

<b>ADMINISTRATIVE PROCEDURE MANUAL</b>		
<b>SECTION TITLE</b>	<b>NUMBER</b>	<b>PAGE</b>
PECO FUNDING REQUEST PROCESS FOR EDUCATIONAL FACILITIES	08-0105	1 OF 1
<b>BASED ON BOARD OF TRUSTEES' RULE AND TITLE</b>		<b>DATE REVISED</b>
6Hx7-8.8 Design and Construction Delivery		March 13, 2024

**Purpose**

The purpose of this procedure is to establish the process by which the College requests Public Education Capital Outlay (PECO) funding for educational facilities via the Capital Improvement Plan (CIP) and the Project Priority List (PPL).

**Procedure**

- A. Per Florida Statute 1013.60, the College shall submit, on an annual basis, a three (3) year plan and data to the Commissioner of the Department of Education requesting funds from the Public Education Capital Outlay and Debt Service Trust fund for capital outlay projects.
- B. The Capital Improvement Plan (CIP) describes the College’s plan for its building needs in new construction, remodeling, general maintenance and renovation projects. Facilities Management and Construction (FMC) staff meet annually with the Campus Facilities Directors and Center Facilities Supervisors to update the CIP in accordance with current guidelines and forms furnished by the Division of Florida Colleges and prioritize the list of projects for each campus and center. The projects included in the CIP are based on recommendations from the current Five-Year Educational Plant Survey document. The CIP is forwarded to the College President and the Executive Leadership Team for review and collegewide prioritization of the projects. Once approved, the CIP is submitted to the District Board of Trustees (DOBT) for approval, and then submitted to the Commissioner through the Division of Florida Colleges as part of the annual legislative budget request.
- C. The PPL also describes general maintenance and renovation/remodeling projects for the Public Education Capital Outlay and Debt Services Trust Fund, to be known as The Special Facility Construction Account as described in Florida Statute 1013.64 (2)(a). The Facilities Department meets annually with the College President and the Campus Facilities Directors to update the PPL. The PPL is incorporated into the Five-Year Educational Plant Survey.

REFERENCES: F.S. 1001.64, 1001.65, Chapter 1013.60, 1013.64 (2)(a), SBE Rule 6A-14.0764

Adopted Date: November 2, 1987

Revision Date: June 27, 2012, June 9, 2015, March 14, 2018, March 13, 2024