Missouri Higher Education Initiatives

FY 2024

Capital Improvement (HB 17 & HB 19)

Funded by:



In partnership with:
Office of the Governor
Office of Administration

July 2023



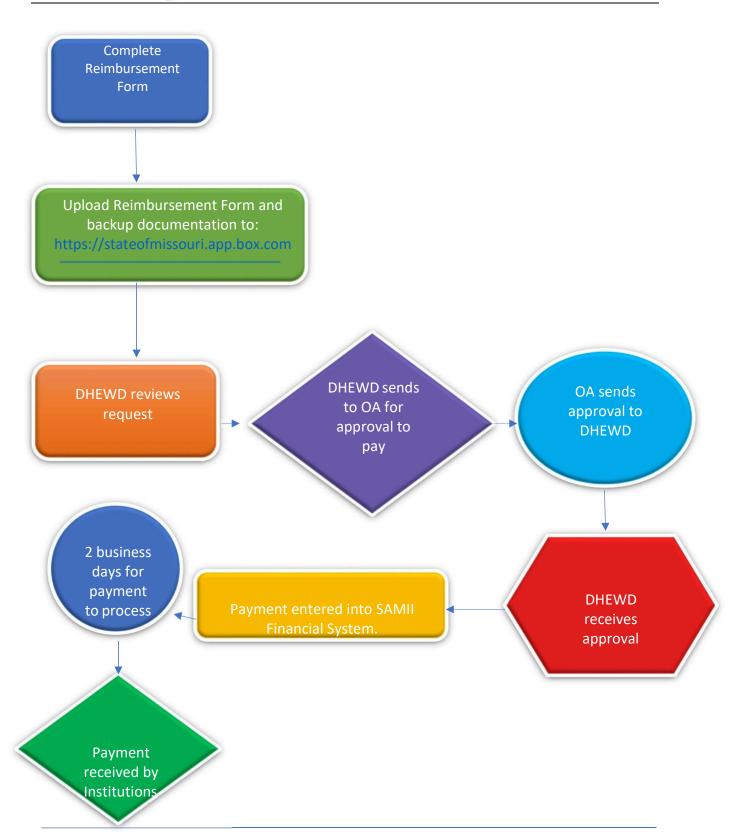
Capital Improvement Application Submissions Process

Guidelines for Capital Reimbursements can be found on page 3 of this document. Additional guidance on allowable expenses and matching fund requirements can be found on the DHEWD Reimbursements Website: https://dhewd.mo.gov/reimbursements.php

For additional questions, email us at reimbursements@dhewd.mo.gov

When submitting a Capital Improvement reimbursement request, a reimbursement form must be completed. Listed below are the steps to submit your reimbursement request:

- Complete reimbursement form.
- Compile backup documentation to support the reimbursement request. All backup documentation must include proof of payment. Purchase orders or packing slips will not be accepted in lieu of invoices. Expenses must meet the guidelines for Capital Improvements approved in the associated House Bill.
- Name the files, and/or folders, according to the following format: FY24 InstitutionName 17.XXX(or 19.XXX) Req#X DateUploaded (2023XXxx)
- Upload the completed request form and backup documentation, including proof of payment, to the DHEWD Box account: https://stateofmissouri.app.box.com and email a notification of upload to: reimbursements@dhewd.mo.gov.
- The form and documentation will be reviewed in the order received. If the documentation is sufficient, the reimbursement request will be sent to the Office of Administration (OA) for authorization to pay. If documentation is missing, you will be notified by email. The request will not be processed until all proper backup documentation has been received.
- OA will notify DHEWD when the reimbursement is approved and DHEWD will process the payment in the SAMII Financial System. Once payment is submitted into the SAM II Financial System, it may take up to two business days to receive funds.



Guidelines for Capital Reimbursement: Allowable and Non-Allowable Expenses

- 1. No moneys shall be distributed through the fund without a line item appropriation for a specific project. A public college or university may use the funds for new construction, rehabilitation, maintenance, renovation, or reconstruction. A public college or university *shall not* use funds for athletic facilities, parking structures, or student housing.
- 2. Matching funds may or may not be required per HB 3017 and HB 3109. If required, the matching dollars must be used on allowable expenses that support the goal of the identified project. Additional guidance can be found on the DHEWD Reimbursement Website in the document named: DHEWD Guidance AllowableExpenses FundMatch

FY 2024 HB 17 Capital Improvement Projects (Re-Appropriation of FY 2023 HB 17):

