May 5, 2014

2014 Facilities Matching Fund Program Selection Committee
Liang Liu, College of Engineering, Civil & Environmental Engineering, Chair
Helen Coleman, Facilities & Services Planning
Melanie Loots, Office of the Vice Chancellor for Research
Ben McCall, Institute for Sustainability, Energy, & Environment
Nancy O’Brien, Senate of Urbana-Champaign Campus
Matthew Tomaszewski, Office of the Provost (Capital Planning)
Chuck Tucker, Office of the Provost (Undergraduate Education Initiatives)

Dear Colleagues:

Thank you for agreeing to serve as a member of the 2014 Facilities Matching Funds Program Selection Committee. Dr. Liang Liu has agreed to serve as chair of this committee. The committee is established to review, select, and award proposals submitted by colleges and campus-level units in response to the Provost’s Request for Proposals for the 2014 Facilities Matching Funds Program. Per the Provost’s announcement (attached), the program seeks to support colleges and campus-level units with priority facilities projects that align with our guiding principles and help fulfill our goals as defined in the 2013-2016 Strategic Plan. The goal is for the campus to assist units achieve substantial improvements to existing facilities that address the areas of instruction, research, energy, and building infrastructure.

The campus has already embarked on a classroom improvement effort: The Instructional Space Improvement Initiative. The initiative began in FY2012 to address 125 general assignment classrooms at a value of $70 million. Due to great needs, this initiative has expanded with completion anticipated in FY2018. At that point 178 classrooms will have been addressed at a value of $82.5 million. The new Facilities Matching Funds Program is a complementary effort, addressing the college and campus-level unit spaces that support undergraduate students and research.

Selection of projects to be awarded will be based on the following criteria:

- Quality and viability of proposed project
- Alignment with campus Strategic Plan’s guiding principles and goals
- Potential positive impact on the student experience on campus
- Potential impact on deferred maintenance needs
- Sources of applicable funds
Qualifying projects will generally range from $500,000 to $5 million for total project costs, however, projects outside of this range may be considered. The total dollars contributed by the campus to this program will be up to $40 million dollars. A similar match is anticipated by the colleges and campus units for a total program fund of up to $80 million.

Below are the expected responsibilities for members of the committee:

- Attend scheduled meetings.
- Review proposals for the overall impact on campus needs.
- Select projects to be advanced to Facilities and Services Planning Division.
- Determine appropriate level of funding and the proportional level of contribution from the units.
- Submit a final list of selected projects and source of funds to the Provost for approval.

I appreciate your willingness to participate in this very important process. Please contact me if you have any questions.

Sincerely,

Ilesanmi Adesida
Vice Chancellor for Academic Affairs and Provost

Attachment

c: Michael Andrechak
Barb Wilson
Dear Colleagues

I am pleased to announce that the Office of the Provost is now inviting proposals for the Facilities Matching funds program.

During our January retreat, I briefly introduced the concept for this program as an opportunity to address high priority facilities needs that best align with our campus mission and goals and indicated that more details would be coming soon. The attached Request for Proposals provides this information and includes specific requirements for your consideration. Please share this RFP with your units, as you deem appropriate. Generally, the proposals should be no more than two to three pages in length. You are encouraged to involve multiple sources of funding, including college, department, and individual faculty funds. Projects should achieve substantial improvements to existing facilities that address the areas of instruction, research, energy, and building infrastructure. While not limited to instructional facilities, the proposals should specifically discuss the impact of the project on the student experience on campus.

Proposals must be submitted through the college and include college endorsement of the project. The proposals should be submitted electronically to provostbudget@illinois.edu and should include “Matching Funds Program” as the subject line. Questions regarding this program can be addressed to Matthew Tomaszewski, Associate Provost for Capital Planning at the same address.

Ilesanmi Adesida
Vice Chancellor for Academic Affairs and Provost
Overview:

The Office of the Provost invites proposals for the 2014 Facilities Matching Funds Program for space and facilities projects. The program seeks to support colleges and campus-level units with facilities projects that align with our guiding principles and help fulfill our goals as defined in the 2013-2016 Strategic Plan. The goal is for the campus to assist units achieve substantial improvements to existing facilities that address the areas of instruction, research, energy, and building infrastructure.

By leveraging our available resources, campus has an opportunity to advance priority projects through a collaborative funding effort with colleges/campus-level units. The intent is to move projects quickly through the process, using funding that has been sequestered this fiscal year.

The amount of funding and proportion of total project cost awarded for individual projects will vary, depending on the priority of the project with respect to campus goals, the identified positive effect on student experience, magnitude of reduction in deferred maintenance, and the sources of applicable funds.

Qualifying projects under the Facilities Matching Funds Program will generally range from $500,000 to $5 million for total project costs. Projects outside of this range may be considered if they significantly address the student experience and deferred maintenance conditions in a facility.

Proposal Content:

Units are encouraged to identify high priority facilities projects that explicitly support their missions as identified in their strategic plan. The proposal must clearly identify how the project aligns with the campus’s guiding principles and goals, the impact the project will have in support of the unit’s missions, the anticipated timeline for completion, the proposed budget indicating total project cost, and the sources of funds the unit will provide for the project. **Priority consideration will be given to projects having a direct, positive impact on the student experience on campus and those addressing deferred maintenance needs.**

Units should submit a proposal for each distinct project. The proposal should clearly identify the goals and objectives for each project submitted. If there are opportunities for collaborations across units, a single proposal may be submitted with statements of support from each participating unit. Total proposal length should generally be limited to two to three pages.
Complete proposals must include:

- A narrative that clearly describes the goals, objectives, and significance of the project
- Specific guiding principles and goals from the campus Strategic Plan that will be supported by the project
- Specific goals and initiatives from the unit's strategic plan that will be supported by the project
- Specific timeline for completion of the project
- Proposed budget of total project costs
- Sources of unit funds that will support the project
- Unit contact information for the project

Proposal Reviews:

Review of complete proposals will begin on March 28, 2014. Notification of selection for the Facilities Matching Funds Program will be on a rolling basis, with a final deadline for submittal of proposals on May 16, 2014.

Selection Criteria:

- Quality and viability of proposed project
- Alignment with campus Strategic Plan’s guiding principles and goals
- Potential positive impact on the student experience on campus
- Potential impact on deferred maintenance needs
- Sources of applicable funds

Deadlines:

- Review of proposals begins on March 28, 2014
- Proposals must be received no later than May 16, 2014
- Projects receiving funding will occur on a rolling basis.

Proposals should be submitted electronically to:

provostbudget@illinois.edu

If you have questions about this program, please direct them to Matthew Tomaszewski at provostbudget@illinois.edu. Please be sure to use “Matching Funds Program” as your subject line.