



Integrated Campus Planning System

**Texas Higher Education
Coordinating Board**

Finance and Resource Planning

Paul Turcotte
Program Director

Jennifer Gonzales
Program Director



Integrated Campus Planning System (ICPS)

Table of Contents

- Overview.....3
- ICPS Project Applications.....5
- ICPS Tuition Revenue Bond Projects.....29
- ICPS Capital Expenditure Plan (MP1).....52
- ICPS Deferred Maintenance Plan (MP2).....85
- ICPS Deferred Maintenance Report (MP4).....99
- ICPS Search Function.....108
- ICPS Facilities Inventory Search.....110
- ICPS Administrative Options.....113
- ICPS Tracking.....116
- ICPS Help and Contact Information.....117
- Workshop Exercises



Integrated Campus Planning System (ICPS)

What is the Integrated Campus Planning System?

- The Coordinating Board's web application (used since 2005) that allows for the efficient collection of institutional information related to facilities and resource planning, such as:
 - Project Applications
 - Tuition Revenue Bond Applications
 - Master Plans (MP1, MP2, MP4)
 - Search Records and Facilities Inventory
 - Tracking



Integrated Campus Planning System (ICPS)

Where and how can it be accessed?

- Via the Coordinating Board, under "Interactive Tools" at: <http://www.thecb.state.tx.us/PA/FinanceAndResourcePlanning/>
- Log on with your specific username and password (for help with this, contact THECB). This gives you access to your particular institution(s).
- For training purposes, the username will be "111111M" and the password will be "test".



ICPS Project Applications

Overview

- Texas Education Code, 61.058, tasks the THECB with assuring the efficient use of construction funds and the orderly development of physical plants to accommodate projected college student enrollments at public institutions. In accordance with Chapter 17 of THECB Rules, the Board shall approve or disapprove the following projects or phase of a project, regardless of funding source, for:
 - New construction and/or addition projects that cost more \$1 million or more;
 - Repair and renovation projects that cost \$2 million or more;
 - Unimproved and improved real property purchases;
 - Improved real property acquired by gift or lease-purchase if the institution intends to include the improved real property in its E&G buildings and facilities inventory and the value of the improved property is more than \$300,000;
 - Auxiliary Enterprise projects;
 - Intercollegiate Athletic projects; and
 - Energy Savings Performance Contract projects.
- For additional information, such as projects exempt from approval and other criteria needed for the approval of projects, see Chapter 17 of THECB Rules:
http://www.thecb.state.tx.us/Rules/tac2.cfm?Chapter_ID=17



ICPS Project Applications

Application Procedures

To submit a project for THECB approval, institutions shall submit:

- a completed project application through the Integrated Campus Planning System (ICPS)
- a signed Board of Regents Certification form certifying that the institution's Board of Regents has approved the project dated no more than two years prior to the date the project application is submitted and that the project meets the criteria
- For real property purchases only, if the Board of Regents certification is dated more than two years prior to the date of the project application, the institution shall submit a certification from an appropriate executive officer that the Board of Regent's approval remains in effect.
- a signed verification of compliance with applicable state and or federal requirements,
- other documentation the institution believes will assist in the evaluation of the project.

Projects to be considered by the Commissioner or Assistant Commissioner may be submitted at any time. Projects to be considered by the Committee on Strategic Planning or the Board shall be submitted at least **80** days prior to the regularly scheduled Board meeting.



ICPS Project Applications Overview

TEXAS HIGHER EDUCATION COORDINATING BOARD
Resource Planning

Administrative Account (999999)

BE SURE that you save your data by using the buttons at the bottom of the page. If you use one of the links below before saving the form, you could lose data.

Collapse All | Expand All

- + MP1 (Capital Expenditure Plan)
- + MP2 (Def. Maint. Plan)
- + MP3 (Def. Maint. Expenditures)
- + Project Application**

Tracking

- + Search
- + Facilities Inventory

Logout

Institution: Administrative Account
FICE: 999999

Please Select from the Menu Items on the Left

All current and previous project applications can be accessed by clicking on "Project Application".



ICPS Project Applications

View Applications

TEXAS HIGHER EDUCATION COORDINATING BOARD
Resource Planning

Administrative Account (999999)

BE SURE that you save your data by using the buttons at the bottom of the page. If you use one of the links below before saving the form, you could lose data.

Collapse All | Expand All

- + MP1 (Capital Expenditure Plan)
- + MP2 (Def. Maint. Plan)
- **Project Application**
 - Import Application (MP1/MP2/TRB)
 - Start a new Project Application
 - View Project Applications
 - Re-Approval
- Tracking
 - + Search
 - + Facilities Inventory
- Logout

Institution: Administrative Account
FICE: 999999

Please Select from the Menu Items on the Left

Note the drop down menu that appears.

To start, you can see the status of submitted project applications as well as “Pending” project applications (not yet submitted to THECB), by clicking on “View Project Applications”.



Integrated Campus Planning System (ICPS)

View Applications

TEXAS HIGHER EDUCATION COORDINATING BOARD

Resource Planning

Administrative Account (999999)

BE SURE that you save your data by using the buttons at the bottom of the page. If you use one of the links below before saving the form, you could lose data.

Collapse All | Expand All

- + MP1 (Capital Expenditure Plan)
- + MP2 (Def. Maint. Plan)
- + MP4 (Def. Maint. Expenditures)
- Project Application
 - Import Application (MP1/MP2/TRB)
 - Start a new Project Application
 - View Project Applications
 - Re-Approval
- + TRB Projects
- Tracking
 - + Search
 - + Facilities Inventory
- Logout

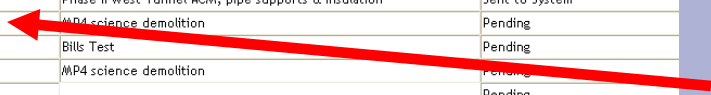
View Project Applications

Below are the Project Applications for your institution. To sort the list, click on the column headings. To edit an entry, click on the Project ID.

Project ID	Project Name	Status
999999-05-002	Test Project	Approved
999999-05-004	heidi test	Sent to THECB
999999-05-005	Testing Submit feature	Sent to THECB
999999-05-006	Acquisition of Real Property at 4402 Wheeler	Sent to THECB
999999-05-007	2005 Test MP1	Sent to THECB
999999-05-008	Project Named Name	Sent to System
999999-05-009	Lillian	Sent to THECB
999999-05-010	Tester for Required	Sent to THECB
999999-05-011	Test Project	Sent to System
999999-05-012	Student Housing Phase II	Sent to THECB
999999-05-013		Pending
999999-05-014	MP4 science demolition	Sent to THECB
999999-05-015	tester	Pending
999999-05-016	Phase II West Tunnel ACM, pipe supports & insulation	Pending
999999-05-017	tester	Sent to System
999999-05-018	tester	Pending
999999-06-001	Phase II West Tunnel ACM, pipe supports & insulation	Pending
999999-06-002	Phase II West Tunnel ACM, pipe supports & insulation	Sent to System
999999-06-003	MP4 science demolition	Pending
999999-06-004	Bills Test	Pending
999999-06-005	MP4 science demolition	Pending
999999-06-006		Pending
999999-06-007	MP4 science demolition	Sent to System

A screen similar to the one here will appear listing the Project ID, Project Name, and Status.

Click on the Project ID to edit the record (can only edit "Pending" projects).



College for all Texans



Integrated Campus Planning System (ICPS)

View Applications

TEXAS HIGHER EDUCATION COORDINATING BOARD

Resource Planning

Administrative Account (999999)

BE SURE that you save your data by using the buttons at the bottom of the page. If you use one of the links below before saving the form, you could lose data.

Collapse All | Expand All

- MP1 (Capital Expenditure Plan)
- MP2 (Def. Maint. Plan)
- MP4 (Def. Maint. Expenditures)
- Project Application
 - Import Application (MP1/MP2/TRB)
 - Start a new Project Application
 - View Project Applications
 - Re-Approval
- TRB Projects
- Tracking
- Search
- Facilities Inventory
- Logout

Add Project Application
Fill in the information below and click on the *Add* button at the bottom of the form to continue. Definitions of each field are available by clicking on the field name.

[print version](#)

General Project Information

MP Type: MP2

Project Name: MP4 science demolition

Project ID: 999999-06-003

Project Status: Pending

Last Updated: 12/30/2008 11:20 AM

Project Type: * Construction

Project Description: mothball science

Project Need/Justification:

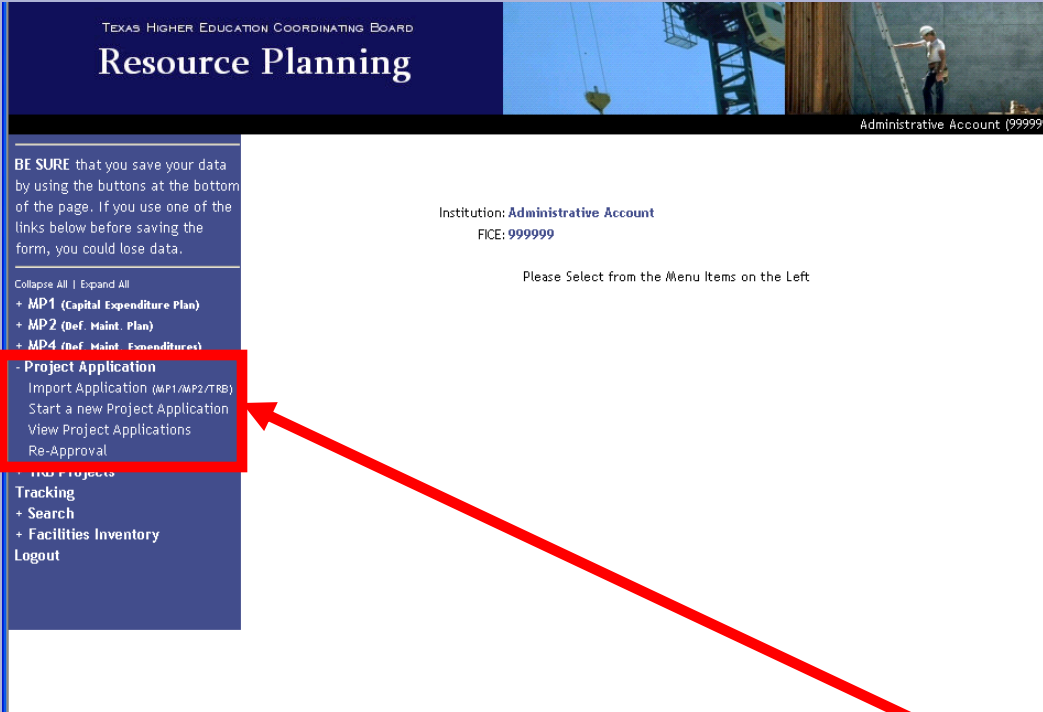
Closing the Gaps Goals:

Once you click on the project ID, it will take you to this screen, with "Add Project Application" at the top. This is the same screen that will appear after importing or starting a new application. It is where the bulk of the detail is entered.

(details on how to fill out the rest of the application will follow)

ICPS Project Applications

Submit Applications



TEXAS HIGHER EDUCATION COORDINATING BOARD
Resource Planning

Administrative Account (999999)

BE SURE that you save your data by using the buttons at the bottom of the page. If you use one of the links below before saving the form, you could lose data.

Institution: **Administrative Account**
FICE: 999999

Please Select from the Menu Items on the Left

Collapse All | Expand All

- + MP1 (Capital Expenditure Plan)
- + MP2 (Def. Maint. Plan)
- + MP4 (Def. Maint. Expenditures)
- Project Application**
 - Import Application (MP1/MP2/TRB)
 - Start a new Project Application
 - View Project Applications
 - Re-Approval
- TRB Projects
- Tracking
 - + Search
 - + Facilities Inventory
- Logout

Looking in the drop down menu, if a project does not already have an application, there are a variety of ways to submit one. Users can:

- Start a new project application,
- Import MP1, MP2, or TRB records into a project application, or
- Submit a project for re-approval.

First, click on "Start a new Project Application".



ICPS Project Applications

Start a New Application

TEXAS HIGHER EDUCATION COORDINATING BOARD

Resource Planning

Administrative Account (999999)

BE SURE that you save your data by using the buttons at the bottom of the page. If you use one of the links below before saving the form, you could lose data.

[Collapse All](#) | [Expand All](#)

- + [MP1 \(Capital Expenditure Plan\)](#)
- + [MP2 \(Def. Maint. Plan\)](#)
- + [MP4 \(Def. Maint. Expenditures\)](#)
- [Project Application](#)
 - Import Application (MP1/MP2/TRB)
 - Start a new Project Application
 - View Project Applications
 - Re-Approval
- + [TRB Projects](#)
- Tracking
 - + [Search](#)
 - + [Facilities Inventory](#)
- Logout

Add Project Application
Fill in the information below and click on the *Add* button at the bottom of the form to continue. Definitions of each field are available by clicking on the field name.

[print version](#)

General Project Information

[MP Type:](#)

[Project Name:](#)

[Project ID:](#) 999999-09-007

[Project Status:](#)

[Last Updated:](#) 12/30/2008 1:10 PM

[Project Type: *](#)

[Project Description:](#)

[Project Need/Justification:](#)

[Closing the Gaps Goals:](#)

It will take you to the “Add Project Application” screen, just as clicking on an existing project did. All information is entered in this screen.

(details on how to fill out the rest of the application will follow)

Notice that the system created a new Project ID. It will remain the same for the life of the project.



ICPS Project Applications

Import Applications

TEXAS HIGHER EDUCATION COORDINATING BOARD
Resource Planning

Administrative Account (999999)

BE SURE that you save your data by using the buttons at the bottom of the page. If you use one of the links below before saving the form, you could lose data.

Institution: Administrative Account
FICE: 999999

Please Select from the Menu Items on the Left

- Collapse All | Expand All
- + MP1 (Capital Expenditure Plan)
- + MP2 (Def. Maint. Plan)
- + MP4 (Def. Maint. Expenditures)
- Project Application**
 - Import Application (MP1/MP2/TRB)**
- View Project Applications
- Re-Approval
- + TRB Projects
- Tracking
 - + Search
 - + Facilities Inventory
- Logout

For easier input, a copy of the most recently submitted MP1, MP2, and TRB records have been placed here for easy import to a project application. Simply click on "Import Application".



Integrated Campus Planning System (ICPS)

Import Applications

Administrative Account :: Sul Ross State University (003625)

BE SURE that you save your data by using the buttons at the bottom of the page. If you use one of the links below before saving the form, you could lose data.

Collapse All | Expand All

- Administration
 - Institution/Agency Selection
 - System Controls
 - User Management
 - Project Applications for Quarter
- MP1 (Capital Expenditure Plan)
- MP2 (Def. Maint. Plan)
- MP4 (Def. Maint. Expenditures)
- Project Application
 - Import Application (MP1/MP2/TRB)
 - Start a new Project Application
 - View Project Applications
 - Re-Approval
- TRB Projects
- Tracking
 - Search
 - Facilities Inventory
- Logout

Current MP1/MP2/TRB Listing(s) Available to Import into a new Project Application

MP1 (Capital Expenditure)				
Building Number	Project Name	Priority	Project Cost	Import
INF	Underground Utilities	1	\$3,800,000	Import this MP1
203	Central Plant Boiler Replacement	2	\$3,700,000	Import this MP1
408	Industrial Technology Building Renovation	3	\$4,845,000	Import this MP1
400	Briscoe Administration Building Renovation	4	\$8,900,000	Import this MP1
GRD5	Campus Landscape	5	\$2,300,000	Import this MP1
401	Morelock Academic Building Renovation	6	\$8,500,000	Import this MP1
0645	Open Air Theatre Renovation	7	\$5,000,000	Import this MP1
0629	Jackson Field	8	\$3,000,000	Import this MP1
KF	Kokernot Field	9	\$2,000,000	Import this MP1

MP2 (Deferred Maintenance)				
Building Number	Project Name	Priority	Project Cost	Import
	Underground Utilities - Renovation	1	\$60,000	Import this MP2
0629	Jackson Field Press Box - Demolition	2	\$10,000	Import this MP2
0375	Animal Husbandry Barn - Demolition	3	\$5,000	Import this MP2

Tuition Revenue Bonds				
Building Number	Project Name	Rank	Project Cost	Import
0408	Industrial Technology Building Renovation	1	\$4,845,000	Import this TRB
0100	Lawrence Hall Renovation/Conversion	2	\$2,000,000	Import this TRB
New	Renovate and Replace Underground Utilities	3	\$3,800,000	Import this TRB

You will be directed to a screen that shows all the institution's MP1, MP2, and TRB records. From here, choose the project to import into a project application by clicking in the far right column.

Integrated Campus Planning System (ICPS)

Import Applications

TEXAS HIGHER EDUCATION COORDINATING BOARD

Resource Planning

Administrative Account (999999)

BE SURE that you save your data by using the buttons at the bottom of the page. If you use one of the links below before saving the form, you could lose data.

Collapse All | Expand All

- + MP1 (Capital Expenditure Plan)
- + MP2 (Def. Maint. Plan)
- + MP4 (Def. Maint. Expenditures)
- Project Application
 - Import Application (MP1/MP2/TRB)
 - Start a new Project Application
 - View Project Applications
 - Re-Approval
- + TRB Projects
- Tracking
- + Search
- + Facilities Inventory
- Logout

Add Project Application
Fill in the information below and click on the *Add* button at the bottom of the form to continue. Definitions of each field are available by clicking on the field name.

[print version](#)

General Project Information

MP Type:

Project Name:

Project ID: 999999-09-004

Project Status: Pending

Last Updated: 12/29/2008 8:11 PM

Project Type: *

Project Description:

Project Need/Justification:

Closing the Gaps Goals:

The information from the record will be pulled into the "Add Project Application" screen as shown. Enter data in all applicable fields that have not been auto-populated from the import.

If you need assistance with a field, click on the name (highlighted in blue) and a brief description will be provided.



