



# TEXAS HIGHER EDUCATION COORDINATING BOARD

P.O. Box 12788 Austin, Texas 78711

## MEMORANDUM

April 9, 2020

Stuart W. Stedman  
CHAIR

Fred Farias III, O.D.  
VICE CHAIR

Ricky A. Raven  
SECRETARY OF THE BOARD

Lauren C. McKenzie  
STUDENT REPRESENTATIVE

S. Javaid Anwar  
R. Sam Torn  
Ricky A. Raven  
Donna N. Williams  
Welcome W. Wilson, Jr.

Harrison Keller  
COMMISSIONER  
OF HIGHER EDUCATION

512/427-6101  
Fax 512/427-6127

Web site:  
<http://www.thecb.state.tx.us>

**TO:** Presidents and Chancellors of Texas Public Universities,  
Lamar State Colleges, Texas State Technical Colleges, and Health-  
Related Institutions  
Executive Directors of Texas State Agencies

**FROM:** Harrison Keller, Commissioner of Higher Education *HK*  
Robert B. Latsha II, Executive Director, Bond Review Board *RL*

**SUBJECT:** Capital Expenditure Plan (MP1) Report for FY 2021-FY 2025

The Capital Expenditure Plan (MP1) on-line reporting system will open on April 27, 2020, for higher education institutions and state agencies to submit capital expenditure (MP1) data to the Bond Review Board and the Texas Higher Education Coordinating Board. The certified reports from institutional officials and state agency executive directors must be received by the Coordinating Board Funding and Resource Planning division no later than **Monday, July 6, 2020**.

Per Article IX, Sec. 11.03 of the General Appropriations Act for the 2020-21 biennium, state agencies and institutions are required to report this information. The dates for the report will be September 1, 2020, through August 31, 2025, (FY 2021 – FY 2025). The report will be submitted electronically through the Integrated Campus Planning System (ICPS).

The Capital Expenditure Report must include those capital renewal, property acquisition, repair and renovation, or information resource projects that are planned in the next five years, regardless of funding source. The following thresholds will apply to state agencies as well as higher education institutions and include:

- (i) any proposed new construction greater than \$1 million
- (ii) any repair and rehabilitation greater than \$1 million
- (iii) information resource projects that cumulatively would total \$1 million or greater in one year
- (iv) property purchases that cumulatively would total \$1 million or greater in one year

The report is not limited to those projects that would be funded with bonded financing, but also includes those expected to be funded with cash, gifts, grants, or other sources. The information submitted will be used by the Bond Review Board to produce and submit the Capital Expenditure Plan to the Governor's Office of Budget and Policy and the Legislative Budget Board by September 1, 2020. The Coordinating Board will use the information provided by higher education institutions to create a Capital Expenditure (MP1) Report which is routinely used to

inform the legislature, stakeholders, and Coordinating Board, as to the institutions' capital needs.

The ICPS reporting application can be accessed via the Coordinating Board's website located at: <https://www1.thecb.state.tx.us/apps/ICPS/Login.cfm>.

Given the current measures in place to slow the spread of COVID-19, there are no in-person training sessions planned, however, a comprehensive online training is available at: <http://reportcenter.thecb.state.tx.us/icps-capital-expenditure-plan-training>

Access to the system requires an agency code or FICE code and password. State agencies with questions on reporting or needing agency passwords should contact the Bond Review Board at (512) 463-1741 or [capital@brb.texas.gov](mailto:capital@brb.texas.gov).

If any technical problems are encountered while using the system, please contact Jennifer Gonzales at [jennifer.gonzales@thecb.state.tx.us](mailto:jennifer.gonzales@thecb.state.tx.us) or (512) 427-6235 for assistance.

c: Jerry E. McGinty II, Director, Legislative Budget Board  
Sarah Hicks, Director of Policy and Budget, Office of the Governor  
Chief Financial Officers of Texas Public Universities, Lamar State Colleges, Texas  
State Technical Colleges, and Health-Related Institutions  
Liaisons, Universities and CTC's  
Rissa McGuire, Executive Director, CPUPC  
Lori Fey, Deputy Commissioner for Data Analytics and Innovation, THECB  
Emily Cormier, Assistant Commissioner of Funding, THECB

SPF/jg