

FY2025 CAPITAL IMPROVEMENT PROGRAM FY2024 SYSTEM FUNDED CONSTRUCTION PROGRAM SCHEDULE and SUBMISSIONS

ACTIVITIES	JAN	FEB	MAR	APR	MAY	JUNE
INSTITUTIONS UPDATE CBIS PASSWORD	Call Service Desk: 1-410-697-9700					
INSTITUTIONS SUBMIT PART II PROGRAMS to OCP (for FY2025 Planning Request) *	1					
INSTITUTIONS SUBMIT FINAL EQUIPMENT LISTS (for FY2025 Construction Requests)			1			
INSTITUTIONS SUBMIT BOARD BOOK MATERIAL <small>(10-yr. CIP & 5-yr. SFCP excel spreadsheets; Briefing Papers & Private Use Forms for CIP and SFCP 5-Yr. Plans; FY2024-2028 SFCP Debt Affordability Forms; F.R. Project List for FY2025 and beyond (SEE INSTRUCTIONS))</small>			24			
INSTITUTIONS SUBMIT IMPACT ON OPERATING BUDGET FORMS FOR FY2025 CIP **				1		
INSTITUTIONS SUBMIT PART I JUSTIFICATION PROGRAMS to OCP (FY2026, FY2027, FY2028, FY2029)**					21**	
INSTITUTIONS SUBMIT ADA ACCESS MARYLAND FORMS/ REQUEST TO OCP and the STATE (OID): Defer to State schedule						1 (Est.)
DRAFT CIP/SFCP TO PRESIDENTS & ADMIN VPS						1
INSTITUTIONS SUBMIT LETTERS OF RESPONSE AND PROJECT MAPS RELATED TO DRAFT CIP/SFCP						5
Iterative feedback and discussion with institutions						8-26
INSTITUTIONS SUBMIT CAPITAL IMPROVEMENT PROGRAM on CBIS. The following should also be forwarded electronically to USM: <i>-Basic scope and cost information on asking year, FY2025, FR projects</i> <i>-Environmental Assessment Forms and Project Consistency Reports,</i> <i>as needed, for all projects in the 5-Yr. Plan</i> <i>-Cash Flow Projections as requested by DBM</i> <i>-Project Funding Status Report (aka Unencumbered Balances)</i> <i>-Plan Maryland Planning Areas and Overlays</i> <i>-FR Project Status and Encumbrances</i>						30
OCP SUBMITS BUDGET TO THE FINANCE COMMITTEE of the Board of Regents						7
OCP SUBMITS BUDGET TO THE BOARD OF REGENTS						16
OCP SUBMITS BUDGET TO THE STATE on CBIS (Cut off at OCP for accepting FINAL EDITS from institutions is June 16)						30
	JUL	AUG	SEPT	OCT	NOV	DEC
DBM BUDGET HEARING	To Be Scheduled (typically July)					
BUDGET REFINEMENT/ADJUSTMENT (DBM & USM)			Ongoing			
<small>* Due March 1 to DBM; ** June 30 to DBM –ALL DATES MAY BE AMENDED BY STATE BUDGET INSTRUCTIONS</small>						