Integrated Campus Planning System (ICPS)

Import Applications

The screenshot shows the 'Resource Planning' interface for the Texas Higher Education Coordinating Board. The main content area is titled 'Project Application - Financing Information' for the 'Bastrop Facility Strategic Plan'. It includes a warning: 'BE SURE that you save your data by using the buttons at the bottom of the page. If you use one of the links below before saving the form, you could lose data.' Below this is a sidebar with navigation options: 'MP1 (Capital Expenditure Plan)', 'MP2 (Def. Maint. Plan)', 'MP4 (Def. Maint. Expenditures)', 'Project Application' (with sub-options: 'Import Application (MP1/MP2/TRB)', 'Start a new Project Application', 'View Project Applications', 'Re-Approval'), 'TRB Projects', 'Tracking', 'Search', 'Facilities Inventory', and 'Logout'. The main form area contains the following text: 'For projects financed with Tuition Revenue Bonds, please enter the legislative session and bill number below. Enter the information below, then click on *Save and Return* to add this financing information. Click on *Save and Add More* to save this record and add additional financing information.' The form has two input fields: 'Legislative session: (Select One)' and 'Bill number:'. Below the fields are three buttons: 'Save and Return to Application', 'Save and Add More', and 'Cancel'. Two red arrows point from the right side of the slide to the 'Legislative session' dropdown and the 'Save and Return to Application' button.

When importing a TRB record, the system will ask you to enter the Legislative Session and Bill number from which the project received authority.

Hit "Save and Return to Application" when complete. It will take you back to the "Add Project Application" screen.



Integrated Campus Planning System (ICPS) Re-Approval

College for all Texans

TEXAS HIGHER EDUCATION COORDINATING BOARD

Resource Planning

Administrative Account: (999999)

BE SURE that you save your data by using the buttons at the bottom of the page. If you use one of the links below before saving the form, you could lose data.

Collapse All | Expand All

- + MP1 (Capital Expenditure Plan)
- + MP2 (Def. Maint. Plan)
- + MP4 (Def. Maint. Expenditures)
- Project Application
 - Import Application (MP1/MP2/TRB)
 - Start a new Project Application
 - View Project Applications
 - Re-Approval**
- New Projects
- Tracking
 - + Search
 - + Facilities Inventory
- Logout

View Current Project Applications

Below are the Project Applications for your institution. To sort the list, click on the column headings. To select an entry for re-approval, click on the corresponding 'Import this for Re-approval' hyperlink.

Project ID	Project Name	Reapprove
999999-05-002	Test Project	Import this for Re-approval
999999-05-004	heidi test	Import this for Re-approval
999999-05-005	Testing Submit feature	Import this for Re-approval
999999-05-006	Acquisition of Real Property at 4402 Wheeler	Import this for Re-approval
999999-05-007	2005 Test MP1	Import this for Re-approval
999999-05-008	Project Approved Name	Import this for Re-approval
999999-05-009	Lillian	Import this for Re-approval
999999-05-010	Tester for Required	Import this for Re-approval
999999-05-011	Test Project	Import this for Re-approval
999999-05-012	Student Housing Phase II	Import this for Re-approval
999999-05-013		Import this for Re-approval
999999-05-014	MP4 science demolition	Import this for Re-approval
999999-05-015	tester	Import this for Re-approval
999999-05-016	Phase II West Tunnel ACM, pipe supports & insulation	Import this for Re-approval
999999-05-017	tester	Import this for Re-approval
999999-05-018	tester	Import this for Re-approval
999999-06-001	Phase II West Tunnel ACM, pipe supports & insulation	Import this for Re-approval
999999-06-002	Phase II West Tunnel ACM, pipe supports & insulation	Import this for Re-approval
999999-06-003	MP4 science demolition	Import this for Re-approval
999999-06-004	Bills Test	Import this for Re-approval
999999-06-005	MP4 science demolition	Import this for Re-approval
999999-06-006		Import this for Re-approval
999999-06-007	MP4 science demolition	Import this for Re-approval

Similarly, you can import a project application that has already been approved for re-approval. Simply click on "Re-Approval" and a screen similar to the one here will appear.

Find the project that needs to be re-approved and click on "Import this for Re-approval".



Integrated Campus Planning System (ICPS) Re-Approval

College for all Texans

The screenshot shows the 'Resource Planning' interface. On the left is a navigation menu with options like 'MP1 (Capital Expenditure Plan)', 'MP2 (Def. Maint. Plan)', 'MP4 (Def. Maint. Expenditures)', 'Project Application', 'TRB Projects', 'Tracking', 'Search', 'Facilities Inventory', and 'Logout'. The main content area is titled 'Add Project Application' and includes instructions: 'Fill in the information below and click on the Add button at the bottom of the form to continue. Definitions of each field are available by clicking on the field name.' Below this is a 'Re-approval' section with a text area for 'Reason for requesting Re-approval'. A red arrow points to this text area. Below the text area is a 'General Project Information' section with fields for 'MP Type' (MP1), 'Project Name' (Vivarium and Experimental Space), 'Project ID' (999999-09-005), 'Project Status' (Pending), 'Last Updated' (12/30/2008 10:33 AM), 'Project Type' (Construction), 'Project Description' (Build-out of the current shell space in the basement of the new Natural Sciences and Engineering Research Laboratory for a Vivarium and...), and 'Project Need/Justification' (The Vivarium was an essential part of the NSFERR original design which...).

A box will appear where the information on why the project needs to be re-approved should be entered.

Make other changes as needed.



Integrated Campus Planning System (ICPS)

Input Data into Applications

TEXAS HIGHER EDUCATION COORDINATING BOARD
Resource Planning

Administrative Account (999999)

BE SURE that you save your data by using the buttons at the bottom of the page. If you use one of the links below before saving the form, you could lose data.

Add Project Application
Fill in the information below and click on the *Add* button at the bottom of the form to continue. Definitions of each field are available by clicking on the field name.

[print version](#)

General Project Information

MP Type: [dropdown menu]

Project Name: [text input]

Project ID: 9770009-008

Project Status: [dropdown menu]

Last Updated: 12/30/2008 1:34 PM

Project Type: * [dropdown menu]

Project Description: [text area]

Project Need/Justification: [text area]

Closing the Gaps Goals: [text area]

All methods of starting/importing/re-approving an application will bring you to the "Add Project Application" screen where information will be entered.

Start by filling out the "General Project Information" fields, beginning with the MP Type (whether it is a capital project, deferred maintenance project, or neither).



Integrated Campus Planning System (ICPS)

Input Data into Applications

The screenshot shows the 'General Project Information' section of the ICPS application. The 'Project Name' field is highlighted with a red arrow. Below it are fields for 'Project ID', 'Project Status', 'Last Updated', 'Project Type', and 'Project Description'. The 'Closing the Gaps Goals' section includes a checkbox for 'Which Closing the Gaps goals will this project affect? If none of the goals will be affected, check this box.' and dropdown menus for 'Participation', 'Success', 'Excellence', and 'Research'. There are also text areas for 'How does this project meet or not meet the specified goals?' and 'Project Need/Justification'. At the bottom, there are date pickers for 'Date of Governing Board Approval' and 'Date requested for consideration by the Coordinating Board', and an 'Institution Contact Information' section with a 'Name' field.

The project name field should always start with either "Construct, Repair, Renovate, or Purchase" (or a combination of these if necessary) based on the purpose of the project.

Continue down the application, filling out the Closing the Gaps Goals and Institutional Contact Information sections.



Integrated Campus Planning System (ICPS)

Input Data into Applications

College for all Texans

The screenshot shows the ICPS web application interface. The main window displays a form with two sections: 'Approval Contact Information' and 'Compliance Questions'. The 'Compliance Questions' section contains three questions, each with a dropdown menu and a text area for explanation. The first question is 'An environmental assessment was performed?' and is highlighted in blue. A pop-up window titled 'Environmental Assessment' is open over this question, providing further instructions: 'If this is a property purchase, indicate whether an environmental inspection has been performed by a qualified environmental inspector. If no environmental inspection has been performed, explain why it has not.' Red arrows point from the text on the right to the pop-up window and the blue highlighted question title.

Fill in the Approval Contact Information as well as the Compliance Questions.

If you are unsure what to enter in a field, click on the blue highlighted field title to get more information. For example, if you click on the first question, a pop up box will open with further explanation.



Integrated Campus Planning System (ICPS)

Input Data into Applications

Project Specifics

Region:

Is this project located on the main campus?

Address/Legal Description:

City:

Zip:

Building Number:

Delivery Method:

If 'Other', Please Explain:

Construction Type:

Facility Type:

If Housing, Number of Beds:

If Parking, Number of Spaces:

Estimated Start Date: January / 2008

Estimated Completion Date: January / 2008

Indicate a dollar amount of deferred maintenance this project would address, if applicable: \$

Project Space

	GSE	NASF	E&G	Date of Removal & Demolition (mm/dd/yyyy)
Addition	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	
New Construction	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	
Repair and Renovation	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	
Amount of Space for Demolition	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	
Amount Removed from Inventory	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text"/>
Amount Added to Inventory	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text"/>
Clinical E&G Space to be Added			<input type="text" value="0"/>	

Fill out the "Project Specifics". With the proposed new method to calculate average construction cost, the accuracy of the "Estimated Start Date" and "Estimated Completion Date" fields will be important.

Fill in the "Project Space" section and "Real Property" section (if applicable). If you are removing or adding space to the inventory, please the date of removal or demolition. Notice a separate area is provided to include clinical E&G space to be added.



Integrated Campus Planning System (ICPS)

Input Data into Applications

Costs and Fees	
Total Building Costs	
Building Cost (New Construction)	\$ <input type="text" value="0"/>
Building Cost (Repair & Renovation)	\$ <input type="text" value="0"/>
Site Acquisition	\$ <input type="text" value="0"/>
Fixed Equipment	\$ <input type="text" value="0"/>
Site Development	\$ <input type="text" value="0"/>
Furniture & Moveable Equipment	\$ <input type="text" value="0"/>
Construction Services	\$ <input type="text" value="0"/>
Life Safety Compliance	\$ <input type="text" value="0"/>
Total Building Costs	\$ <input type="text" value="0"/>
Total Professional Services Fees	
Architectural/Design Services	\$ <input type="text" value="0"/>
Project Management(System)	\$ <input type="text" value="0"/>
Project Management(Contract)	\$ <input type="text" value="0"/>
Other Professional Fees	\$ <input type="text" value="0"/>
Administrative Costs	\$ <input type="text" value="0"/>
Property Acquisition Fees	\$ <input type="text" value="0"/>
Total Professional Services Fees	\$ <input type="text" value="0"/>
Additional Costs	
Demolition	\$ <input type="text" value="0"/>
Eminent Domain	\$ <input type="text" value="0"/>
Environmental Development	\$ <input type="text" value="0"/>
Contingency	\$ <input type="text" value="0"/>
Other Costs	\$ <input type="text" value="0"/>
Total Additional Costs	\$ <input type="text" value="0"/>
Total Project Costs	
Total Project Costs	\$ <input type="text" value="0"/>

Fill in the "Costs and Fees". Each category will automatically subtotal, as will the "Total Project Costs" box, once you hit the "Update" field at the bottom of the application.

If there are values entered in the "Building Cost (New Construction)" and/or "Building Cost (Repair & Renovation)" fields, there must be corresponding space entered in the "Project Space" section above.



Integrated Campus Planning System (ICPS)

Input Data into Applications

College for all Texans

Address https://www1.thecb.state.tx.us/Apps/ICPS/ProjectApplicationEdit.cfm?Proj_Num=999999-09-008&ErrMsg=21&CFID=214331&CFTOKEN=66350315 Go

Architectural/Design Services	\$	<input type="text" value="1,000"/>
Project Management(System)	\$	<input type="text" value="0"/>
Project Management(Contract)	\$	<input type="text" value="0"/>
Other Professional Fees	\$	<input type="text" value="2,000"/>
Administrative Costs	\$	<input type="text" value="0"/>
Property Acquisition Fees	\$	<input type="text" value="0"/>
Total Professional Services Fees	\$	<input type="text" value="3,000"/>

Additional Costs

Demolition	\$	<input type="text" value="4,000"/>
Eminent Domain	\$	<input type="text" value="0"/>
Environmental Development	\$	<input type="text" value="400"/>
Contingency	\$	<input type="text" value="0"/>
Other Costs	\$	<input type="text" value="40,000"/>
Total Additional Costs	\$	<input type="text" value="44,400"/>

Total Project Costs

Total Project Costs	\$	<input type="text" value="47,400"/>
-------------------------------------	----	-------------------------------------

Total Cost

If this project is a part of a multi-phased project, please enter the total estimate of all projects combined

Total Cost:

Financing

Funding	Source	Repayment Plan for Bonds	Amount	Action
No Financing Information for this Project Application				

If the project is to be done in phases, the cost of all phases is to do in the "Total Cost" box.

Lastly, click on "Add Financing Information".

Integrated Campus Planning System (ICPS)

Input Data into Applications

TEXAS HIGHER EDUCATION COORDINATING BOARD

Resource Planning

Administrative Account (999999)

Project Application - Financing Information

Enter the information below, then click on *Save and Return* to add this financing information. Click on *Save and Add More* to save this record and add additional financing information. To return without saving, click on *Cancel*.

>>

Project Funding	Source	Revenue Stream for Bonds	Amount
(Select One)	(Select One)	(Select One)	\$
Total			\$0

You will be directed to the following screen where you will choose from drop down menus for the "Project Funding", "Source", and "Revenue Stream For Bonds". Enter in the amount.

- If only one financing type is used, click on "Save and Return to Application".
- If you have more than one financing type, click "Save and Add More" and repeat for each financing type.
- To cancel this function, click on "Cancel".



Integrated Campus Planning System (ICPS)

Input Data into Applications

College for all Texans

Other Professional Fees \$ 2,000

Administrative Costs \$ 0

Property Acquisition Fees \$ 0

Total Professional Services Fees \$ 3,000

Additional Costs

Demolition \$ 4,000

Eminent Domain \$ 0

Environmental Development \$ 400

Contingency \$ 0

Other Costs \$ 40,000

Total Additional Costs \$ 44,400

Total Project Costs

Total Project Costs \$ 47,400

Total Cost

If this project is a part of a multi-phased project, please enter the total estimate of all projects combined

Total Cost: 0

Financing

Funding	Source	Revenue Stream for Bonds	Amount	Action
Bonds	Tuition Revenue Bond Proceeds	Legislative Appropriations	\$10,000	DELETE
Cash	Gifts/Donations		\$7,000	DELETE
Bonds	Other Revenue Bonds	Unexpended Plant Funds	\$30,400	DELETE
Total			\$47,400	

Add Financing Information

Update Submit Project Application for Consideration Clear Changes Delete

For Cash funding, only the Source field needs to be filled. For Bond funding, the Source and Revenue Stream for Bonds need to be filled.

The Donation funding drop down is only for use in an event that a building or land has been donated. Donations of money should be reflected as either Cash or Bonds.

If there is an error in a finance entry, click "Delete" and "Add Financing Information" to change it.



Integrated Campus Planning System (ICPS)

Input Data into Applications

College for all Texans

Other Professional Fees \$ 2,000
Administrative Costs \$ 0
Property Acquisition Fees \$ 0
Total Professional Services Fees \$ 3,000

Additional Costs
Demolition \$ 4,000
Eminent Domain \$ 0
Environmental Development \$ 400
Contingency \$ 0
Other Costs \$ 40,000
Total Additional Costs \$ 44,400

Total Project Costs
Total Project Costs \$ 47,400

Total Cost
If this project is a part of a multi-phased project, please enter the total estimate of all projects combined
Total Cost: 0

Financing

Funding	Source	Revenue Stream	Bonds	Amount	Action
Bonds	Tuition Revenue Bond Proceeds	Legislative Appropriations		\$10,000	DELETE
Cash	Gifts/Donations			\$0,000	DELETE
Bonds	Other Revenue Bonds	Unexpended Plant Funds		\$30,400	DELETE
Total				\$47,400	

Add Financing Information

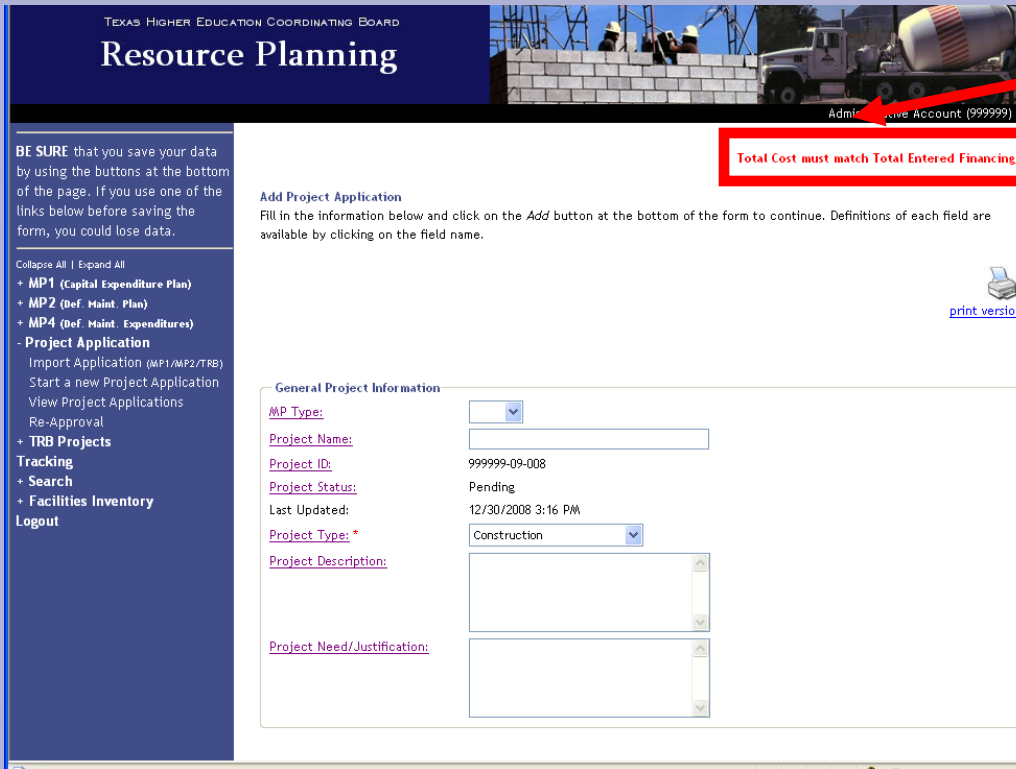
Update Submit Project Application for Consideration Clear Changes Delete

Once all entries have been made, review the information. If correct, click "Update" to save the record.

