

## Use and Finance Bi-Annual Reporting Form

**Reporting Period:** July 2018 through December 2018

**University/College:** Grand Rapids Community College

**Number of Projects to Report:** 2

**Estimated Impact on Tuition and Fee Rates:<sup>1</sup>** None

	Project Description	Project Timeline	Project Costs		Funding Sources	
1.	Mable Engle – Mable Engle is an historic structure that is more than a century old. GRCC acquired the property in 2009 with the purchase of the Davenport Campus. The building is currently vacant and will be renovated to house student life activities, Student Employment Services and the Center for Equity and Inclusion. This is a major renovation in a historical district that will include both internal and external renovations including MEP systems, elevator, life safety, accessibility and technology enhancements.	Start Date: August, 2018  Completion: April 2020	Property Acquisition	\$ _____	Tuition	\$ _____
			Remodeling	\$ <u>2,500,000</u>	Millage	\$ _____
			Additions	\$ _____	Bond Proceeds	\$ _____
			Landscaping/Roads & Parking	\$ _____	Donations	\$ _____
			Equipment	\$ _____	Federal	\$ _____
			Other (specify)	\$ _____	Other (specify)	<u>\$2,500,000</u>
			Total:	\$ <u>2,500,000</u>	Plant fund allocation	
					Total:	<u>\$2,500,000</u>
2.	Lettinga House – Lettinga is a historical residence that is currently vacant and will be renovated to house the Grand Rapids	Start Date: August, 2018	Property Acquisition	\$ _____	Tuition	\$ _____
			Remodeling	\$ <u>1,500,000</u>	Millage	\$ _____
			Additions	\$ _____	Bond Proceeds	\$ _____

<sup>1</sup> This amount shall be calculated by dividing the amount of tuition revenue that is annually budgeted for the institution's share of a project's cost by the most recent fiscal year equated student count for the institution.

	Project Description	Project Timeline	Project Costs		Funding Sources	
	Community College Foundation. This is a major renovation in a historical district that will include both internal and external renovations including MEP systems, life safety, elevator, kitchen and technology enhancements.	Completion: January, 2020	Landscaping/Roads	\$ _____	Donations	\$ <u>1,500,000</u>
			Equipment	\$ _____	Federal	\$ _____
			Other (specify)	\$ _____	Other (specify)	\$ _____
			Total:	\$ <u>1,500,000</u>	Plant fund allocation	
					Other (specify)	\$ _____
					Total:	\$ <u>1,500,000</u>

Instructions:

1. Projects shall be reported on this standard form and submitted to the Joint Capital Outlay Subcommittee, the fiscal agencies, and the State Budget Office ***on or before June 30 and December 31 of each year***. Submission to the above parties shall be accomplished by posting the reports on the institution's website under the "Budget and Performance Transparency Reporting" section. If an institution has no projects to report for a six-month period, enter "None" next to "Number of Projects to Report" located on the top of the form.
2. Reports shall include all contracts entered into for new construction of ***self-funded projects costing in excess of \$1,000,000.00***. Projects funded by State capital outlay appropriations are not to be included in these reports. Once submitted, a project does not have to be listed in any subsequent report, unless a change in project cost has occurred. In such case, the subsequent use and finance report shall clearly state that the project cost has changed, listing the dollar amount of the change, and including reasons for the cost change.
3. New construction includes land or property acquisition, remodeling and additions, maintenance projects, roads, landscaping, equipment, telecommunications, utilities, and parking lots and structures.
4. Project Description should include a basic overview of the project including the purpose and justification for the project.
5. Reports shall detail by amount the funding sources that are supporting a project (e.g. tuition, fees, bond funds, millage, donations, etc.).
6. ***Penalties:*** Statutory language in the appropriation act for Universities and Community Colleges provides that institutions shall comply with the current use and finance requirements of the Joint Capital Outlay Subcommittee and provides for a 1.0% reduction in State appropriations for each violation.

Statutory References

Management and Budget Act, 1984 PA 431, Section 238, MCL 18.1238

State School Aid Act, 1979 PA 94, Section 208, MCL 388.1808

State School Aid Act, 1979 PA 94, Section 275a, MCL 388.1875a