TO: Deans, Vice Presidents, Vice Provosts, Department Heads, and Directors

FROM: Timothy D. Sands, Executive Vice President for Academic Affairs and Provost
      Al V. Diaz, Executive Vice President for Business and Finance, Treasurer

DATE: June 1, 2012

SUBJECT: Repair and Rehabilitation Matching Funds Program

We are pleased to announce a third round of the FY12 campus-wide Repair and Rehabilitation (R&R) Matching Funds program for the West Lafayette campus. The matching funds program is designed to partner the Treasurer and Provost Offices with the Colleges and Schools to fund key department facility improvements. This program will be funded from departmental funds and central matching funds. Because funds from the first two rounds were not fully utilized, an amount of $2,000,000 in central R&R funds remains available. Please note that hardship cases with a zero to fifty percent match will continue to be considered (see guidelines for additional information).

The Repair and Rehabilitation Matching Funds Program – 2012 guidelines (attached) should provide the information needed to submit an application.

For more information: Contact Keith Moore at kem@purdue.edu or go to http://www.purdue.edu/architect/campus_planning/rr.htm

Attachment

cc:
Option 1
Ken Sandel, Director of Physical and Capital Planning
Connie Lapinskas, Assistant Provost for Financial Affairs
Robert McMains, Vice President for Physical Facilities
Keith Moore, R&R Manager
Keith Murray, Director of SMAS
Luci Keazer, R&R Laboratory Component Champion
Richard Buckius, Vice President for Research
Beverly Davenport Sypher, Vice Provost for Faculty Affairs

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REPAIR AND REHABILITATION (R&R) MATCHING FUNDS PROGRAM - 2012

The following outline describes the basic guidelines for the R&R Matching Funds Program.

**Funding:**
- FY12-13: $2,000,000 available for projects

**Funding Guidelines:** For a project to be considered for the R&R Matching Funds Program, the following minimum guidelines must be met:
- The project is for repair or rehabilitation of facilities that have been classified as "academic" or "administrative" by SMAS.
- The project will be located on the West Lafayette Campus.
- The scope of the project must include at least one the R&R building components listed on the “Repair and Rehabilitation Matching Funds Application”.
- Projects should demonstrate a connection to the unit’s strategic plan.
- Highest priority will be given to projects that are research-focused and have the greatest proportion of deferred repairs.
- $500,000 is the maximum amount the Treasurer and Provost will contribute to an approved project.
- Funding may be used for project studies, A&E fees and construction expenses.
- The applicant will be responsible for any additional funding beyond the original estimate provided on the request form.

**Hardship:**
- Consideration of hardship awards with less than a one-to-one match (0% to 50%) will be considered. Please provide a brief explanation of funding constraints, academic need and project ranking within college.

**Application Process:**
- The application must be approved and signed by the Department Head and Dean or authorized administrator prior to submission.
- All account numbers must be included on the application form.
- All relevant estimates, quotes, and estimating contact information should be included with each submission.
- Estimates must be current and performed with Physical Facilities participation and approval.
- Ranking of projects within your college-level unit is required.
- Contact Keith Moore if assistance is needed with scope and budget estimates.
- By midnight of “Proposal Due Date”, send completed Matching Funds applications to: Keith Moore, R&R Manager, Freehafer Hall. All requests received after this date will not be considered for funding.
- Application information can be located at http://www.purdue.edu/architect/campus_planning/rr.htm

**Timeline:**
- Program Announcement: June 1, 2012
- Proposal Due Date: September 1, 2012
- Award Announcement: November 1, 2012

**Review Process:** The R&R Matching Fund Review Committee will review each proposal, making recommendations to the Treasurer and Provost.

**Construction Process:** Project managers will be assigned for design and construction of projects. Because each project stands on its own, the execution and completion will be project dependent, with a schedule that is developed with each applicant/client.