- To send the application for approval, click on "Send Project Application for Consideration".
- Select "Clear Changes" if you don't want to save or "Delete" if you don't want to keep this project application.
- To print a copy of the project application, click on the printer symbol.

Integrated Campus Planning System (ICPS)

Input Data into Applications



TEXAS HIGHER EDUCATION COORDINATING BOARD
Resource Planning

Admin User Account (999999)

Total Cost must match Total Entered Financing

Add Project Application
Fill in the information below and click on the *Add* button at the bottom of the form to continue. Definitions of each field are available by clicking on the field name.

General Project Information

MP Type:

Project Name:

Project ID: 999999-09-008

Project Status: Pending

Last Updated: 12/30/2008 3:16 PM

Project Type:

Project Description:

Project Need/Justification:

[print version](#)

BE SURE that you save your data by using the buttons at the bottom of the page. If you use one of the links below before saving the form, you could lose data.

Collapse All | Expand All

- + MP1 (Capital Expenditure Plan)
- + MP2 (Def. Maint. Plan)
- + MP4 (Def. Maint. Expenditures)
- Project Application
 - Import Application (MP1/MP2/TRB)
 - Start a new Project Application
 - View Project Applications
 - Re-Approval
- + TRB Projects
- Tracking
- + Search
- + Facilities Inventory
- Logout

If there is a problem with the application, a red error message will appear at the top of the application. Make change as necessary and then click on "Send Project Application for Consideration" again.

- If the project is sent successfully, the screen will take you to the list of project applications and the project will be added at the bottom with the status of "Sent to System". Once it is approved by the System contact, the status will change to "Sent to THECB".



ICPS Tuition Revenue Bond Projects

College for all Texans



ICPS Tuition Revenue Bond Projects

Overview

- Tuition Revenue Bond Process
- Add a New Project or Edit an Existing Project
 - General Project Information
 - Construction or Renovation Project
 - Space
 - Closing the Gaps
 - Deferred Maintenance
 - Utilization
 - Budget
 - Other Funding Alternatives
- Prioritize Projects
- Submit Projects



ICPS Tuition Revenue Bond Projects

Tuition Revenue Bond History

- When requested by the Legislature, THECB will open the TRB module in ICPS to collect Applications to be ranked by the staff and forwarded to the Legislature for consideration.
- Revenue bonds are secured by a pledge of an institution's "revenue funds" as defined in Chapter 55 of the Texas Education Code.
- The state has historically appropriated funds to institutions to cover the debt service on revenue bonds issued pursuant to certain specific authorizations to individual institutions in Chapter 55, Texas Education Code ("Tuition Revenue Bonds").
- TRBs are used to acquire, purchase, construct, improve, renovate, enlarge, or equip property, buildings, structures, facilities, roads, or related infrastructure on or for the campus.



ICPS Tuition Revenue Bond Projects Online Application

TEXAS HIGHER EDUCATION COORDINATING BOARD
Resource Planning

Administrative Account (999999)

BE SURE that you save your data by using the buttons at the bottom of the page. If you use one of the links below before saving the form, you could lose data.

Institution: **Administrative Account**
FICE: 999999

Please Select from the Menu Items on the Left

- Collapse All | Expand All
- + **MP1 (Capital Expenditure Plan)**
- + **MP2 (Def. Maint. Plan)**
- + **MP4 (Def. Maint. Expenditures)**
- + **Project Application**
- **TRB Projects**
- Start a new TRB
- View/Edit TRB Records
- Prioritize TRBs
- Tracking**
- + **Search**
- + **Facilities Inventory**
- Logout

Select the “TRB Projects” menu item to expand the sub-menu.

- Select “Start a new TRB” to add a new project, or
- Select “View TRB Records” to edit an existing project.



ICPS Tuition Revenue Bond Projects Online Application

TEXAS HIGHER EDUCATION COORDINATING BOARD

Resource Planning

Administrative Account (999999)

BE SURE that you save your data by using the buttons at the bottom of the page. If you use one of the links below before saving the form, you could lose data.

Collapse All | Expand All

- Administration
 - Institution/Agency Selection
 - System Controls
 - Project Applications for Quarter
- + MP1 (Capital Expenditure Plan)
- + MP2 (Def. Maint. Plan)
- + MP4 (Def. Maint. Expenditures)
- + Project Application
- TRB Projects
 - View/Edit TRB Records
 - Prioritize TRBs
- Tracking
 - + Search
 - + Facilities Inventory
- Logout

View Tuition Revenue Bond Requests

Below are the Tuition Revenue Bond Requests for your institution. To sort the list, click on the column headings. To edit an entry, click on the Project ID.

Project ID	Project Name	Total Project Cost	Rank	Status
1	Cavness Science Bldg-AHU Replacements	\$1,685,247	5	In Progress
4	Bastrop Facility Strategic Plan	\$402,001	6	In Progress
660	Construct and Renovate Recreation & Wellness Center, Phase 2	\$612,464	7	In Progress
707	Heidi	N/A	1	In Progress
708	Heidi 2	N/A	3	In Progress
709	Heidi	\$111,586	2	In Progress
818	Parking Test	\$5,828,212	4	In Progress

If editing an existing project, select a "Project Name" from the list of projects.



ICPS Tuition Revenue Bond Projects Online Application

Administrative Account (999999)

BE SURE that you save your data by using the buttons at the bottom of the page. If you use one of the links below before saving the form, you could lose data.

Collapse All | Expand All

- Administration
 - Institution/Agency Selection
 - System Controls
 - Project Applications for Quarter
 - + MP1 (Capital Expenditure Plan)
 - + MP2 (Def. Maint. Plan)
 - + MP4 (Def. Maint. Expenditures)
 - + Project Application
 - TRB Projects
 - View/Edit TRB Records
 - Prioritize TRBs
- Tracking
 - + Search
 - + Facilities Inventory
- Logout

Tuition Revenue Bonds

Below are links to the various sections you will need to complete in order to be considered for a Tuition Revenue Bond. Once you have completed all sections, use the submission button at the bottom to move your application on to the next step.

*Please note: A separate request is required for each project. Combined projects are **not** acceptable (e.g., renovate Science building, construct Library, and purchase property at 1 North Street, would require three separate applications).

Project Description	TRB Project Number:1
Institution:Administrative Account	
Project Name: Cavness Science Bldg-AHU Replacements	
Institution Rank: 5	
Status: In Progress	Last Updated:March 21, 2006 08:03

- [General Project Information](#)
 - [Construction or Renovation Project](#)
 - [Real Property Acquisition](#)
- [Space](#)
- [Closing the Gaps](#)
- [Deferred Maintenance](#)
- [Utilization](#)
- [Budget](#)
- [Other Funding Alternatives](#)

No Return Reason Provided

(Optional) Provide the institution with a reason for returning their application.

OR

The following form menu is launched to guide the user through the online application.

The user can delete an application from this form.

Or, submit the Application to the Board.



ICPS Tuition Revenue Bond Projects

General Project Information

General Project Information

1. Project Name:*

2. Project Type:*

3. Project Description:*
Please describe the project being proposed and include as much detail as possible.

4. Anticipated Impact of Project:
Explain the significance of the proposed project to the institution's mission.

5. Institutional Contact Information

Name:*

Phone:*

Fax:

Title:

Email:*

The data collected on this form is used to identify the project.

The project name provided is ideally the project name listed in the funding bill.

Use the "Anticipated Impact of Project" to identify Extraordinary Circumstances - 10 Points

These points are awarded to projects that addressed issues critical to the state, such as:

- Exceptional opportunities for outside funding of important projects.
- The impact of natural disasters on Texas colleges and universities.
- Recently constructed colleges or universities in high growth regions, including areas with large numbers of potential first-generation students, identified in *Closing the Gaps* (state higher education plan).
- Accreditation or reaffirmation requirements.



ICPS Tuition Revenue Bond Projects

General Project Information

Construction or Renovation Project

Add/Edit Tuition Revenue Bond Request - Construction or Renovation Project

Fill in the information below and click on the save button at the bottom of the form to continue.

*Denotes a required field.

If this is a Construction or Renovation project:

6a. Construction Type:* Infrastructure

6b. If Other, please explain: 1497 characters remaining until full
N/A

6c. Building Number:* New

6d. Primary Facility Type* Utilities

6e. Secondary Facility Type

6f. If parking is included, number of spaces created by New Construction: 5

6g. If parking is included, number of Spaces addressed during Repair & Renovation: 3

Save

Save and Return to Main TRB Menu

Save and Continue

The data collected on this form is used to determine which Evaluation Criteria is used for the project (New Construction or Renovation).



ICPS Tuition Revenue Bond Projects

General Project Information

Real Property Acquisition

College for all Texans

Add/Edit Tuition Revenue Bond Request - Real Property Information
Fill in the information below and click on the save button at the bottom of the form to continue.
**Denotes a required field.*

If this is a Real Property Acquisition:

7a. Type of Acquisition:*

7b. Is the purchase confidential?*

7c. If appraisals have been completed on this property, provide appraisal values or an estimate of the cost of the property.

Appraisal #1*: \$

Appraisal #2*: \$

7d. Would the Real Property Acquisition add E&G space to the inventory?*

7e. Number of Acres:

The data collected on this form is used to determine if real property is involved and if it will be Owned or Leased.

This information is not used in the TRB ranking process.



ICPS Tuition Revenue Bond Projects

Space

College for all Texans

Space	
Fall 2005 Space Deficit/Surplus:	Surplus of 15,535 Sq. Ft.
Projected 2010 Space Deficit/Surplus: (based on 2010 Closing the Gaps Forecast)	Deficit of 1,681 Sq. Ft.

Space Need is a ranking consideration in the TRB ranking process.

- 10 points Space deficit is greater than 75% of total Education and General space on campus
- 7 points Space deficit is between 51% and 75% of total Education and General space on campus
- 5 points Space deficit is between 26% and 50% of total Education and General space on campus
- 3 points Space deficit is between 1% and 25% of total Education and General space on campus
- 0 points Campus has a space surplus

See next slide for efficiency scoring



ICPS Tuition Revenue Bond Projects

Space

8. Proposed Project Space:

	Facility Type	GSF	NASF	E&G	Effic.	Standard
New Construction	General Use Facility	2	2	3	1.00	Meets Standard
Repair & Renovation	Office Space	34	23	67	1.48	Meets Standard
Addition	Boat Parking Structures	2	5	7	2.50	Meets Standard
Real Property Improvements	Diagnostic Support Laboratories	10	12	11	1.20	Meets Standard
Demolition	Diagnostic Support Laboratories	434	12,342	435	28.44	Meets Standard
Infrastructure		1,111	2,222	33,333		
Amount Added to Inventory by Proposed Project:		20,000	19	19		
Amount of Clinical Space Added to Inventory by Proposed Project:		16	14	15		
Amount Removed in Inventory by Proposed Project:		650,000	22	23		

Resulting Space from Proposed Project:

Fall 2005 Surplus/Deficit resulting from proposed project:	15,531
2010 Projected Surplus/Deficit resulting from proposed project: (based on 2010 Enrollment Forecast)	
MP1 report excluding all TRB projects and unknown source of fund projects. Any buildings or needs not included in the MP1 that could affect the calculations are not reflected in the calculation. Any projects included in the MP1 are included and may result in the projected space deficit/surplus.	-1,685

9. If the proposed project results in a space surplus, describe why the institution believes it is important to add space to the campus.

1280 characters remaining until full

If the proposed project results in a space surplus, describe why the institution believes it is important to add space to the campus five years from the first year of the authority for the bonds. and here....and here....

Space Efficiency is also ranking consideration in the TRB ranking process.

- 5 points The ratio of Net Assignable Square Feet to Gross Square Feet meets the Coordinating Board's standard ($\pm 5\%$)
- 0 points The ratio of Net Assignable Square Feet to Gross Square Feet is more than 10% below the Coordinating Board's standard



ICPS Tuition Revenue Bond Projects

Closing the Gaps

College for all Texans

Closing the Gaps

10a. Would the proposed project help meet one or more of the Closing the Gaps goals? Yes

10b. If yes, which goal(s):
 Participation Success Excellence Research

10c. Describe the efforts made by your institution thus far to achieve the specified goal(s):
 1412 characters remaining until full
 Describe the efforts made by your institution thus far to achieve the specified goal(s):

If Any or All:

10d. Describe in detail how the proposed project would support your institution's achievement of its targets for the specified goal(s).
 1391 characters remaining until full
 Describe in detail how the proposed project would help the institution meet the specified goal(s)...and here

11a. Is the proposed project required for the institution's accreditation or a specific program's accreditation? Yes

11b. If yes, describe in detail how the proposed project would address accreditation issues. Include the full name of the accrediting body.
 1356 characters remaining until full
 If yes, describe in detail how the proposed project would address accreditation issues. Include the full name of the accrediting body...and here

Projects Specific *Closing the Gaps* Impact

The likelihood to help achieve *Closing the Gaps*.

- Participation – Maximum of 6 points
- Success – Maximum of 6 points
- Excellence – Maximum of 7 points
- Research – Maximum of 6 points

Closing the Gaps Indices

Progress toward *Closing the Gaps* goals based on the Accountability System.

- Participation (Enrollment of underrepresented minorities and improvement in their percentage of the student body from underrepresented minorities over the past five years) – 5 points
- Success (Six-year graduation rate of first-time, full-time students in the most recent year and improvement in this over the past five years) – 5 points
- Research (Percentage change in total research expenditures from all sources generated by an institution over the past five years) – 5 points



ICPS Tuition Revenue Bond Projects

Deferred Maintenance

Master Plan Information

12a. MP1 (select one):
MP2 (select up to 5)

12b. If not listed on the MP1 or MP2, please provide an explanation for not including the proposed project on these reports.

1500 characters remaining until full

Current Deferred Maintenance

	\$ Amount	Ratio to Rep Value	Meets or Does not Meet Standard
Fall 2005 Deferred Maintenance:	\$2,938,500	0.027	Meets Standards
Fall 2005 Critical Deferred Maintenance:	\$0	0.000	Does Not Meet Standards

13a. Would the proposed project address Deferred Maintenance?*

13b. Would the proposed project address Critical Deferred Maintenance?*

If you answered "No" to both questions 13a. and 13b., skip to question number 14a.

13c. If the proposed project addresses deferred maintenance, describe, in detail, how the proposed project would reduce deferred maintenance and/or critical deferred maintenance on the campus.

1448 characters remaining until full

Update the fields to associate this TRB project with Projects reported in the Master Plans.

Points are assigned based on the project's rank in the institution's Campus Master Plan.

- 10 points Project ranked above 75th percentile of MP1/2
- 8 points Project ranked above 50th percentile of MP1/2
- 6 points Project ranked above 25th percentile of MP1/2
- 4 points Project ranked above 10th percentile of MP1/2
- 2 points Project ranked below 10th percentile of MP1/2
- 0 points Project is not ranked on MP1/2



ICPS Tuition Revenue Bond Projects

Deferred Maintenance

College for all Texans

14. Proposed Project Impact on Deferred Maintenance

	AWP2 Project	\$ Amount
Amount of Deferred Maintenance the proposed project would address:	Not on list	\$ 780000
	Not on list	\$
	Not on list	\$
	Not on list	\$
	Not on list	\$
		Total: \$780000
Amount of Critical Deferred Maintenance the proposed project would address:	Not on list	\$
	Not on list	\$
	Not on list	\$
	Not on list	\$
	Not on list	\$
		Total: \$0

Recalculation of Institution's Deferred Maintenance Based on the Proposed Project

	\$ Amount	Replacement Value	Ratio to Rep. Value	Meets/Does Not Meet Standard
Impact on Deferred Maintenance from Proposed Project, if applicable:	\$2,158,500	\$108,975,652	0.020	Meets Standard
Impact on Critical Deferred Maintenance from Proposed Project, if applicable:	\$0	\$108,975,652	0.000	Does Not Meet Standard

14a. If the Institution does not meet one or both of the Board's standards for Deferred Maintenance, please provide an explanation how the institution plans to meet the Board's standards for Deferred Maintenance.

1500 characters remaining until full

The information on this portion of the form is not used in the ranking process, but is used when the project is imported into a project application form.



ICPS Tuition Revenue Bond Projects

Deferred Maintenance

14b. Would the proposed project address life safety/ADA concerns?

854 characters remaining until full

14c. If yes, describe in detail, how the proposed project would address life safety/ADA concerns.

There have been a number of recommendations that have been made, should resources be forthcoming, for repair and renovation of this facility. A local architectural firm has been contracted that will ensure that we include essential ADA concerns for accommodation and accessibility. Those include entrances and exits, accommodations in kinesiology classrooms, as well as the gym for participation and seating. In addition, the State Fire Marshall and

Update the fields and select the "Save and Continue" button to move to the next menu item.



ICPS Tuition Revenue Bond Projects Utilization

Space Utilization is a ranking consideration base on the percent above or below the Coordinating Board's guideline.

Add/Edit Tuition Revenue Bond Request - Utilization
Fill in the information below and click on the save button at the bottom of the form to continue.
**Denotes a required field.*

Utilization

	Utilization	Guideline	Rank
Fall 2005 Classroom Utilization:	20.83	38	33 of 35
Fall 2005 Class Laboratory Utilization:	4.30	25	35 of 35

15. Provide any additional relevant information that would support the evaluation of the proposed project and/or would address any issues that were not listed above.

2500 characters remaining until full

Save Save and Return to Main TRB Menu Save and Continue

Colleges and Universities

- 5 points Classroom utilization is more than 10% above
- 2.5 points Classroom utilization (\pm 10%)
- 0 points Classroom utilization is more than 10% below
- 5 points Class Laboratory utilization is more than 10% above
- 2.5 points Class Laboratory utilization (\pm 10%)
- 0 points Class Laboratory utilization is more than 10% below

Campus-wide Efficiency – HRIs

The percentage of Gross Square Feet to Net Assignable Square Feet.

