



PROJECT BUDGET VARIANCES
(IN or NOT in Capital Plan)

Projects less than \$1M...

For Ithaca campus units, the approval authorities for project budget variances have been aligned with those for capital budget variances (Appendix D). Specifically, the Vice President for Infrastructure, Properties and Planning and the Vice President for Budget and Planning can together authorize any amount of project budget variance when the total project budget remains under \$1M. The revision supports an appropriate level of review and control while recognizing that small uncertainties in scopes and schedules for low-dollar capital projects can often result in large variances that should not typically impede the project approval process. The vice presidents may always elect to escalate the approval authority to a higher level.

Projects over \$1M...

Variations **up to \$250,000 or 12.5%** of the total project budget (whichever is less) require approval by the Vice President of Infrastructure, Properties, & Planning and the Vice President of Budget and Planning

Variations **between \$250,001 and \$500,000 or 25%** of the total project budget (whichever is less) require approval by the Executive Vice President

Variations **over \$500,000 or more than 25%** of the total project budget require approval by the Capital Funding and Priorities Committee.

ALTERS THE CAMPUS APPEARANCE

* University Architect is to determine if projects <math>< \\$10M</math>, that affect campus appearance need to go to B&P for approval. If UA determines requirement for B&P approval follow path at far right column. If UA determines change is insignificant and approves of proposed solution/direction project continues on original path. Documentation of review will be captured as a written attachment in the eBuilder files.

Approvals shown with a **black** outline are electronic only.

Additional Approvals for Projects \$10 Million or More:
(See specific notations in Policy 4.2, Appendix D)

Architect Selection	Capital Funding and Priorities Committee
Site Selection and Guidelines	Buildings and Properties Committee
Project Concept*	Buildings and Properties Committee
Project Design**	Buildings and Properties Committee
Project Construction***	Buildings and Properties Committee
Funding Plan	Executive Committee (if project not included in approved annual capital plan)