

**MONTANA UNIVERSITY SYSTEM  
NEW BUILDING/NEW SPACE REQUESTS  
for  
FACILITIES AUTHORIZED BY THE LEGISLATURE  
2011 BIENNIUM**

**This form is intended to be used by MUS units to make the following requests:**

- ☒ Request to the legislature for LRBP cash funds to construct new building/space
- ☒ Request to the legislature for LRBP general obligation bonds
- ☒ Request to the legislature for authority only to construct new building/space with non-state funds
- ☒ Request to the legislature for O&M funding (for new or existing building/space)

**Note:** Some of the above processes may require that additional forms be submitted

DATE:  
CAMPUS:  
LOCATION:  
PREPARER:

***Provide the required information for each "New Building/New Space" request or O & M funding request to be made to the legislature. Submit the completed form to the Commissioner of Higher Education for review and approval.***

1. Name of Building *(be consistent: use the same name for all requests and same as may have been used in prior request)*

[illegible]

- 1b. Description of the new building/space project.

2. Has this construction been authorized?

- ☐ a) Yes. Attach a copy of the LRBP bill authorizing construction or other form of authorization.
- ☐ b) No. Attach a copy of the LRBP agency request for this project.

3. Is the agency requesting O&M costs that will need to be supported by the State?

**Explain**

4. If this construction was authorized in a prior process what was the O&M agreement in the original approval?

	Explain or attach documentation.
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5. How will proposed building be used? Estimate % of use by category and describe activities in each category.

a. Academic Uses	
i. Instruction	
ii. Instruction Related -- <b>Definition:</b> Those activities and functions that support the instruction program, such as libraries, student services, academic support, institutional support, native american student centers)	
iii. Sponsored Research	
iv. Public Service programs/functions	
b. Non-academic Uses	
<b>Functional Use Total (must total 100%)</b>	<b>0%</b>

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6. How are/were the construction costs being funded:

- a. State General Obligation bonds (LRBP bonds)?
- b. State LRBP Cash Program
- c. Research/IDC funding
- d. Private Donations
- e. Student Tuition/Fees
- f. Other-Specify

\$

**Total Construction Costs**

**Comments:**

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7. Building Information and O&M Requirements

a. When did construction begin, or when is it expected to begin? (month/year)

Current status:

New	Renovated

b. What is the projected occupancy date? (month/year)

c. What is the total square footage of the new building/new space?

d. What is the projected annual O&M cost per square foot, based upon FY 2010 dollars?

What portion of this per square foot rate is for personal services?

What portion of this per square foot rate is for utilities and other operating costs?

e. Total annual O&M costs for this new building/space project?

f. Other revenue (other than state funding) available to fund these annual O&M costs?

List the specific revenue sources or why no other sources are available:

g. Total State funding request for O&M in FY 2010 dollars (include all previously approved amounts).

h. Total State funding requested for O&M costs for the 2011 biennium.

Sign off Sheet: Please sign, date, phone number and leave any comments:

Approve Disapprove

	Office of the Commissioner of Higher Education:	Date		
	Office of Budget & Program Planning:	Date:		
	Governor's Office Policy Representative:	Date:		