- 10 points Space efficiency campus-wide is more than 10% above
- 5 points Space efficiency campus-wide meets (\pm 10%)
- 0 points Space efficiency campus-wide is more than 10% below



ICPS Tuition Revenue Bond Projects

Budget

College for all Texans

Budget

16. Why should this project should be built with tuition revenue bonds instead of another source of funds?*

1878 characters remaining until full

Midwestern State University does not, in fact, have another source of funds to reconstruct D. L. Ligon Coliseum. The rehabilitation project is too large. If the cost were funded with designated tuition it would raise the level of designated tuition far too high. Midwestern State University's HEAF funds were reduced by nearly \$2 million for this biennium. When increased by the 79th legislature, the HEAF funding will be returned to only 2003-2004

This portion of the budget form is not used to rank the project.



ICPS Tuition Revenue Bond Projects

Budget

College for all Texans

17. Proposed Project Costs	
Total Building Costs	
Building Cost (New Construction)*	\$ 0
Building Cost (Repair & Renovation)*	\$ 4,244,000
Real Property or Site Acquisition*	\$ 0
Demolition	\$ 0
Site Development	\$ 0
Other Infrastructure Costs	\$ 6,500,000
Parking (new construction)	\$ 0
Parking (repair and renovation)	\$ 0
Construction Services	\$ 0
Fixed Equipment	\$ 0
Furniture & Moveable Equipment	\$ 0
Total Construction Costs	\$ 10,744,000
Professional Services Fees	
Architectural/Design Services	\$ 900,000
Project Management(System)	\$ 0
Project Management(Contract)	\$ 0
Other Professional Fees	\$ 0
Administrative Costs	\$ 0
Property Acquisition Fees/Closing Costs	\$ 0
Total Professional Services Fees	\$ 900,000
Additional Costs	
Eminent Domain	\$ 0
Environmental Development	\$ 0
Contingency	\$ 0
Other Costs	\$ 245,000
Total Additional Costs	\$ 245,000
Total Project Cost	\$ 11,889,000

Project cost is evaluated when ranking projects. See next slide for scale.



ICPS Tuition Revenue Bond Projects

Budget

18. Explain 'Other Costs' or any unusual costs.
**Other major costs include telecommunications and networking, security, audiovisual systems, signs, locks, and start-up costs.*

1425 characters remaining until full
 fire alarm system, telecommunications and networking and asbestos abatement

Calculated Cost Summary for Proposed Project

	Cost	Board Average	Board Range	Measure of Cost
Total Building Cost per GSF (New Construction):	0	159.72	35.20 - 289.52	Low
Total Building Cost per GSF (Repair & Renovation):	72	67.99	2.04 - 170.71	Typical
Total Site Acquisition Cost:	0	N/A	N/A N/A	
Parking Cost per Space (New Construction):	0	2709	1009 - 4861	Low
Parking Cost per Space (Repair & Renovation):	0	0	0 - 0	
What percent of the proposed project cost would address Deferred Maintenance?				7 %

18. Source of funding*

	\$ Amount	Type	Source	Revenue Stream	% Total
1.	10,700,000	Bonds	Tuition Revenue Bond Proceeds	Legislative Appropriations	89.999
2.	1,189,000	Cash	Other Local Funds	Other Local Funds	10.000
3.	0				0
4.	0				0
5.	0				0
6.	0				0
7.	0				0
TOTAL	11,889,000				

Points are assigned based on estimated project costs per square foot compared to the Board's construction costs standard. This fulfills the mandate of Education Code 61.0572(b) (7) and ensures that institutions are constructing and renovating buildings in a cost-efficient manner.

- 5 points Cost per square foot is greater than 10%, less than the maximum cost
- 4 points Cost per square foot is within 6%-10% of the maximum cost
- 3 points Cost per square foot is within 0%-5% of the maximum cost [meets the standard]
- 0 points Cost per square foot exceeds the maximum cost



ICPS Tuition Revenue Bond Projects

Budget

College for all Texans

Matching Funds - In Hand

19a. Are one or more of the proposed project's source of funds dependent on matching funds from TRB proceeds?

19b. If yes, what percentage of the project cost is already pledged? %

19c. If yes, are the funds in hand?

19d. If yes, describe the matching funding sources to be used.
1500 characters remaining until full

Supplemental Funds-Available

20a. If you have not listed other sources of funds in question 18 and you did not receive 100% of the TRB funding, how would you pay for the project?
1192 characters remaining until full

This building cannot be reconstructed without tuition revenue bonds or appropriated general revenue funding. However, we recognize that based on the certified facility report, approximately 10% must be funded from other local funds, only 90% attributable to E&G funds, and thus, our local fund commitment.

Points are assigned based on the percentage of non-TRB funding identified by the institution for the project. The intent is to measure the importance an institution places on the project by evaluating the amount of non-TRB funding that the institution is willing to provide.

- 10 points Project funding includes 51% or more funds other than TRB
- 5 points Project funding includes 26%-50% funds other than TRB
- 3 points Project funding includes 10%-25% funds other than TRB
- 0 points Less than 10% or no funds other than TRB



ICPS Tuition Revenue Bond Projects

Other Funding Alternatives

Edit/Add Tuition Revenue Bond Request
Fill in the information below and click on the save button at the bottom of the form to continue.
**Denotes a required field.*

Other Funding Alternatives

21. If the proposed project is not funded with Tuition Revenue Bond funds, what other sources of funding are available?*

1500 characters remaining until full

Update the fields and select the "Save and Continue" button to move to the next menu item.



ICPS Tuition Revenue Bond Projects

Prioritize TRBs

BE SURE that you save your data by using the buttons at the bottom of the page. If you use one of the links below before saving the form, you could lose data.

- Collapse All | Expand All
- + Administration
- + MP1 (Capital Expenditure Plan)
- + MP2 (Def. Maint. Plan)
- + MP4 (Def. Maint. Expenditures)
- + Project Application
- TRB Projects
 - Start a new TRB
 - View/Edit TRB Records
 - Prioritize TRBs
- Tracking
- + Search
- + Facilities Inventory
- Logout

Prioritize TRBs

Arrange the projects from high priority (top) to the lowest priority (bottom). When finished, press *Update Priorities*.

D. L. Ligon Renovation (ID: 768)	Move Up ↑
Performing Arts Center (ID: 786)	
Fowler/Engineering Building (ID: 771)	Move Down ↓
Bolin Science Hall Renovation (ID: 787)	
Campus Roofs - Repair and Replacement (ID: 788)	
University Parking Lots and Road Repair (ID: 789)	
McGaha Building Renovation (ID: 790)	

Update Priorities

Once an institution has entered and edited its projects, they must be prioritized.

Select a project, select the “Move Up” or “Move Down” button to reposition the projects in priority order.

Then select the “Update Priorities” Button.



ICPS Tuition Revenue Bond Projects

Tuition Revenue Bonds
Below are links to the various sections you will need to complete in order to be considered for a Tuition Revenue Bond. Once you have completed all sections, use the submission button at the bottom to move your application on to the next step.

*Please note: A separate request is required for each project. Combined projects are **not** acceptable (e.g., renovate Science building, construct Library, and purchase property at 1 North Street, would require three separate applications).

Project Description	
Institution:Midwestern State University	TRB Project Number:768
Project Name: D. L. Ligon Renovation	
Institution Rank: 1	
Status: Authorized	Last Updated:Dec 9 2008 1:52PM

- [1. General Project Information](#)
 - [a. Construction or Renovation Project](#)
- [2. Space](#)
- [3. Closing the Gaps](#)
- [4. Deferred Maintenance](#)
- [5. Utilization](#)
- [6. Budget](#)
- [7. Other Funding Alternatives](#)

No Return Reason Provided

(Optional) Provide the institution with a reason for returning their application.

OR

Administrative Tasks

The “Submit TRB Application to THECB” must be selected for each project to submit the projects.

A complete explanation of the Evaluation Criteria can be found at [http://www.thecb.state.tx.us/PA/FinanceAndResourcePlanning/Tuition Revenue Bond Training](http://www.thecb.state.tx.us/PA/FinanceAndResourcePlanning/TuitionRevenueBondTraining)



ICPS Capital Expenditure Plan (MP1)

College for all Texans



ICPS Capital Expenditure Plan (MP1)

Overview

Chapter 17 section 101 of THECB states that a Capital Expenditure Plan will be submitted on or before July 1 of every year, as required by Texas Education Code, 61.0582. The report shall include projects that are planned or may be submitted to the Board within the next five years, regardless of funding source: new construction projects \$1,000,000 or more; repair and rehabilitation projects \$1,000,000 or more; information resource projects that cumulatively would total \$1,000,000 or more in one year; property purchases that cumulatively would total \$1,000,000 or more in one year.

- Submit Records – Three Ways
 - Edit Previous Year’s Data (educational institutions only)
 - Enter Records
 - Upload Records from a File
- Prioritize Records
- View a Summary
- Certify Records
- Troubleshooting Tips



ICPS Capital Expenditure Plan (MP1)

Don't Forget to Save

- Caution: Save data!
 - The "Add" or "Update" buttons at the bottom of the entry form must be selected to save inputted work.



A screenshot of a web interface showing a row of buttons. From left to right: a small button labeled "Add", a larger button labeled "Submit Project Application for Consideration", a button labeled "Clear Changes", and a button labeled "Print Version". A red arrow points from the top left towards the "Add" button.



A screenshot of a web interface showing a row of buttons. From left to right: a small button labeled "Update", a larger button labeled "Submit Project Application for Consideration", a button labeled "Clear Changes", a button labeled "Delete", and a button labeled "Print Version". A red arrow points from the top left towards the "Update" button.



ICPS Capital Expenditure Plan (MP1) Submit Records

TEXAS HIGHER EDUCATION COORDINATING BOARD
Resource Planning

Administrative Account :: Angelo State University (003541)

BE SURE that you save your data by using the buttons at the bottom of the page. If you use one of the links below before saving the form, you could lose data.

Collapse All | Expand All

- **Administration**
 - Institution/Agency Selection
 - System Controls
 - User Management
 - Project Applications for
- Quarter
- + **MP1 (Capital Expenditure Plan)**
- + MP4 (Def. Maint. Expenditures)
- + Project Application
- + TRB Projects
- Tracking
- + Search
- + Facilities Inventory
- Logout

Institution: Angelo State University
FICE: 003541

Please Select from the Menu Items on the Left

From the left menu frame, Click on “MP1 (Capital Expenditure Plan)” to expand the menu item.



ICPS Capital Expenditure Plan (MP1)

Submit Records – Three Ways

TEXAS HIGHER EDUCATION COORDINATING BOARD
Resource Planning

Administrative Account :: Angelo State University (003541)

Institution: Angelo State University
FICE: 003541

Please Select from the Menu Items on the Left

MP1 (Capital Expenditure Plan)
Start a new MP1
Upload MP1
View MP1 Records
Prioritize MP1
Summary Report-2007

Note the expanded menu that appears. The system allows three means of submitting MP1 records.

- Use last year's records to submit records for this fiscal year
- Start new MP1 records
- Upload MP1 records



ICPS Capital Expenditure Plan (MP1)

Submit Records – Edit Previous

TEXAS HIGHER EDUCATION COORDINATING BOARD

Resource Planning

Administrative Account :: Angelo State University (003541)

BE SURE that you save your data by using the buttons at the bottom of the page. If you use one of the links below before saving the form, you could lose data.

Collapse All | Expand All

- **Administration**
 - Institution/Agency Selection
 - System Controls
 - User Management
 - Project Applications for Quarter
- **MP1 (Capital Expenditure Plan)**
 - Start a new MP1
 - Upload MP1
 - View MP1 Records
 - Prioritize MP1
 - Summary Report-2007
 - Certify
- + **MP2 (Def. Maint. Plan)**
- + **MP4 (Def. Maint. Expenditures)**
- + **Project Application**
- + **TRB Projects Tracking**
 - + Search
 - + Facilities Inventory
- Logout

View MP1 Records
Below are the MP1 records for this fiscal year. To sort the list, click on the column headings. To edit an entry, click on the project name.

Building Number	Project Name	Priority	Project Cost	Data Entry Completed
0104	Hardeman Student Service Center	1	\$12,000,000	X
BL03	500 Bed Residence Hall Renovation 9	2	\$38,000,000	X
0301	Houston Hartman University Center Snack Bar Renov.	3	\$3,000,000	X
LA02	Proposed Acquisitions	4	\$12,000,000	X
	College of Nursing and Allied Health	5	\$45,000,000	X
0123	Massie Hall Connection	6	\$6,771,000	X
0110	Addition to the Center for Human Performance	7	\$7,000,000	X
0109	Porter Henderson Library IT Commons	8	\$4,380,000	X
	Performing Arts Center	9	\$50,000,000	X
	Fine Arts Living/Learning Center	10	\$15,000,000	X
IN04	Central Plaza Renovation	11	\$7,800,000	X

- Select "View MP1 Records" to review the records transferred from the previous year.
 - A copy of the previous year's records are copied into the current year for your convenience.
- Update or delete each record.
- Select the project's name to update.



ICPS Capital Expenditure Plan (MP1)

Submit Records – Edit Previous

Financing/Lease Period

Start Date: 11/01/2008
(mm./dd./yyyy)

End Date: 10/31/2033
(mm./dd./yyyy)

Financing

Cash or Bonds	Type	Source	Expenditures					9/1/2013 and beyond	Action
			Through 8/31/2009	Through 8/31/2010	Through 8/31/2011	Through 8/31/2012	Through 8/31/2013		
Bonds	Revenue Bonds	DT	\$2,000,000	\$6,000,000	\$0	\$0	\$0	\$0	DELETE
Cash	Other	FG	\$4,000,000	\$0	\$0	\$0	\$0	\$0	DELETE
Totals			\$6,000,000	\$6,000,000	\$0	\$0	\$0	\$0	

Add Financing Information

Debt Repayment Information

Repayment Source	Portion from General Revenue	Debt Obligation Payments (P&I)					9/1/2013 and beyond	Action
		Through 8/31/2009	Through 8/31/2010	Through 8/31/2011	Through 8/31/2012	Through 8/31/2013		
No Debt Repayment Information for this MP								

Add Debt Repayment Information

Update Clear Changes Delete Mark Data Entry Completed

- Update the record's information and select the "Update" button on the bottom of the form to SAVE your updates.
- Note: Do not include commas or punctuation when entering the number fields.*



ICPS Capital Expenditure Plan (MP1)

Submit Records – Edit Previous

Financing/Lease Period

Start Date:
(mm/dd/yyyy)

End Date:
(mm/dd/yyyy)

Financing

Cash or Bonds	Type	Source	Expenditures					9/1/2014 and beyond	Action
			Through 8/31/2010	Through 8/31/2011	Through 8/31/2012	Through 8/31/2013	Through 8/31/2014		
No Financing Information for this MP									
<input type="button" value="Add Financing Information"/>									

←

Debt Repayment Information

Repayment Source	Portion from General Revenue	Debt Obligation Payments (P&I)					9/1/2014 and beyond	Action
		Through 8/31/2010	Through 8/31/2011	Through 8/31/2012	Through 8/31/2013	Through 8/31/2014		
No Debt Repayment Information for this MP								
<input type="button" value="Add Debt Repayment Information"/>								

- The “Financing and Debt Repayment Information” does **NOT** contain the previous year’s information.
- Add financing information to the record by clicking on the ‘ADD FINANCING INFORMATION’ button.



ICPS Capital Expenditure Plan (MP1)

Submit Records – Edit Previous

Administrative Account :: Angelo State University (003541)

MP1 (Capital Expenditure Plan) - Financing Information

Enter the information below, then click on *Save and Return* to add this financing information. Click on *Save and Add More* to save this record and add additional financing information. To return without saving, click on *Cancel*.

Type of Financing	Type of Financing	Source of Funds
(Select One)	(Select One)	(Select One)
If "Other", please specify type:	If "Other", please specify type:	If "Other", please specify type:
Explanation of "Other" Financing	Explanation of "Other" Financing	Explanation of "Other" Financing

Expenditures:

Through 8/31/2009	Through 8/31/2010	Through 8/31/2011	Through 8/31/2012	Through 8/31/2013	9/1/2013 and Beyond	Total Calculated Financing
\$	\$	\$	\$	\$	\$	\$

Financing Information Reported in Previous Year (2007)

Financing Type	2008	2009	2010	2011	2012	Balance	Total Cost
Current Appropriations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
General Obligation Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Revenue Bonds	\$0	\$11,350,600	\$36,682,200	\$81,870,500	\$32,350,000	\$35,810,320	\$197,713,620
Master Lease Purchase Program	\$13,800,000	\$0	\$0	\$0	\$0	\$0	\$13,800,000
Lease Purchase Other Than MLPP	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$1,300,000	\$0	\$0	\$0	\$0	\$1,300,000
Unspecified	\$0	\$1,884,650	\$2,409,350	\$5,850,000	\$0	\$0	\$10,144,000
Totals	\$13,800,000	\$14,535,250	\$38,771,550	\$87,720,500	\$32,350,000	\$35,810,320	\$222,957,620

Buttons: Save and Return to MP1, Save and Add More, Cancel

- On the "Finance Information" screen, enter in the TYPE OF FINANCING and SOURCE OF FUNDS from the drop down menu.
- If "Other" is selected, specify. Enter in the expenditures. If only one financing type is used, click on the 'SAVE AND RETURN TO MP1' button.
- If you have more than one financing type, click on the 'SAVE AND ADD MORE' button and repeat for each financing type.
- To cancel this function, select the 'CANCEL' button.



Texas Higher Education
Coordinating Board

ICPS Capital Expenditure Plan (MP1)

Submit Records – Edit Previous

College for all Texans

Financing/Lease Period

Start Date: 11/01/2008
(mm/dd/yyyy)

End Date: 10/31/2033
(mm/dd/yyyy)

Financing

Cash or Bonds	Type	Source	Expenditures					9/1/2013 and beyond	Action
			Through 8/31/2009	Through 8/31/2010	Through 8/31/2011	Through 8/31/2012	Through 8/31/2013		
Bonds	Revenue Bonds	DT	\$2,000,000	\$6,000,000	\$0	\$0	\$0	\$0	<input type="button" value="DELETE"/>
Cash	Other	FG	\$4,000,000	\$0	\$0	\$0	\$0	\$0	<input type="button" value="DELETE"/>
Totals			\$6,000,000	\$6,000,000	\$0	\$0	\$0	\$0	

Debt Repayment Information

Repayment Source	Portion from General Revenue	Debt Obligation Payments (DOP)					9/1/2013 and beyond	Action
		Through 8/31/2009	Through 8/31/2010	Through 8/31/2011	Through 8/31/2012	Through 8/31/2013		
No Debt Repayment Information for this MP								

- Back on the main record input screen, input the Debt Repayment Information by selecting the 'ADD DEBT REPAYMENT INFORMATION' button.



