October 1, 2014

Vice Chancellor-Planning and Budget

Delegation of Authority – Amendments to the Capital Improvement Program and Transfers of Funds

In a letter, dated March 1, 2013 (DA 2574), the President conferred upon each Chancellor certain authority related to the construction of capital projects. Effective as of the date above, I hereby re-delegate to the Vice Chancellor of Planning and Budget (VC-PB), within the respective areas of responsibility, the authority to approve amendments to the Capital Improvement Program (CIP) and transfer of funds for non-State funded minor capital improvement projects with total project costs not to exceed $750,000.

A. Amendments to the Capital Improvement Program
   The authority to approve amendments to the Capital Improvement Program is for non-State funded minor capital projects (total project cost not to exceed $750,000). This authority excludes the following:

   1. Any “substantial program modification” (to be determined in consultation with Office of the President) in physical characteristics or intended use of a project previously approved by The Regents or Office of the President, including any internal re-delegations;
   2. Any project funded fully or in part by State funds;
   3. Any project which was denied funding by the State for reasons other than the unavailability of funding; or
   4. Projects involving Chancellorial residences or offices. Such projects are subject to the approval requirements established in Regents’ Policy 7708, University-Provided Housing.

Any project with the potential for significant environmental impact is subject to the California Environmental Quality Act (CEQA). Therefore, there is no guarantee that projects added to the CIP list will necessarily proceed to construction. The decision to proceed occurs at the design approval stage and must be accompanied by appropriate environmental impact information.

Exercise of this authority shall be in accordance with guidelines established by The Regents and the President, as they may be amended from time to time. These shall include, but are not limited to the following reporting and accountability requirements: (a) the Major Capital Projects Implementation Report, reporting adherence to plans and aggregated performance on specific metrics of Regental and Presidential interest; and (b) an audit, monitoring the factual validity of information reported throughout the process, along with Regental and Presidential policy compliance.

B. Transfer of Funds for Capital Improvement Projects
   The authority to transfer funds to capital improvement projects is for non-State funded minor capital projects (total project cost not to exceed $750,000) and must be in accordance with Section 100.4(o) of the Standing Orders of The Regents, Duties of the President, which states:
1. That no such transfer or allocation shall result in the establishment of a new policy, program or project involving a continuing commitment; and
2. That no transfer shall be made from a reserve fund for a purpose other than that for which the reserve fund was established.

This delegation supersedes all previous delegations on the subject. Any re-delegation of this authority must be in writing.

Kim A. Wilcox
Chancellor

Cc: Campus Delegation of Authority Coordinator