE COUNCIL REVIEW AND APPROVAL	ADMINISTRATIVE COUNCIL WILL REVIEW PHASE II PROJECT RECOMMENDATIONS, FUNDING PROPOSALS, AND APPROVAL OF A FINAL PROJECT LIST FOR PBFAC FUNDING AND INTERNAL FUNDING CONSIDERATION.

<b>TIMELINE</b>	<b>PROCESS STEP</b>	<b>WHAT HAPPENS</b>
<p>THE FOLLOWING YEAR, FIRST TUESDAY IN OCT. (EX: FY27 REQUEST WILL BE PRESENTED IN OCTOBER OF 2025)</p>	<p>PBFAC REVIEW</p>	<p>PBFAC WILL REVIEW THE PROJECT LIST AND APPLY THEIR APPROVAL AS APPROPRIATE</p>
<p>THE YEAR AFTER AROUND MID-APR. (EX: FY27 REQUEST WILL BE APPROVED IN APR. 2026 WHEN THE JFAC MEETS)</p>	<p>PBFAC/STATE APPROVAL</p>	<p>ISU WILL RECEIVE NOTICE BACK FROM PBFAC OF WHAT PROJECTS HAVE BEEN APPROVED TO MOVE FORWARD FOR THIS COMING FISCAL YEAR.</p>
<p>NEAR JUL. 1ST OF THE SAME YEAR. (EX: FY27 LIST WILL BE FUNDED JUL. 1ST OF 2026, WHICH IS THE START OF FY27)</p>	<p>PROJECTS ARE SCHEDULED BY ISU AND DPW (DEPARTMENT OF PUBLIC WORKS) PROJECT MANAGERS</p>	<p>THE PROJECT MANAGERS WILL WORK OUT THE DETAILS AND TIMELINES OF THE PROJECTS</p>