ICPS Capital Expenditure Plan (MP1)

Submit Records – Edit Previous

TEXAS HIGHER EDUCATION COORDINATING BOARD
Resource Planning

Administrative Account :: Angelo State University (003541)

MP1 (Capital Expenditure Plan) - Debt Repayment Information

Enter the information below, then click on *Save and Return* to add this debt repayment information. Click on *Save and Add More* to save this record and add additional debt repayment information. To return without saving, click on *Cancel*.

Source of Funds: (Select One)

If "Other", please specify:

Explanation of "Other" Source of Funds:

Percent from General Revenue: %

Expenditures:

	Through 8/31/2009	Through 8/31/2010	Through 8/31/2011	Through 8/31/2012	Through 8/31/2013	9/1/2013 and Beyond
\$	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Debt Repayment Information Reported in Previous Year (2007)

Source Repay	2008	2009	2010	2011	2012	Balance	Total Cost
Auxiliary Enterprise Revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Available University Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Designated Tuition	\$605,496	\$201,832	\$201,832	\$201,832	\$201,832	\$2,623,816	\$4,036,641

Input the 'SOURCE OF FUNDS'.

- You must specify if 'OTHER' is selected.
- Add the percent from General Revenue and Expenditures.
- If only one source of funding type is used, click on the 'SAVE AND RETURN TO MP1' button.
- If you have more than one source of funding type, click on the 'SAVE AND ADD MORE' button and repeat for each financing type.
- To cancel this function, select the 'CANCEL' button.



ICPS Capital Expenditure Plan (MP1)

Submit Records – Edit Previous

- Back on the main record input screen, select the 'UPDATE' button to save the record.
- Select the "Mark Data Entry Completed" to return to the summary page.



ICPS Capital Expenditure Plan (MP1)

Submit Records – Delete Previous

College for all Texans

TEXAS HIGHER EDUCATION COORDINATING BOARD

Resource Planning

Administrative Account :: Angelo State University (003541)

BE SURE that you save your data by using the buttons at the bottom of the page. If you use one of the links below before saving the form, you could lose data.

Collapse All | Expand All

- **Administration**
 - Institution/Agency Selection
 - System Controls
 - User Management
 - Project Applications for Quarter
- **MP1 (Capital Expenditure Plan)**
 - Start a new MP1
 - Upload MP1
 - View MP1 Records
 - Prioritize MP1
 - Summary Report-2007
 - Certify
- + **MP2 (Def. Maint. Plan)**
- + **MP4 (Def. Maint. Expenditures)**
- + **Project Application**
- + **TRB Projects**
- Tracking**
- + **Search**
- + **Facilities Inventory**
- Logout**

View MP1 Records

Below are the MP1 records for this fiscal year. To sort the list, click on the column headings. To edit an entry, click on the project name.

<u>Building Number</u>	<u>Project Name</u>	<u>Priority</u>	<u>Project Cost</u>	<u>Data Entry Completed</u>
0104	Hardeman Student Service Center	1	\$12,000,000	X
BL03	500 Bed Residence Hall - Housing 9	2	\$38,000,000	X
0301	Houston Harte University Center Snack Bar Renov.	3	\$3,000,000	X
LA02	Property Acquisitions	4	\$12,000,000	X
	College of Nursing and Allied Health	5	\$45,000,000	X
0625	Massie Hall Connection	6	\$6,771,000	X
0110	Addition to the Center for Human Performance	7	\$7,000,000	X
0109	Porter Henderson Library IT Commons	8	\$4,380,000	X
	Performing Arts Center	9	\$50,000,000	X
	Fine Arts Living/Learning Center	10	\$15,000,000	X
IN04	Central Plaza Renovation	11	\$7,800,000	X

- To delete a record select the project's name.
 - For example, to delete the 'Hardeman Student Service Center' MP1 Record, select and click on that title.



ICPS Capital Expenditure Plan (MP1)

Submit Records – Delete Previous

Financing/Lease Period

Start Date: 11/01/2008
(mm/dd/yyyy)

End Date: 10/31/2033
(mm/dd/yyyy)

Financing

Cash or Bonds	Type	Source	Expenditures					9/1/2013 and beyond	Action
			Through 8/31/2009	Through 8/31/2010	Through 8/31/2011	Through 8/31/2012	Through 8/31/2013		
Bonds	Revenue Bonds	DT	\$2,000,000	\$6,000,000	\$0	\$0	\$0	\$0	<input type="button" value="DELETE"/>
Cash	Other	FG	\$4,000,000	\$0	\$0	\$0	\$0	\$0	<input type="button" value="DELETE"/>
Totals			\$6,000,000	\$6,000,000	\$0	\$0	\$0	\$0	

Debt Repayment Information

Repayment Source	Portion from General Revenue	Debt Obligation Payments (P&I)					9/1/2013 and beyond	Action
		Through 8/31/2009	Through 8/31/2010	Through 8/31/2011	Through 8/31/2012	Through 8/31/2013		
No Debt Repayment Information for this MP								

- Scroll to the bottom of the web page and click the DELETE button.
- This will remove the MP1 Record from the current fiscal year MP1 records.



ICPS Capital Expenditure Plan (MP1) Submit Records – Enter Records

College for all Texans

TEXAS HIGHER EDUCATION COORDINATING BOARD
Resource Planning

Administrative Account :: Angelo State University (003541)

BE SURE that you save your data by using the buttons at the bottom of the page. If you use one of the links below before saving the form, you could lose data.

MP1 (Capital Expenditure Plan)
Start a new MP1
Upload MP1
View MP1 Records
Prioritize MP1
Summary Report-2007
Certify

View MP1 Records
Below are the MP1 records for this fiscal year. To sort the list, click on the column headings. To edit an entry, click on the project name.

Building Number	Project Name	Priority	Project Cost	Data Entry Completed
0104	Hardeman Student Service Center	1	\$12,000,000	X
BL03	500 Bed Residence Hall - Housing 9	2	\$1,000,000	X
0301	Houston Harte University Center Snack Bar Renov.	3	\$3,000,000	X
LA02	Property Acquisitions	4	\$12,000,000	X
	College of Nursing and Allied Health	5	\$45,000,000	X
	Massie Hall Connection	6	\$6,771,000	X
0110	Addition to the Center for Human Performance	7	\$7,000,000	X
0109	Porter Henderson Library IT Commons	8	\$4,380,000	X
	Performing Arts Center	9	\$50,000,000	X
	Fine Arts Living/Learning Center	10	\$15,000,000	X
IN04	Central Plaza Renovation	11	\$7,800,000	X

- To start a new MP1 record to submit for the current fiscal year, click on the “START A NEW MP1” link.



ICPS Capital Expenditure Plan (MP1)

Submit Records – Enter Records

Board Rule §17.101 Institutional Reports

(A) **Facilities Development Plan (MP1).** On or before July 1 of every year, beginning in 2004, an institution shall submit an update to its Facilities Development Plan (MP1) on file with the Board, as required by Texas Education Code, §61.0582. In every even-numbered year, the Board shall provide Facilities Development Plan data to the Bond Review Board for inclusion in the Capital Expenditure Report. This report may include capital renewal and deferred maintenance projects. The data may be used by the Board to respond to legislative requests, predictions of future space need, and similar analyses. **The report shall include projects that are planned or may be submitted to the Board within the next five years, regardless of funding source:**

(i) new construction projects \$1,000,000 or greater;

(ii) repair and rehabilitation projects \$1,000,000 or greater;

(iii) information resource projects that cumulatively would total \$1,000,000 or greater in one year;

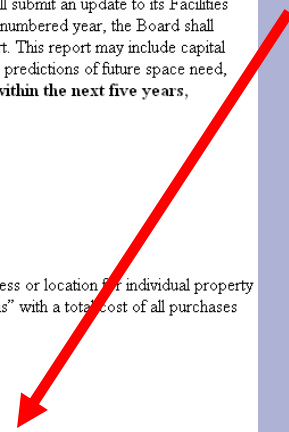
(iv) property purchases that cumulatively would total \$1,000,000 or greater in one year. (The actual property address or location for individual property acquisitions may be, but are not required to be, identified in a single proposed project entitled "property acquisitions" with a total cost of all purchases or acquisitions projected over the reporting period);

(v) the funding source for any planned project identified in paragraph (2)(A)(i)(ii)(iii) and (iv) of this section; and

(vi) a description of the proposals the institution plans to accomplish during the reporting period.

[I have read the Board Rule 17.101 regarding the MP1 definition and thresholds and I am ready to begin a new MP1](#)

- Confirm you have read and understand the rules.





ICPS Capital Expenditure Plan (MP1)

Submit Records – Enter Records

College for all Texans

TEXAS HIGHER EDUCATION COORDINATING BOARD

Resource Planning

Administrative Account :: Angelo State University (003)

BE SURE that you save your data by using the buttons at the bottom of the page. If you use one of the links below before saving the form, you could lose data.

Collapse All | Expand All

- Administration
 - Institution/ Agency Selection
 - System Controls
 - User Management
 - Project Applications for Quarter
- MP1 (Capital Expenditure Plan)
 - Start a new MP1
 - Upload MP1
 - View MP1 Records
 - Prioritize MP1
 - Summary Report-2007
 - Certify
- + MP2 (Def. Maint. Plan)
- + MP4 (Def. Maint. Expenditures)
- + Project Application
- + TRB Projects
- Tracking
- + Search
- + Facilities Inventory
- Logout

Add MP1 (Capital Expenditure Plan)

Project Information

Name: Priority:

Building Number:

Location:

Description: 2500 characters remaining until full

Type: (Select One)

Total Cost: \$

Start Date: January / 2003

End Date: January / 2018

Subject Area

CIP Code:

Cost Of

L&M Requirements: \$

Useful Life: Years

Complete the mandatory fields listed below that appear on the form:

- Name
- Building Number
- Location
- Description
- Type
 - Addition
 - New Construction
 - Major Repair and Renovations
 - Land Acquisition
 - Infrastructure
 - Information Resources
 - Leased Space
- Total Cost
- Start Date
- End Date
- Subject Area CIP code
- Cost of L&M Requirements
- Useful Life



ICPS Capital Expenditure Plan (MP1)

Submit Records – Enter Records

College for all Texans

Square Footage

[Gross Square Footage \(GSF\):](#)

[Net Assignable Square Footage \(NASF\):](#)

[Education and General Square Footage\(E&G\):](#)

[Acres in Land Acquisition:](#)

Project Details

[Legislative Authority:](#) 250 characters remaining until full
(250 character maximum)

[Potential Consequences of Postponing the Project:](#) 250 characters remaining until full
(250 character maximum)

[Revenue/Cost Savings:](#) 250 characters remaining until full
(250 character maximum)

[Other Financing Methods Considered:](#) 500 characters remaining until full
(500 character maximum)

- Enter information in the “Square Footage” Section and the “Project Details” Section.



ICPS Capital Expenditure Plan (MP1)

Submit Records – Enter Records

Financing/Lease Period

Start Date:
(mm/dd/yyyy)

End Date:
(mm/dd/yyyy)

Financing

Cash or Bonds	Type	Source	Expenditures					9/1/2013 and beyond	Action
			Through 8/31/2009	Through 8/31/2010	Through 8/31/2011	Through 8/31/2012	Through 8/31/2013		
No Financing Information for this MP									
Add Financing Information									

Debt Repayment Information

Repayment Source	Portion from General Revenue	Debt Obligation Payments (Pd)					9/1/2013 and beyond	Action
		Through 8/31/2009	Through 8/31/2010	Through 8/31/2011	Through 8/31/2012	Through 8/31/2013		
No Debt Repayment Information for this MP								
Add Debt Repayment Information								

Add Clear Changes Mark Data Entry Completed

- Enter the Financing and Debt Repayment Information by selecting the 'ADD FINANCING INFORMATION' button.



ICPS Capital Expenditure Plan (MP1)

Submit Records – Enter Records

TEXAS HIGHER EDUCATION COORDINATING BOARD

Resource Planning

Administrative Account :: Angelo State University (003541)

MP1 (Capital Expenditure Plan) - Financing Information

Enter the information below, then click on *Save and Return* to add this financing information. Click on *Save and Add More* to save this record and add additional financing information. To return without saving, click on *Cancel*.

Type of Financing	Type of Financing	Source of Funds
<input type="button" value="v"/>	(Select One) <input type="button" value="v"/>	(Select One) <input type="button" value="v"/>
	If "Other", please specify type:	If "Other", please specify type:
	<input type="text"/>	<input type="text"/>
	Explanation of "Other" Financing	Explanation of "Other" Financing
	<input type="text"/>	<input type="text"/>

Expenditures:

Through 8/31/2009	Through 8/31/2010	Through 8/31/2011	Through 8/31/2012	Through 8/31/2013 and Beyond	Total Calculated Financing
\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

- On the linked screen, enter in the TYPE OF FINANCING and SOURCE OF FUNDS using the drop down menu.
 - You must specify if 'OTHER' is selected. Enter in the expenditures.
 - If only one financing type is used, click on the 'SAVE AND RETURN TO MP1' button.
 - If you have more than one financing type, click on the 'SAVE AND ADD MORE' button and repeat for each financing type.
 - To cancel this function, select the 'CANCEL' button.



ICPS Capital Expenditure Plan (MP1)

Submit Records – Enter Records

(500 character maximum)

Financing/Lease Period
Start Date:
(mm/dd/yyyy)
End Date:
(mm/dd/yyyy)

Financing

Cash or Bonds	Type	Source	Expenditures					9/1/2013 and beyond	Action
			Through 8/31/2009	Through 8/31/2010	Through 8/31/2011	Through 8/31/2012	Through 8/31/2013		
No Financing Information for this MP									

Add Financing Information

Debt Repayment Information

Repayment Source	Portion from General Revenue	Debt Obligation Payments (P&I)					9/1/2013 and beyond	Action
		Through 8/31/2009	Through 8/31/2010	Through 8/31/2011	Through 8/31/2012	Through 8/31/2013		
No Debt Repayment Information for this MP								

Add Debt Repayment Information

Add Clear Changes Mark Data Entry Completed

- Back at the main record input screen, input the Debt Repayment Information by selecting the 'ADD DEBT REPAYMENT INFORMATION' button.



ICPS Capital Expenditure Plan (MP1)

Submit Records – Enter Records

TEXAS HIGHER EDUCATION COORDINATING BOARD
Resource Planning

Administrative Account :: Angelo State University (003541)

BE SURE that you save your data by using the buttons at the bottom of the page. If you use one of the links below before saving the form, you could lose data.

Collapse All | Expand All

- + Administration
- MP1 (Capital Expenditure Plan)
 - Start a new MP1
 - Upload MP1
 - View MP1 Records
 - Prioritize MP1
 - Summary Report-2007
 - Certify
- + MP2 (Def. Maint. Plan)
- + MP4 (Def. Maint. Expenditures)
- + Project Application
- + TRB Projects
- Tracking
- + Search
- + Facilities Inventory
- Logout

MP1 (Capital Expenditure Plan) - Debt Repayment Information

Enter the information below, then click on *Save and Return* to add this debt repayment information. Click on *Save and Add More* to save this record and add additional debt repayment information. To return without saving, click on *Cancel*.

Source of Funds: (Select One)

If "Other", please specify:

Explanation of "Other" Source of Funds:

Percent from General Revenue: %

Expenditures:

Through	Through	Through	Through	Through	9/1/2013 and Beyond
8/31/2009	8/31/2010	8/31/2011	8/31/2012	8/31/2013	
\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

- Input the 'SOURCE OF FUNDS'.
 - Please specify if 'OTHER' is selected.
 - Add the percent from General Revenue and Expenditures.
 - If only one source of funding type is used, click on the 'SAVE AND RETURN TO MP1' button.
 - If there is more than one source of funding type, click on the 'SAVE AND ADD MORE' button and repeat for each financing type.
 - To cancel this function, select the 'CANCEL' button.



ICPS Capital Expenditure Plan (MP1)

Submit Records – Enter Records

(500 character maximum)

Financing/Lease Period
Start Date:
(mm/dd/yyyy)
End Date:
(mm/dd/yyyy)

Financing

Cash or Bonds	Type	Source	Expenditures					9/1/2013 and beyond	Action
			Through 8/31/2009	Through 8/31/2010	Through 8/31/2011	Through 8/31/2012	Through 8/31/2013		
No Financing Information for this MP									

Add Financing Information

Debt Repayment Information

Repayment Source	Portion from General Revenue	Debt Obligation Payments (P&I)					9/1/2013 and beyond	Action
		Through 8/31/2009	Through 8/31/2010	Through 8/31/2011	Through 8/31/2012	Through 8/31/2013		
No Debt Repayment Information for this MP								

Add Debt Repayment Information

- Back at the main record screen, review the updated information and select the 'ADD' button to save the record.
- Select the "Mark Data Entry Completed" to return to the summary page.



ICPS Capital Expenditure Plan (MP1)

Submit Records – Upload Records

- In order to use the upload feature of ICPS, the data must be formatted for upload.
- Note: When preparing files:
 - Files must be in ASCII text
 - TAB delimited
 - Do NOT include field names in the first row
 - Any numerical data types must have a number. Enter a zero if zero or a blank is desired.
 - Data will be loaded for the current reporting year
- Interested in this option? Email jennifer.gonzales@thecb.state.tx.us for a template.



ICPS Capital Expenditure Plan (MP1) Prioritize Records

- *Note: These steps must be followed each time a change is made to ensure the priorities are updated.*
- Select and click the **PRIORITIZE MP1** link.



ICPS Capital Expenditure Plan (MP1)

Prioritize Records

TEXAS HIGHER EDUCATION COORDINATING BOARD
Resource Planning

Administrative Account :: Angelo State University (003541)

BE SURE that you save your data by using the buttons at the bottom of the page. If you use one of the links below before saving the form, you could lose data.