FY 2024		SA	AM II - FY 2023		FY 2024	
HB 17	COLLEGE/UNIVERSITY	U	nused Approp	E	xpenditures	Remaining
17.020	TRUMAN-GRNWD AUTISM CNTR-0522	\$	395,471.00	\$	-	\$ 395,471.00
17.025	UMC VETERINARY LAB-0522	\$	11,672,200.00	\$	-	\$ 11,672,200.00
17.030	MISSOURI STATE DARR AG-0522	\$	160,968.00	\$	-	\$ 160,968.00
17.035	UCM W.C. MORRIS-0522	\$	2,461,162.00	\$	-	\$ 2,461,162.00
17.040	SEMO-TUNNELS-0522	\$	2,205,979.00	\$	-	\$ 2,205,979.00
17.045	NORTHWEST MO-CENTRAL PLNT-0522	\$	5,000,000.00	\$	-	\$ 5,000,000.00
17.050	MWSU REPAIRS-0522	\$	289,784.00	\$	-	\$ 289,784.00
17.055	LINCOLN NURSING PROGRAM-0522	\$	3,998,179.00	\$	-	\$ 3,998,179.00
17.065	MS&T ADVANCED MANU BLDG-0522	\$	5,000,000.00	\$	-	\$ 5,000,000.00
17.070	UMKC - ST JOSEPH MEDICAL SCHOOL	\$	800,000.00	\$	-	\$ 800,000.00
	Total*	\$	31,983,743.00	\$	-	\$ 31,983,743.00

FY 2024 HB 19 Capital Improvement Project: New

FY 2024 HB 19	College/University	Project	A	ppropriation	Total Expenditures	Remaining
19.261	UMKC	Medical School	\$	700,000	\$ -	\$ 700,000
19.262	University of Missouri	Fischer Delta Research - Construct & Maint Soil Lab	\$	2,000,000	\$ -	\$ 2,000,000
19.263	University of Missouri	Fischer Delta Research - Construction & Maint Educ Ctr	\$	1,000,000	\$ -	\$ 1,000,000
			\$	18,700,000	\$ -	\$ 18,700,000

Additional Information:

- Capital Improvement Reimbursement Form: <u>dhewd.mo.gov/reimbursements.php</u>
- Upload Reimbursement Requests and Quarterly reports to the DHEWD Box Account: https://stateofmissouri.app.box.com/

Questions or Concerns:

Direct questions and concerns to <u>reimbursements@dhewd.mo.gov</u> or call Rebecca Jackson at 573-751-1883.

For questions regarding whether or not an expense is allowable, please contact us prior to submitting for reimbursement. Questions will be reviewed on a case-by-case basis by the Department of Higher Education and Workforce Development.

Capital Improvement Reimbursement Form: Next Page

Capital Improvement Reimbursement Form:

	301 W. High Stree	t, P.O. Box 140 Request for	 Jefferson Cit Approved FY 	ID WORFORCE DEVEL y, MO 65102-1469 2024 HB 17 and HB	19 Upload D	Documentation to:	
Contact Na	me:			Phone Number:			
Expense Pe	riod Beginning:	Expense Pe	riod Ending:	Institution Name:			
Project Nan	ne:	*	HB Section	Number of Project:	Estimated Date	of Project Completion	
Project Nar	ne or Description						
improvemen project. It is maintained b required for	ts as outlined in HB understood that all e by the higher educat each reimbursement uri app.box.com and	17 or HB 19. Expenditures rel con institution item. Upload of l email a notific	ligible costs are lating to this pro for at least three completed form cation of upload	is a payment of funds ap for planning, design, ren ject will be properly acco e years after completion and backup documentatic to: reimbursements@dhe nded and For Which Re	ovation and construct unted for and related of the project. Backu in to the DHEWD Box and mo.gov	tion of the approved documentation p documentation is x Account: https://	
Date	From Wi	10000	55.5V	Description of Item	Expenditure		
Purchased	Luttua	eu				Exhenminie	
	One receipt per row, do no	it combine receipts	In addition to them descrip	fon, liet shack or EFT number as proof of		S	
	One receipt per row. do no	t combine receipts	in addition to them descrip	Overlands - O - Overlands		2. Control • 11 12 Control • 12	
	One receipt per row. do no	it combine receipts	in addition to them descrip	Overlands - O - Overlands		2. Control • 11 12 Control • 12	
	One receipt per rois: do no	it combine receipts	in addition to then develop	Overlands - O - Overlands		2. Control • 11 12 Control • 12	
	One receipt per row. do no	ot combine receipts	in addition to then develop	Overlands - O - Overlands		2. Control • 11 12 Control • 12	
	One receipt per rois. do no	st combine receipts	in addition to them develop	Overlands - O - Overlands		2. Control • 11 12 Control • 12	
	One receipt per row. do no	ot combine receipts	in addition to then descrip	Overlands - O - Overlands		2. Control • 11 12 Control • 12	
	One receipt per row. do no	ot combine receipts	in addition to then descrip	Overlands - O - Overlands		2. Control • 11 12 Control • 12	
	One receipt per rois: do no	ot combine receipts	in addition to their descrip	for, fut shack or EFT number as proof of	payment, no check copy regulated	\$	
	One receipt per rois. do no	st combine receipts		for, for theck or EFT number as proof of	payment, no check copy regulated.	\$	
			CERTI	for, fut shack or EFT number as proof of	Match Money Spent	\$ \$ \$ 0.00	

