

University of Wisconsin-Madison Space and Remodeling Policies Committee

Fund 150 Remodeling Allocation Policy

In 1993 the Space and Remodeling Policies Committee (SRPC) adopted a system dividing the Fund 150 remodeling allocation into two categories, each with a sum certain amount. The primary emphasis of this funding exercise is for projects which have a direct relationship to present or potential federally supported research, buildings which had federal construction grants, or buildings or operations which provide significant support to federally supported research.

Of the Fund 150 allocation for remodeling needs, $\frac{2}{3}$ is for direct program needs (Category 1) and $\frac{1}{3}$ is for all campus contingency projects (Category 2). This funding allocation will be included as a standing item on the December SRPC agenda to review and update this policy and determine or confirm the general percentage splits between categories. In fiscal year 1998-99, \$300,000 was allocated for this exercise. The funding of specific program-related remodeling projects (Category 1) for the current fiscal year will normally be acted on by the SRPC at its December meeting. A final report will normally be made to the SRPC at its meeting in December on the use of the prior year's annual allocation and will include a short descriptive title of each project and the project cost.

Category 1: Program Needs

The process to allocate categories 1A and 1B Fund 150 remodeling funds described below in sections A and B was from effective July 1, 2004 according to Space and Remodeling Policies Committee actions at the March 11, 2004 and December 16, 2008 meetings. The funds will be allocated to a fume hood maintenance program as described below:

The SRPC has reallocated the remodeling funds from Fund 150 category 1A (\$140,000 per year) and category 1B (\$60,000 per year) to partially fund a comprehensive fume hood reconditioning and preventive maintenance program for the UW-Madison campus.

The \$200,000 annual contribution of SRPC to this proposed program will be matched with \$100,000 of funds from the Physical Plant Department's internal maintenance funds.

In addition, the Physical Plant will work aggressively to secure additional funds from the division of State Facilities (DSF), energy conservation funds, and campus departments using fume hoods.

Physical Plant has taken over management of fume hoods that are rehabilitated under this program. Air handling systems and pressurization in rooms that house fume hoods will be an added focus of the program beginning in 2009-10.

Physical Plant will report to the SRPC on the fume hood program spending and progress each December. At the December meeting, the committee will discuss the progress and future of the program and will review the commitment of the Fund 150 allocations for future years.

A. Research Needs determined by Schools & Colleges

An allocation (planning amount of \$140,000 in 1998-99) is made available to fund projects for the five principal generators of overhead funds (Medical School, Letters and Science, CALS, Engineering and Graduate School). The amounts for each unit are sum certain appropriations based on the ratio of the amount the unit generates to the total. FP&M will request that accounts be set up for each unit and will transfer budget authority to those accounts in July of each fiscal year. Units will write requisitions against these accounts. Projects will be chosen by the respective deans and directors and reported to the SRPC once each year in December. Each dean will be asked, in making the report, to attest to the applicability of the project(s) for indirect cost funding.

B. Other research related projects

This allocation (\$60,000 planning amount in 1998-99) is available to fund research and research support projects in units which generate relatively less overhead, to provide “seed” money to assist new program efforts, and to provide for other priority research project needs. Schools/colleges/divisions may submit up to two (2) requests for Fund 150 remodeling each year by preparing project descriptions and justifications. Information on this funding exercise will be sent to deans and directors in January of each year, with a firm submittal deadline of November 1. A reminder memo will be sent to deans and directors in mid-September each year. A subcommittee of the SRPC and staff from FP&M will be appointed to consider the proposals for category 1B for both Funds 101 and 150 and to make recommendations to the SRPC on how these funds should be allocated. A school/college/division may not receive a total allocation of more than \$15,000 from each funding exercise each year. Funding decisions will normally be made by the SRPC in December and units will be notified of the results of the funding exercise by mid-January.

Category 2: All-Campus Contingency Categories

The following criteria are used to define projects eligible for funding under the All-Campus Contingency Categories. They are similar to those used by State Division of Facilities Development in administering their “All- Agency” funds. Thus, University funds are to be used for projects costing up to approximately \$5,000 and projects costing more than \$5,000 will normally be submitted for State funding. Use of these funds is limited to projects which have a direct relationship to buildings or operations which provide significant support to federally supported research. Allocation of funding for individual projects meeting these criteria are made by FP&M staff, with after-the-fact annual reporting to SRPC. Any individual project, any series

of related projects campus-wide, or any total commitment of all projects to a single building during the fiscal year, exceeding fifteen percent of the contingency allocation for that fiscal year shall be brought to the SRPC for consideration in advance of exceeding this limit. Also, any project involving exceptions to these general guidelines or having significant policy implications shall be brought to SRPC for consideration in advance of implementation.

A. Health, Safety and Environmental Protection

These projects are used to upgrade systems or provide corrective work necessary to bring facilities into compliance with current health and safety codes and environmental regulations. Examples include fire code and detection systems, asbestos abatement, toxic fume ventilation, hazardous material handling, and research animal facilities improvements.

B. ADA Compliance

These projects include access ramps, wheelchair lifts, automatic door openers, restroom accommodations, elevator control panel modifications and modification of work areas to accommodate students and staff with disabilities.

C. Under \$2,500

These funds are available to do simple, fast-track type projects which do not require elaborate drawings or complicated construction or other types of project for which funding is not available.

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Revised by SRPC, March 11, 2004

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