Collapse All | Expand All

- + Administration
- **MP1 (Capital Expenditure Plan)**
 - Start a new MP1
 - Upload MP1
 - View MP1 Records
 - Prioritize MP1
 - Summary Report-2007
 - Certify
- + MP2 (Def. Maint. Plan)
- + MP4 (Def. Maint. Expenditures)
- + Project Application
- + TRB Projects
- Tracking
- + Search
- + Facilities Inventory
- Logout

Prioritize MP1s

Arrange the projects from high priority (top) to the lowest priority (bottom). When finished, press *Update Priorities*.

0104 - Hardeman Student Service Center	
BL02 - 500 Bed Residence Hall - Housing 9	
0301 - Houston Harte University Center Snack Bar Renov.	<input type="button" value="Move Up ↑"/>
LA02 - Property Acquisitions	
- College of Nursing and Allied Health	
0625 - Massie Hall Connection	<input type="button" value="Move Down ↓"/>
0110 - Addition to the Center for Human Performance	
0109 - Porter Henderson Library IT Commons	
- Performing Arts Center	
- Fine Arts Living/Learning Center	
IND4 - Central Plaza Renovation	

- Prioritize the MP1 Records by selecting a record and clicking the MOVE UP or MOVE DOWN buttons.
- After arranging the projects from HIGHEST PRIORITY (top) to the LOWEST PRIORITY (bottom), select the UPDATE PRIORITIES button.



ICPS Capital Expenditure Plan (MP1)

Prioritize Records

TEXAS HIGHER EDUCATION COORDINATING BOARD
Resource Planning

Administrative Account :: Angelo State University (003541)

BE SURE that you save your data by using the buttons at the bottom of the page. If you use one of the links below before saving the form, you could lose data.

Collapse All | Expand All

- + Administration
- MP1 (Capital Expenditure Plan)
 - Start a new MP1
 - Upload MP1
 - View MP1 Records
 - Prioritize MP1
 - Summary Report-2007
 - Certify
- + MP2 (Def. Maint. Plan)
- + MP4 (Def. Maint. Expenditures)
- + Project Application
- + TRB Projects
- Tracking
- + Search
- + Facilities Inventory
- Logout

View MP1 Records
 Below are the MP1 records for this fiscal year. To sort the list, click on the column headings. To edit an entry, click on the project name.

<u>Building Number</u>	<u>Project Name</u>	<u>Priority</u>	<u>Project Cost</u>	<u>Data Entry Completed</u>
0104	Hardeman Student Service Center	1	\$12,000,000	X
BL03	500 Bed Residence Hall - Housing 9	2	\$38,000,000	X
0301	Houston Harte University Center Snack Bar Renov.	3	\$3,000,000	X
LA02	Property Acquisitions	4	\$12,000,000	X
	College of Nursing and Allied Health	5	\$45,000,000	X
0625	Massie Hall Connection	6	\$6,771,000	X
0110	Addition to the Center for Human Performance	7	\$7,000,000	X
0109	Porter Henderson Library IT Commons	8	\$4,380,000	X
	Performing Arts Center	9	\$50,000,000	X
	Fine Arts Living/Learning Center	10	\$15,000,000	X
IN04	Central Plaza Renovation	11	\$7,800,000	X

- The resulting screen will appear showing all the current fiscal year MP1 Records (prioritized).



ICPS Capital Expenditure Plan (MP1)

View A Summary

TEXAS HIGHER EDUCATION COORDINATING BOARD

Resource Planning

Administrative Account :: Angelo State University (003541)

BE SURE that you save your data by using the buttons at the bottom of the page. If you use one of the links below before saving the form, you could lose data.

Institution: Angelo State University
FICE: 003541

Please Select from the Menu Items on the Left

- Collapse All | Expand All
- + Administration
- **MP1 (Capital Expenditure Plan)**
 - Start a new MP1
 - Upload MP1
 - View MP1 Records
 - Prioritize MP1
 - Summary Report-2007
 - Certify
- + MP2 (Def. Maint. Plan)
- + MP4 (Def. Maint. Expenditures)
- + Project Application
- + TRB Projects
- Tracking
- + Search
- + Facilities Inventory
- Logout

- Select and click the SUMMARY REPORT link.



ICPS Capital Expenditure Plan (MP1)

View A Summary

03/19/08 Angelo State University (003541)

Capital Expenditure Plan (MP1) Summary Report (Fiscal Years 2008 - 2012) as Reported in FY 2007

Building Number	Project Name	Pri	GSF	EBG	Acres	CIP	LBM Req	Total Cost	Start Date	End Date
0104	Hardeman Student Service Center	1	24,892	13,762	0	130406	\$30,000	\$5,500,000	11/2008	12/2009
0301	Houston Marie University Center - Snack Bar	2	14,000	0	0	731000	\$0	\$5,354,850	9/2008	7/2010
BL03	500 Eed Residence Hall - Housing 9	3	200,000	5,000	0	733000	\$0	\$35,000,000	10/2009	7/2011
0109	Porter Henderson Library IT Commons	4	14,000	9,800	0	130100	\$50,000	\$4,380,600	3/2008	7/2009
IN05	Technology Infrastructure Upgrades	5	0	0	0	110400	\$0	\$2,860,000	9/2009	1/2011
0110	Addition to the Center for Human Performance	6	100,000	5,000	0	812300	\$100,000	\$28,600,000	9/2010	6/2012
0035	Hassie Hall Connection - Housing 8	7	21,700	0	0	733000	\$250,000	\$6,771,500	9/2009	7/2011
N/A	Athletic Field Renovations	8	0	0	0	720000	\$50,000	\$4,409,350	10/2009	6/2010
102	Administration Building Renovation	9	39,202	23,659	0	81600	\$0	\$4,770,000	11/2008	11/2010
	Main Entrance Construction	10	0	0	0	739999	\$10,000	\$1,040,000	9/2010	6/2011
IN03	Fire and Safety Upgrades	11	0	0	0	839200	\$0	\$1,450,000	9/2009	6/2011
	University Police and Clinic Facility	12	15,000	0	0	732000	\$0	\$3,540,000	9/2010	7/2012
IN04	Central Plaza Renovation	13	0	0	0	839100	\$0	\$7,800,000	9/2010	8/2011
	Housing 2	14	68,000	0	0	733000	\$0	\$18,271,200	6/2010	7/2011
LA01	Property Acquisitions	15	0	0	6	818500	\$0	\$5,000,000	3/2010	8/2015
	Housing 3	16	85,000	0	0	733000	\$0	\$17,790,500	5/2010	7/2012
BL02	Archives Warehouse	17	50,000	37,500	0	819900	\$0	\$4,000,000	9/2009	5/2011
	Housing 4	18	78,000	0	0	733000	\$0	\$16,250,000	3/2011	6/2013
0302	Food Service Expansion	19	31,000	0	0	731000	\$0	\$10,850,000	9/2010	6/2011
803	Central Thermal Plant Addition	20	0	0	0	141900	\$0	\$8,100,000	1/2012	1/2014
0103	Caivness Science Renovations	21	82,543	55,200	0	260100	\$350,000	\$19,810,320	5/2012	7/2013

Totals by Project Type

Project Type	Number of Projects	GSF	EBG	Acres	Total Cost
Addition	5	166,700	5,000	6	\$57,105,650
New Construction	6	496,000	41,500	0	\$91,951,700
Repair and Renovation	6	160,337	102,431	0	\$46,870,270
Land Acquisition	0	0	0	0	\$0
Infrastructure	3	0	0	0	\$10,570,000
Information Resources	1	0	0	0	\$2,860,000
Leased Space	0	0	0	0	\$0
Unspecified	0	0	0	0	\$0
Totals	21	823,037	149,931	6	\$209,157,620

Summary of Planned Expenditures by Year

Project Type	2008	2009	2010	2011	2012	Balance	Total Cost
Addition	\$0	\$1,884,650	\$9,771,000	\$33,450,000	\$12,000,000	\$0	\$57,105,650
New Construction	\$0	\$0	\$26,271,200	\$40,430,500	\$16,250,000	\$11,000,000	\$91,951,700
Repair and Renovation	\$0	\$12,850,600	\$4,409,350	\$7,800,000	\$0	\$19,310,320	\$46,870,270
Land Acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Infrastructure	\$0	\$0	\$430,000	\$2,040,000	\$4,100,000	\$4,000,000	\$10,570,000
Information Resources	\$0	\$0	\$1,860,000	\$1,000,000	\$0	\$0	\$2,860,000
Leased Space	\$0	\$0	\$0	\$0	\$0	\$0	\$0

- A PDF file will download similar to the one below containing a summary of the current year MP1 Records.



ICPS Capital Expenditure Plan (MP1) Certify Records

TEXAS HIGHER EDUCATION COORDINATING BOARD
Resource Planning

Administrative Account :: Angelo State University (003541)

Institution: Angelo State University
FICE: 003541

Please Select from the Menu Items on the Left

BE SURE that you save your data by using the buttons at the bottom of the page. If you use one of the links below before saving the form, you could lose data.

Collapse All | Expand All

- + Administration
- **MP1 (Capital Expenditure Plan)**
 - Start a new MP1
 - Upload MP1
 - View MP1 Records
 - Prioritize MP1
 - Summary Report 2007
 - Certify
- + MP2 (Def. Maint. Plan)
- + MP4 (Def. Maint. Expenditures)
- + Project Application
- + TRB Projects
- Tracking
- + Search
- + Facilities Inventory
- Logout

- To Certify the current year's MP1 Records, select the CERTIFY link.



ICPS Capital Expenditure Plan (MP1) Certify Records

- A screen similar to the one below will appear containing the certification for the current fiscal year MP1 Records.
- Fill in the Institution's Contact Name, Title, Phone Number, and E-mail Address and Select the CERTIFY button.

Campus Planning
The University of Texas Medical Branch at Galveston (104952)

Certify MP1

To certify your institution's Capital Expenditure Plan, fill out your contact information below then click on Certify. Then print the resulting PDF and have it signed by the president of your institution.

Institutional Contact Information

Name:

Title:

Phone Number:

E-mail:

Integrated Campus Planning System
Texas Higher Education Coordinating Board
The University of Texas Medical Branch at Galveston (104952)

Capital Expenditure Plan (MP1) Summary Report

Building Number	Project Name	Pri	GSF	EBG	Acres	CIP	LBM Req	Total Cost	Start Date	End Date
-----------------	--------------	-----	-----	-----	-------	-----	---------	------------	------------	----------



ICPS Capital Expenditure Plan (MP1)

Certify Records

- Print out the certification form and return the signed form to the Higher Education Coordinating Board.

Integrated Campus Planning System
Texas Higher Education Coordinating Board

The University of Texas Medical Branch at Galveston (104952)

Please print the following certification form and return it to the Texas Higher Education Board.

Master Plan Certification

I have reviewed the data listed below and I certify that the data reported below is complete and accurate.

Institutional Contact

Name: System Admin
Title:
Phone:
E-Mail:

Capital Expenditure Plan (MP1) Summary Report

Building Number	Project Name	Pri	GSF	EBG	Acres	CIP	LB&M Req	Total Cost	Start Date	End Date
041	Galveston National Laboratory	1	175,000	82,400	0	600244	\$16,709,000	\$167,090,000	12/2004	12/2008
	Research Facilities Expansion	2	236,979	118,489	0	000000	\$7,718,000	\$77,180,000	6/2003	8/2006
	University Plaza Development	3	0	0	0		\$2,736,000	\$27,360,000	9/2003	8/2006
	Jennie Sealy Replacement Hospital	4	600,000	0	0	000000	\$25,000,000	\$250,000,000	5/2007	2/2010
0	Student Housing	5	150,000	0	0	703000	\$1,878,000	\$18,780,000	7/2007	4/2008



ICPS Capital Expenditure Plan (MP1)

Troubleshooting Tips

- To save your data, select ADD or UPDATE buttons to save inputs.
- An error occurs after hitting ADD or UPDATE.
 - Make sure the totals add up and match in finance fields.
 - Make sure all fields are filled out.
- Do not include commas or punctuation in number fields.
- Priorities are not in order or contain zeros as a priority rank.
 - Click on PRIORITIZE MP1 and select UPDATE PRIORITIES.
- An error occurs after uploading a file.
- Recheck fields to ensure a match with the file specifications.
- Your changes are not saved.
- Make sure you select the ADD or UPDATE button to save changes.



ICPS Deferred Maintenance Plan (MP2)

Overview

Campus Deferred Maintenance Plans - MP2

Texas Education Code, Sec 61.0582, gives the THECB the task of collecting information on deferred maintenance needs from public institutions. The Campus Deferred Maintenance Plan (MP2), identifies current accumulated deferred maintenance (ADM) needs and lists projects planned to address accumulated deferred maintenance needs in the next five years. Any project that cost \$10,000 or more should be included. Capital renewal projects should not be included. The data is collected annually by **October 15th**.



ICPS Deferred Maintenance Plan (MP2)

MP2 Records

1. Submitting MP2 Records

- use the previous year's records and either update, move, or delete the records for the current fiscal year,
- start a new MP2 record, or
- upload MP2 records.

2. Prioritizing the current fiscal year MP2 records

3. Viewing a summary of the current fiscal year MP2 records

4. Certifying the MP2 records

5. Troubleshooting



ICPS Deferred Maintenance Plan (MP2) Submit Records

TEXAS HIGHER EDUCATION COORDINATING BOARD
Resource Planning

Administrative Account (999999)

BE SURE that you save your data by using the buttons at the bottom of the page. If you use one of the links below before saving the form, you could lose data.

Collapse All | Expand All

- + MP1 (Capital Expenditure Plan)
- + MP2 (Def. Maint. Plan)**
- + MP4 (Def. Maint. Expenditures)
- + Project Application
- + TRB Projects
- Tracking
- + Search
- + Facilities Inventory
- Logout

Institution: Administrative Account (999999)
FICE: 999999

Please Select from the Menu Items on the Left

- From the left menu frame, Click on “MP2 (Def. Maint. Plan)” to expand the menu item.

ICPS Deferred Maintenance Plan (MP2) Submit Records

TEXAS HIGHER EDUCATION COORDINATING BOARD

Resource Planning

Administrative Account (9999)

BE SURE that you save your data by using the buttons at the bottom of the page. If you use one of the links below before saving the form, you could lose data.

Collapse All | Expand All

- + MP1 (Capital Expenditure Plan)
- MP2 (Def. Maint. Plan)**
 - Start a new MP2
 - Upload MP2
 - View MP2 Records
 - Prioritize MP2
 - Summary Report-2009
 - Download 2009 MP2
- Records (14)
- Summary Report-2008
- Certify
- + MP4 (Def. Maint. Expenditures)

View MP2 Records

Below are the MP2 records for this fiscal year. To sort the list, click on the column headings. To edit an entry, click on the project name.

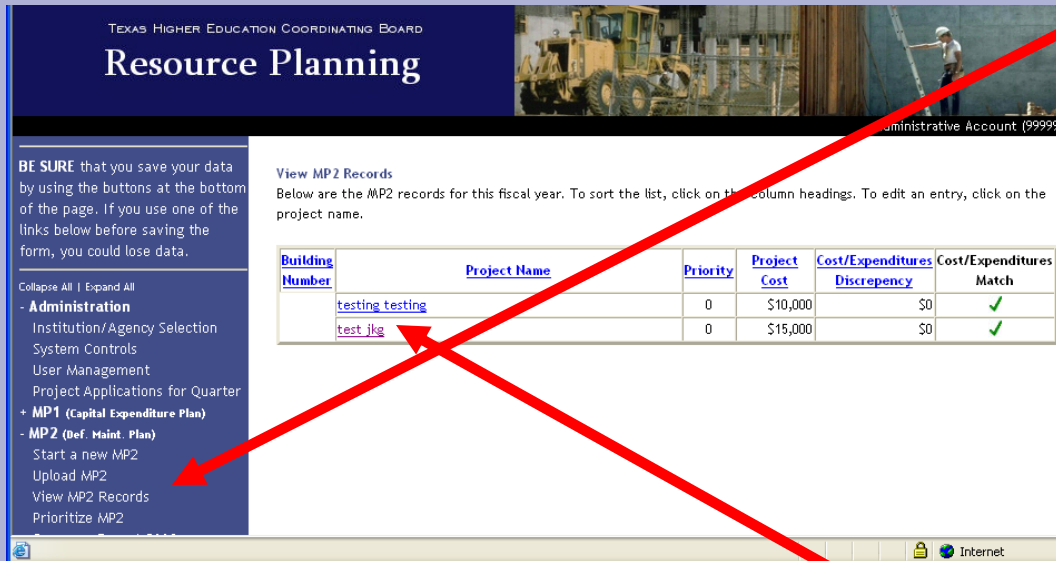
<u>Building Number</u>	<u>Project Name</u>	<u>Priority</u>	<u>Project Cost</u>	<u>Cost/Expenditures Discrepancy</u>	<u>Cost/Expenditures Match</u>
	testing testing	0	\$10,000	\$0	✓

Note the expanded menu that appears. The system allows three means of submitting MP2 records.

- Use last year's records to submit records for this fiscal year
- Start a new MP2 record
- Upload MP2 records

ICPS Deferred Maintenance Plan (MP2)

Submit Records – Edit Previous



TEXAS HIGHER EDUCATION COORDINATING BOARD
Resource Planning

Administrative Account (999999)

BE SURE that you save your data by using the buttons at the bottom of the page. If you use one of the links below before saving the form, you could lose data.

Collapse All | Expand All

- Administration
 - Institution/Agency Selection
 - System Controls
 - User Management
 - Project Applications for Quarter
- + MP1 (Capital Expenditure Plan)
- MP2 (Def. Maint. Plan)
 - Start a new MP2
 - Upload MP2
 - View MP2 Records
 - Prioritize MP2

View MP2 Records
Below are the MP2 records for this fiscal year. To sort the list, click on the column headings. To edit an entry, click on the project name.

Building Number	Project Name	Priority	Project Cost	Cost/Expenditures Discrepancy	Cost/Expenditures Match
	testing_testing	0	\$10,000	\$0	✓
	test_jkg	0	\$15,000	\$0	✓

- Select “View MP2 Records” to review the records transferred from the previous year.
- A copy of the previous year’s records are copied into the current year for your convenience.
- Update, delete, or move the record to the MP4 by first selecting the project’s name.



ICPS Deferred Maintenance Plan (MP2)

Submit Records – Edit Previous

BE SURE that you save your data by using the buttons at the bottom of the page. If you use one of the links below before saving the form, you could lose data.

- Collapse All | Expand All
- Administration
 - Institution/Agency Selection
 - System Controls
 - User Management
 - Project Applications for Quarter
- + MP1 (Capital Expenditure Plan)
- MP2 (Def. Maint. Plan)
 - Start a new MP2
 - Upload MP2
 - View MP2 Records
 - Prioritize MP2
 - Summary Report-2009
 - Download 2009 MP2 Records (43)
 - Summary Report-2008
 - Certify
- + MP4 (Def. Maint. Expenditures)
- + Project Application
- + TRB Projects
- Tracking
- + Search
- + Facilities Inventory
- Logout

Edit MP2 (Deferred Maintenance)

Fill in the information below and click on the *Update* button at the bottom of the form to continue. Definitions of each field available by clicking on the field name.

Project Information

Name:

Building Number:

Description:

Type:

Critical:

Maintenance Expenses

Architectural: \$

HVAC: \$

Plumbing/Electrical: \$

Safety: \$

L&M Requirement: \$

Other: \$

Total Cost:(required) \$ 15,000

Deferred Maintenance Plan

2009: \$

2010: \$

2011: \$

2012: \$

2013: \$

Total: \$ 15,000

*The amount reported in the total cost over the maintenance expenses section will be used for the deferred maintenance ratio calculation.

- To update, the record, make changes as needed and click the "Update" box. If you decide not to save the changes, use the "Clear Changes" box.
- To move the record to the MP4, first change the data if applicable and then click on "Move to MP4."
- Use the "Delete" box to remove the record if desired.



ICPS Deferred Maintenance Plan (MP2)

Submit Records - Enter Records

BE SURE that you save your data by using the buttons at the bottom of the page. If you use one of the links below before saving the form, you could lose data.

- Collapse All | Expand All
- Administration
 - Institution/Agency Selection
 - System Controls
 - User Management
 - Project Applications for Quarter
- + MP1 (Capital Expenditure Plan)
- MP2 (Def. Maint. Plan)
 - Start a new MP2
 - Upload MP2
 - View MP2 Records
 - Prioritize MP2
 - Summary Report-2009
 - Download 2009 MP2 Records (45)
 - Summary Report-2008
 - Certify
- + MP4 (Def. Maint. Expenditures)
- + Project Application
- + TRB Projects
- Tracking
- + Search
- + Facilities Inventory
- Logout

Add MP2 (Deferred Maintenance)

Fill in the information below and click on the *Add* button at the bottom of the form to continue. Definitions of each field are available by clicking on the field name.

Project Information

Name:

Building Number:

Description:

Type: (select One)

Critical: (Select One)

Maintenance Expenses

Architectural: \$

HVAC: \$

Plumbing/Electrical: \$

Safety: \$

L&M Requirement: \$

Other: \$

Total Cost*(required) \$ 0

Deferred Maintenance Plan

2009: \$

2010: \$

2011: \$

2012: \$

2013: \$

Total: \$ 0

*The amount reported in the total cost under the maintenance expenses section will be used for the total maintenance ratio calculation.

- To start a new MP2, clicking on “Start a New MP2” and you will be directed to the following screen.
- Enter data into all fields. Do not include commas or punctuation when entering in number fields.
- The Maintenance Expenses and Deferred Maintenance Plan sections TOTAL COSTS must match.
- To add the record, click the “Add” box when you are complete.



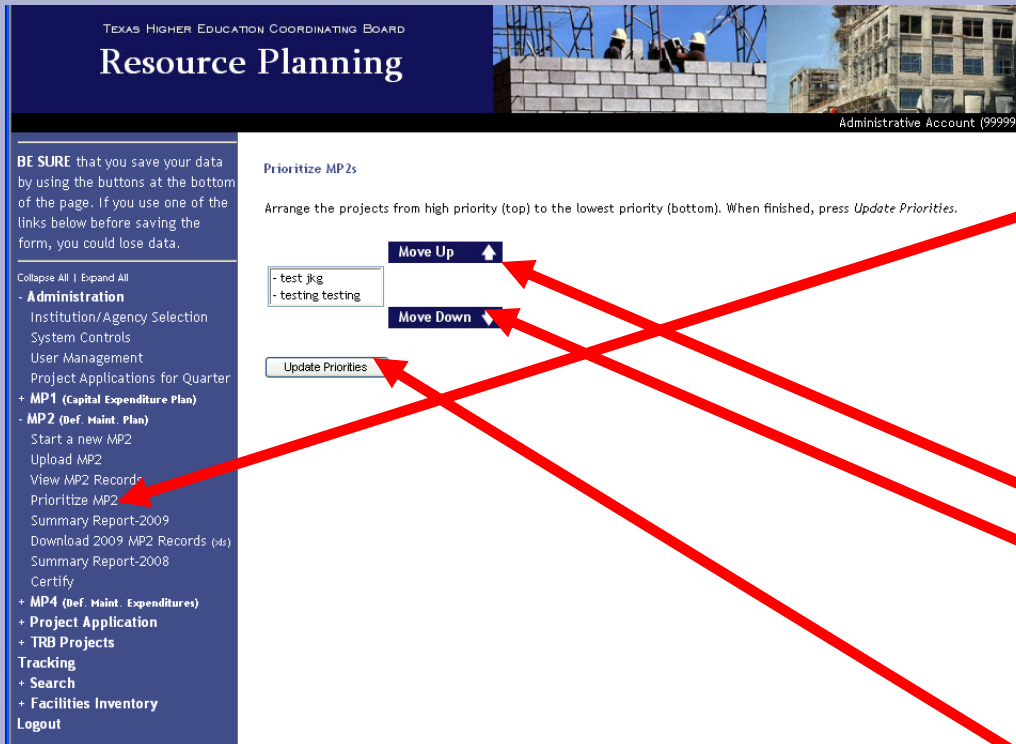
ICPS Deferred Maintenance Plan (MP2)

Submit Records – Upload Records

- In order to use the upload feature of ICPS, the data must be formatted for upload.
- Note: When preparing files:
 - Files must be in ASCII text
 - TAB delimited
 - Do NOT include field names in the first row
 - Any numerical data types must have a number. Enter a zero if zero or a blank is desired.
 - Data will be loaded for the current reporting year
- Interested in this option? Email jennifer.gonzales@thecb.state.tx.us for a template.

ICPS Deferred Maintenance Plan (MP2)

Prioritize Records



TEXAS HIGHER EDUCATION COORDINATING BOARD

Resource Planning

Administrative Account (999999)

BE SURE that you save your data by using the buttons at the bottom of the page. If you use one of the links below before saving the form, you could lose data.

Collapse All | Expand All

- Administration
 - Institution/Agency Selection
 - System Controls
 - User Management
 - Project Applications for Quarter
- + MP1 (Capital Expenditure Plan)
- MP2 (Def. Maint. Plan)
 - Start a new MP2
 - Upload MP2
 - View MP2 Records
 - Prioritize MP2
 - Summary Report-2009
 - Download 2009 MP2 Records (4)
 - Summary Report-2008
 - Certify
- + MP4 (Def. Maint. Expenditures)
- + Project Application
- + TRB Projects
- Tracking
 - + Search
 - + Facilities Inventory
- Logout

Prioritize MP2s

Arrange the projects from high priority (top) to the lowest priority (bottom). When finished, press *Update Priorities*.

↑
 ↓

- Once all records have been entered, click on “Prioritize MP2” and you will be brought to the following screen.
- Order the records by clicking on a project and then use the “MOVE UP” and “MOVE DOWN” buttons.
- Once complete, click on “Update Priorities” box.



ICPS Deferred Maintenance Plan (MP2)

View MP2 Summary

TEXAS HIGHER EDUCATION COORDINATING BOARD

Resource Planning

Administrative Account (999999)

MP Priorities Updated

View MP2 Records
Below are the MP2 records for this fiscal year. To sort the list, click on the column headings. To edit an entry, click on the project name.

Building Number	Project Name	Priority	Project Cost	Cost/Expenditures Discrepancy	Cost/Expenditures Match
	test jkg	1	\$15,000	\$0	✓
	testing testing	2	\$10,000	\$0	✓

collapse All | Expand All

- Administration
 - Institution/Agency Selection
 - System Controls
 - User Management
 - Project Applications for Quarter
- MP1 (Capital Expenditure Plan)
- MP2 (Def. Maint. Plan)
 - Start a new MP2
 - Upload MP2
 - View MP2 Records
 - Prioritize MP2
 - Summary Report-2009
 - Download 2009 MP2 Records (xls)
 - Summary Report-2008
 - Certify
- MP4 (Def. Maint. Expenditures)
- Project Application
- TRB Projects
- Tracking
- Search
- Facilities Inventory
- Logout

- The resulting screen will appear showing all the current MP2 Records (prioritized).
- From here, you can view a summary of the projects by clicking on "Summary Report-XXXX" (current fiscal year).



ICPS Deferred Maintenance Plan (MP2)

View MP2 Summary

address https://www1.thecb.state.tx.us/Apps/ICPS/SummaryReport_MP2.cfm

1 / 1 73% Sign Find

Integrated Campus Planning System
Texas Higher Education Coordinating Board

12/29/08 Assessment of Deferred Maintenance and Demolition Needs (MP2) Summary Report for Fiscal Years 2009-2013 as reported in FY 2009

Project Name	Type	Building Number	Building Name	Condition	Pri	Critical?	Arch	HVAC	PBE	Safety	LBM	Other	Total Cost
test jlg	Deferred Maintenance	0000			1	Non-Critical	\$0	\$0	\$0	\$0	\$15,000	\$0	\$15,000
testing testing	Deferred Maintenance	0000			2	Critical	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
Totals (2 Projects)							\$10,000	\$0	\$0	\$0	\$15,000	\$0	\$25,000

Totals by Project Type

Critical Type	Deferred Maintenance		Demolition		Totals	
	Number of Projects	Total Cost	Number of Projects	Total Cost	Number of Projects	Total Cost
Critical	1	\$10,000	0	\$0	1	\$10,000
Critical-Auxiliary	0	\$0	0	\$0	0	\$0
Non-Critical	1	\$15,000	0	\$0	1	\$15,000
Totals	2	\$25,000	0	\$0	2	\$25,000

Deferred Maintenance 5 Year Plan

Fiscal Year	Number of Projects	Totals
2009	1	\$10,000
2010	1	\$15,000
2011	0	\$0
2012	0	\$0
2013	0	\$0

- A PDF file will download containing a summary of the current year MP2 Records.
- You can print the report from here if needed.
- Use the "Back" button to return to the menu of drop down choices.



ICPS Deferred Maintenance Plan (MP2) Certify Records

College for all Texans

BE SURE that you save your data by using the buttons at the bottom of the page. If you use one of the links below before saving the form, you could lose data.

Collapse All | Expand All

- + MP1 (Capital Expenditure Plan)
- MP2 (Def. Maint. Plan)
 - Start a new MP2
 - Upload MP2
 - View MP2 Records
 - Prioritize MP2
 - Summary Report-2009
 - Download 2009 MP2 Records (.xls)
 - Summary Report-2008
 - Certify
- + MP4 (Def. Maint. Expenditures)
- + Project Application
- + TRB Projects
- Tracking
- + Search
- + Facilities Inventory
- Logout

Administrative Account (999999)

Certify MP2

To certify your institution's Deferred Maintenance Plan, fill out your contact information below then click on **Certify**. Then print the resulting PDF and have it signed by the president of your institution.

Institutional Contact Information

Name:

Title:

Phone Number:

E-mail:

Integrated Campus Planning System

Texas Higher Education Coordinating Board

Fiscal Year 2009 Administrative Account (999999)

Assesment of Deferred Maintenance and Demolition Needs (MP2) Summary Report

Building Number	Project Name	Type	Pri	Critical?	Arch	HVAC	P&E	Safety	L&M	Other	Total Cost
test jkg	Deferred Maintenance		1	Non-Critical	\$0	\$0	\$0	\$0	\$15,000	\$0	\$15,000
testing testing	Deferred Maintenance		2	Critical	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
Totals (2 Projects)					\$10,000	\$0	\$0	\$0	\$15,000	\$0	\$25,000

Totals by Project Type

Critical Type	Deferred Maintenance		Demolition		Totals	
	Number of Projects	Total Cost	Number of Projects	Total Cost	Number of Projects	Total Cost
Critical	1	\$10,000	0	\$0	1	\$10,000
Critical-Auxiliary	0	\$0	0	\$0	0	\$0
Non-Critical	1	\$15,000	0	\$0	1	\$15,000
Totals	2	\$25,000	0	\$0	2	\$25,000

- To Certify the records, select the "Certify" link and a screen similar to the one here will appear.
- Fill in the Institutional Contact's Name, Title, Phone Number, and E-mail Address and Select the "Certify" button.



ICPS Deferred Maintenance Plan (MP2) Certify Records

College for all Texans

Integrated Campus Planning System
Texas Higher Education Coordinating Board

Administrative Account (999999)

12/29/08

Please print the following certification form and return it to the Texas Higher Education Board.
Master Plan Certification
I have reviewed the data listed below and I certify that the data reported below is complete and accurate.

Institutional Contact

Name: One Trainer
Title: Trainer
Phone:
E-Mail:

Assessment of Deferred Maintenance and Demolition Needs (MP2) Summary Report for Fiscal Years 2009-2013 as reported in FY 2009

Project Name	Type	Building Number	Building Name	Condition	Prs	Critical?	Arch	HVAC	P&E	Safety	L&M	Other	Total Cost
test jlg	Deferred Maintenance	0000			1	Non-Critical	\$0	\$0	\$0	\$0	\$15,000	\$0	\$15,000
testing testing	Deferred Maintenance	0000			2	Critical	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
Totals (2 Projects)							\$10,000	\$0	\$0	\$0	\$15,000	\$0	\$25,000

Totals by Project Type

Critical Type	Deferred Maintenance		Demolition		Totals	
	Number of Projects	Total Cost	Number of Projects	Total Cost	Number of Projects	Total Cost
Critical	1	\$10,000	0	\$0	1	\$10,000
Critical-Auxiliary	0	\$0	0	\$0	0	\$0
Non-Critical	1	\$15,000	0	\$0	1	\$15,000
Totals	2	\$25,000	0	\$0	2	\$25,000

Deferred Maintenance 5 Year Plan

Fiscal Year	Number of Projects	Totals
2009	1	\$10,000
2010	1	\$15,000
2011	0	\$0
2012	0	\$0
2013	0	\$0

Print out the PDF certification form, sign it, and the send it in to the THECB.



ICPS Deferred Maintenance Plan (MP2)

Troubleshooting Tips

- To save your data, select ADD or UPDATE buttons to save inputs.
- An error occurs after hitting ADD or UPDATE.
 - Make sure the totals add up and match in finance fields.
 - Make sure all fields are filled out.
- Do not include commas or punctuation in number fields.
- Priorities are not in order or contain zeros as a priority rank.
 - Click on PRIORITIZE MP1 and select UPDATE PRIORITIES.
- An error occurs after uploading a file.
- Recheck fields to ensure a match with the file specifications.
- Your changes are not saved.
- Make sure you select the ADD or UPDATE button to save changes.



ICPS Deferred Maintenance Report (MP4)

College for all Texans



Texas Higher Education
Coordinating Board

ICPS Deferred Maintenance Report (MP4) Overview

THECB collects actual expenditure data related to deferred maintenance in response section 61.0582 of the Texas Education Code.

The MP4 Report is due to the Board by **October 15th** each year.

- **Submit MP4 Records**
 - use the previous year's records and either update, move, or delete the records for the current fiscal year,
 - start a new MP4 record, or
 - upload MP4 records.
- **View a summary of the current fiscal year MP4 records**
- **Certify the MP4 records**



ICPS Deferred Maintenance Plan (MP4) Submit Records

BE SURE that you save your data by using the buttons at the bottom of the page. If you use one of the links below before saving the form, you could lose data.

Collapse All | Expand All

- + Administration
- + MP1 (Capital Expenditure Plan)
- + MP2 (Def. Maint. Plan)
- **MP4 (Def. Maint. Expenditures)**
 - Start a new MP4
 - Upload MP4
 - View MP4 Records
 - Summary Report-2009
 - Download 2009 MP4
- Records (x4)
 - Certify
- + Project Application
- + TRB Projects
- Tracking
 - + Search
- + Facilities Inventory
- Logout

View MP4 Records
Below are the MP4 records for this fiscal year. To sort the list, click on the column headings. To edit an entry, click on the project name.

Building Number	Project Name	Project Cost
0008	Physical Plant Roof Replacement	\$100,158

Select the "MP4 (Def Maint. Expenditures" option to expand the sub menu.

To submit a record, choose to:

- Edit a copy of last year's records, Select "View MP4 Records"
- Start a new MP4 record, Select "Start a new MP4" and a record
- Upload MP4 records, Select "Upload MP4"



ICPS Deferred Maintenance Plan (MP4)

Submit Records

Project Information

Name:

Building Number:

Description:

Type:

Critical:

Maintenance Expenses

Architectural: \$

HVAC: \$

Plumbing/Electrical: \$

Safety: \$

L&M Requirement: \$

Other: \$

Total Cost:*(required) \$ 10,000

- Complete or update the Name and description fields
- Associate the Building number with the expenditure.
- Use the drop down menus to categorize the record deferred or demolition, critical or non-critical.
- Populate or update the cost fields
- Select the "add" or "Update" button to save the record.
- Select the "Delete" button to remove a record.



ICPS Deferred Maintenance Plan (MP4)

Submit Records – Upload Records

- In order to use the upload feature of ICPS, the data must be formatted for upload.
- Note: When preparing files:
 - Files must be in ASCII text
 - TAB delimited
 - Do NOT include field names in the first row
 - Any numerical data types must have a number. Enter a zero if zero or a blank is desired.
 - Data will be loaded for the current reporting year
- Interested in this option? Email jennifer.gonzales@thecb.state.tx.us for a template.



ICPS Deferred Maintenance Plan (MP4)

View MP4 Summary

- View summary of the projects by selecting "Summary Report-XXXX" (current fiscal year).

BE SURE that you save your data by using the buttons at the bottom of the page. If you use one of the links below before saving the form, you could lose data.

Collapse All | Expand All

+ **Administration**

+ **MP1 (Capital Expenditure Plan)**

+ **MP2 (Def. Maint. Plan)**

- **MP4 (Def. Maint. Expenditures)**

Start a new MP4

Upload MP4

View MP4 Records

Summary Report-2009

Download 2009 MP4

Records (x5)

Certify

Institution: **Administrative Account**

FICE: **999999**

Please Select from the Menu Items on the Left



ICPS Deferred Maintenance Plan (MP4)

View MP4 Summary

- A PDF file will download containing a summary of the current year MP4 Records.
- Use the "Back" button to return to the main menu.

Integrated Campus Planning System													
Texas Higher Education Coordinating Board											Administrative Account (999999)		
12/30/08													
Deferred Maintenance Expenditures (MP4) Summary Report for FY 2008 as reported in FY 2009													
Project Name	Type	Building Number	Building Name	Condition	Pri	Critical?	Arch	HVAC	P&E	Safety	L&M	Other	Total Cost
test 1	Deferred Maintenance	0000			0	Critical-Auxiliary	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
testing testing	Deferred Maintenance	0000			0	Critical	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
Totals (2 Projects)							\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000
Totals by Project Type													
Critical Type	Deferred Maintenance			Demolition		Totals							
	Number of Projects	Total Cost		Number of Projects	Total Cost	Number of Projects	Total Cost						
Critical	1	\$10,000		0	\$0	1	\$10,000						
Critical-Auxiliary	1	\$10,000		0	\$0	1	\$10,000						
Non-Critical	0	\$0		0	\$0	0	\$0						
Totals	2	\$20,000		0	\$0	2	\$20,000						



ICPS Deferred Maintenance Plan (MP4) Certify Records

BE SURE that you save your data by using the buttons at the bottom of the page. If you use one of the links below before saving the form, you could lose data.

Collapse All | Expand All

- + Administration
- + MP1 (Capital Expenditure Plan)
- + MP2 (Def. Maint. Plan)
- + MP4 (Def. Maint. Expenditures)
 - Start a new MP4
 - Upload MP4
 - View MP4 Records
 - Summary Report-2008
 - Download 2008 MP4 Records (42)
 - Certify
- + Project Application
- + TRB Projects Tracking
- + Search
- + Facilities Inventory
- Logout

Certify MP4

To certify your institution's Deferred Maintenance Expenditures Plan, fill out your contact information below then click on *Certify*. Then print the resulting PDF and have it signed by the president of your institution.

Institutional Contact Information

Name:

Title:

Phone Number:

E-mail:

Integrated Campus Planning System
Texas Higher Education Coordinating Board

Administrative Account (999999)

Deferred Maintenance Expenditures (MP4) Summary Report for FY 2008 as reported in 2009

Project Name	Type	Building Number	Building Name	Condition	Pri	Critical?	Arch	HVAC	P&E	Safety	L&M	Other	Total Cost
test 1	Deferred Maintenance	0000				0 Critical-Auxiliary	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
testing testing	Deferred Maintenance	0000				0 Critical	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
Totals (2 Projects)							\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000

Totals by Project Type

Critical Type	Deferred Maintenance		Demolition		Totals	
	Number of Projects	Total Cost	Number of Projects	Total Cost	Number of Projects	Total Cost
Critical	1	\$10,000	0	\$0	1	\$10,000
Critical-Auxiliary	1	\$10,000	0	\$0	1	\$10,000
Non-Critical	0	\$0	0	\$0	0	\$0
Totals	2	\$20,000	0	\$0	2	\$20,000

- To Certify the records, select the "Certify" option.
- Fill in the Institutional Contact's Name, Title, Phone Number, and E-mail Address and Select the "Certify" button.



ICPS Deferred Maintenance Plan (MP4) Certify Records

Send the signed PDF certification form to the THECB by October 15th.

Integrated Campus Planning System

Texas Higher Education Coordinating Board

12/30/08 Administrative Account (999999)

Please print the following certification form and return it to the Texas Higher Education Board.

Master Plan Certification

I have reviewed the data listed below and I certify that the data reported below is complete and accurate.

Institutional Contact

Name: Paul Turcotte
 Title: Program Director-Resource Planning
 Phone:
 E-Mail:

Deferred Maintenance Expenditures (MP4) Summary Report for FY 2008 as reported in FY 2009

Project Name	Type	Building Number	Building Name	Condition	Pri	Critical?	Arch	HVAC	P&E	Safety	L&M	Other	Total Cost
test 1	Deferred Maintenance	0000			0	Critical-Auxiliary	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
testing testing	Deferred Maintenance	0000			0	Critical	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
Totals (2 Projects)							\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000

Totals by Project Type

Critical Type	Deferred Maintenance		Demolition		Totals	
	Number of Projects	Total Cost	Number of Projects	Total Cost	Number of Projects	Total Cost
Critical	1	\$10,000	0	\$0	1	\$10,000
Critical-Auxiliary	1	\$10,000	0	\$0	1	\$10,000
Non-Critical	0	\$0	0	\$0	0	\$0
Totals	2	\$20,000	0	\$0	2	\$20,000

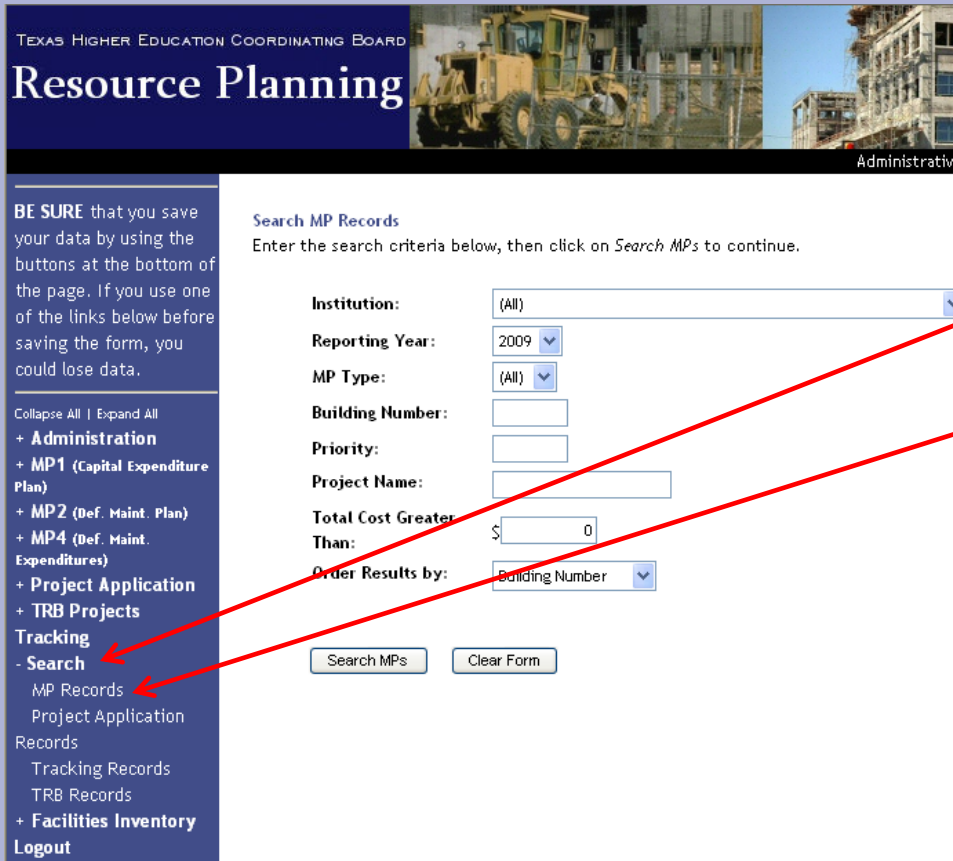
College for all Texans



ICPS Search Function

College for all Texans

ICPS Search Function



The screenshot shows the 'Resource Planning' section of the Texas Higher Education Coordinating Board website. On the left is a navigation menu with options like Administration, MP1, MP2, MP4, Project Application, TRB Projects, Tracking, Search, MP Records, Project Application Records, Tracking Records, TRB Records, Facilities Inventory, and Logout. The main content area is titled 'Search MP Records' and includes instructions: 'Enter the search criteria below, then click on Search MPs to continue.' The search form contains fields for Institution (dropdown), Reporting Year (2009), MP Type (dropdown), Building Number (text), Priority (text), Project Name (text), Total Cost Greater Than (text with 0), and Order Results by (dropdown). At the bottom are 'Search MPs' and 'Clear Form' buttons. Red arrows point from the 'Search' and 'MP Records' menu items to the 'Search MPs' button.

The ICPS Search Function allows users to search MP Records, Project Applications Tracking Records (Not Currently in Use), and TRB Records.

- Select the "Search" option from the menu
- Select "MP Records"

Users are presented with a series of choices to search by. Alter the drop down and text fields and select the "Search MP's" button.



ICPS Facilities Inventory Search

TEXAS HIGHER EDUCATION COORDINATING BOARD
Resource Planning

Administrative Account (99

BE SURE that you save your data by using the buttons at the bottom of the page. If you use one of the links below before saving the form, you could lose data.

Institution: **Administrative Account**
FICE: 999999

Please Select from the Menu Items on the Left

Collapse All | Expand All

- + Administration
- + MP1 (Capital Expenditure Plan)
- + MP2 (Def. Maint. Plan)
- + MP4 (Def. Maint. Expenditures)
- + Project Application
- + TRB Projects Tracking
- + Search
- **Facilities Inventory**
 - Buildings (New Window)
 - Rooms (New Window)
- Logout

Users can search the Facilities Inventory Building and Room records from the Facilities Inventory option.

Select the “Facilities Inventory” option to expand.

Choose the “Buildings” or “Rooms” options.



ICPS Facilities Inventory Search

Buildings

TEXAS HIGHER EDUCATION COORDINATING BOARD
Campus Planning

Search Facilities Inventory - Buildings
Enter search criteria below, then click on *Search Facilities Inventory* to view the results.

Reporting Year: 2008

Institution: Abilene Christian University

Building Name:

Type: (All)

Location: (All)

Ownership: (All)

Condition: (All)

Total Cost Greater Than: \$

Perimeter Greater Than:

GSF Greater Than:

NASF Greater Than:

E&G Greater Than:

Order Results by: Building Number then by Building Number

Results Output: Screen

Users are presented with a series of choices to search by. Alter the drop down and text fields and select the "Search Facilities Inventory" button.



ICPS Facilities Inventory Search

Rooms

TEXAS HIGHER EDUCATION COORDINATING BOARD
Campus Planning

Search Facilities Inventory - Rooms
Enter search criteria below, then click on *Search Facilities Inventory* to view the results.

Reporting Year: 2008

Institution: Abilene Christian University

Type: (All)

CIP Code starting with:

Usage code:

Capacity Greater Than: 0

NASF Greater Than: 0

E&G Greater Than: 0

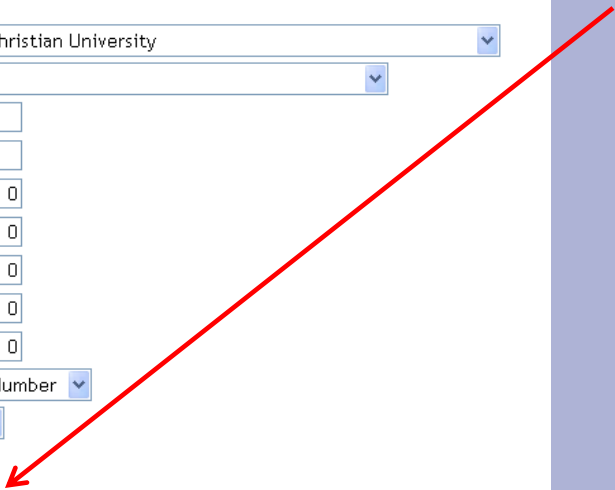
Length Greater Than: 0

Width Greater Than: 0

Order Results by: Building Number

Results Output: Screen

Users are presented with a series of choices to search by. Alter the drop down and text fields and select the "Search Facilities Inventory" button.





ICPS Administration Options

Depending on the user's access level, the users will have the rights to perform certain administrative functions.

Select the "Administration" Option to expand the menu.

TEXAS HIGHER EDUCATION COORDINATING BOARD
Resource Planning

Administrative Account (999999)

BE SURE that you save your data by using the buttons at the bottom of the page. If you use one of the links below before saving the form, you could lose data.

Institution: **Administrative Account**
FICE: 999999

Please Select from the Menu Items on the Left

Collapse All | Expand All

- **Administration**
- Institution/ Agency Selection
- System Controls
- User Management
- Project Applications for Quarter
- + MP1 (Capital Expenditure Plan)
- + MP2 (Def. Maint. Plan)
- + MP4 (Def. Maint. Expenditures)
- + Project Application
- + TRB Projects Tracking
- + Search
- + Facilities Inventory
- Logout



ICPS Administration Options

Institution Agency Selection

Administrative Account (999999)

Select an Institution to view their data or make changes.

Institution/Agency: Please Select an Institution/State Agency to Begin

Please Select an Institution/State Agency to Begin

INSTITUTIONS

- Administrative Account (999999)
- Angelo State University (003541)
- Baylor College of Dentistry (004948)
- Lamar Institute of Technology (036273)
- Lamar State College-Orange (023582)
- Lamar State College-Port Arthur (023485)
- Lamar University (003581)
- Midwestern State University (003592)
- Prairie View A&M University (003630)
- Sam Houston State University (003606)
- Stephen F. Austin State University (003624)
- Sul Ross State University (003625)
- Sul Ross State University Rio Grande College (000020)
- Tarleton State University (003631)
- Texas A&M International University (009651)
- Texas A&M University (003632)
- Texas A&M University at Galveston (010298)
- Texas A&M University System (003629)
- Texas A&M University System Health Science Center (000089)
- Texas A&M University-Commerce (003565)
- Texas A&M University-Corpus Christi (011161)
- Texas A&M University-Kingsville (003639)
- Texas A&M University-Texarkana (029269)

Select the "Institution/Agency Selection" Option on the menu.

Select an institution from the drop down menu and select go.

This sets the application to a specific institution or agency. It is important to ensure the correct institution appears in the upper right-hand corner of the screen.



ICPS Administration Options

User Management

Users with the "Manage Users" access granted can select the "User Management" Option on the menu.

BE SURE that you save your data by using the buttons at the bottom of the page. If you use one of the links below before saving the form, you could lose data.

- Collapse All | Expand All
- Administration
 - Institution/Agency Selection
 - System Controls
 - User Management
 - Project Applications for Quarter
 - + MP1 (Capital Expenditure Plan)
 - + MP2 (Def. Maint. Plan)
 - + MP4 (Def. Maint. Expenditures)
 - + Project Application
 - + TRB Projects
 - Tracking
 - + Search
 - + Facilities Inventory
 - Logout

User Management

To edit a user account, click on the person's name. To create a new user then click on *Add New User*.

System	Institution	Name	Activity	Grant	Deny
		Giesbers			
		Latsha, R			
	Administrative Account	Auditor, J			
	Administrative Account	Brown, S			
	Administrative Account	Brown, S			
	Administrative Account	Crisp, Te			
	Administrative Account	Gonzales			
	Administrative Account	Hartman			
	Administrative Account	Johnstone			
	Administrative Account	Jones, J			
	Administrative Account	Keaton, T			
	Administrative Account	Krishock			
	Administrative Account	Loehlin, J			
	Administrative Account	Perez, Debbie	Senior Program Director- Planning and Accountability		
	Administrative Account	Platin, Heidi	Webgoddess		
	Administrative Account	Test, Heidi	tester		
	Administrative Account	Tester, BRB	BRB		
	Administrative Account	Tester, LBB	LBB		
	Administrative Account	Trainer, Eight	Trainer		
	Administrative Account	Trainer, Eleven	Trainer		
	Administrative Account	Trainer, Fifteen	Trainer		
	Administrative Account	Trainer, Five	Trainer		
	Administrative Account	Trainer, Four	Trainer		
	Administrative Account	Trainer, Fourteen	Trainer		
	Administrative Account	Trainer, Nine	Trainer		
	Administrative Account	Trainer, One	Trainer		

Add a New User
To add a user to the ICPS, fill in the information below, then click on *Add User*. **All information is required.**

Account Information

Institution:

First Name:

Last Name:

Title:

Username:

Password:

Account Permissions

Activity	Grant	Deny
Manage Users	<input type="radio"/>	<input checked="" type="radio"/>
Edit MPs	<input type="radio"/>	<input checked="" type="radio"/>
Edit Project Applications	<input type="radio"/>	<input checked="" type="radio"/>
Edit TRB Applications	<input type="radio"/>	<input checked="" type="radio"/>
Edit Tracking Info	<input type="radio"/>	<input checked="" type="radio"/>
Certify MPs	<input type="radio"/>	<input checked="" type="radio"/>
Send Project Applications	<input type="radio"/>	<input checked="" type="radio"/>
Send Tracking Info	<input type="radio"/>	<input checked="" type="radio"/>

Complete the form at the bottom of the webpage or select an existing user to edit.



Integrated Campus Planning System (ICPS) Tracking

In accordance with THECB Rule 17.101 (3), institutions must report on the status of approved projects until the project is complete and placed in the Facilities Inventory. The report includes actual cost for the total project, building cost, gross square feet, net assignable square feet, education and general net assignable square feet, and source of funding.

The report is due annually, after the Facilities Inventory has been certified (Nov 1). Timely reporting is important as the information is used for multiple purposes, including the Space Model, the Higher Education Assistance Fund (HEAF) Model, and the construction cost standard.

This function in ICPS is currently under construction.



Integrated Campus Planning System (ICPS)

To view all Coordinating Board rules currently in effect, go to:
www.thecb.state.tx.us/Rules/tac2.cfm?Chapter_ID=17

For up-to-date THECB Finance and Facilities information, such as reports, deadlines, and procedures, visit:
<http://www.thecb.state.tx.us/PA/FinanceAndResourcePlanning/>

For questions or problems with ICPS,
call Jennifer Gonzales at (512) 427-6125.