##### **USF Approval of Expenditures**

##### **Exceeding One Million Dollars**

**[ ]** $1M to less than $3M CFO approval

**[ ]** $3M to less than $5M BOTFC Chair approval and President signature

**[ ]** $5M and greater BOTFC approval

**Project/Initiative Name:**

**Total Project/Initiative Cost:**

**Description:** (description and rationale for the project/initiative)

**Objective:** (strategic priority or needs the project/initiative addresses; include strategic goal this project/initiative supports)

**Funding Source(s):** *(Please list type of fund and amount)*

|  |  |  |
| --- | --- | --- |
| **Funding Source** *(select from drop down)* | **If C&G, specify grant or F&A/RIA****If DSO, specify which one****If Other, please specify** | **Amount** *(for each funding source)* |
| Choose an item. |       |       |
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**Are the funds supporting the project budgeted or non-budgeted?**

budgeted**[ ]** non-budgeted**[ ]**

**Was this expenditure planned in your starting budget for the fiscal year?**

Yes **[ ]** No**[ ]**

**What impact, if any, does this expenditure have on:**

1. **prior Expenditure Authorizations?**

1. **Carryforward Plan that was approved for this fiscal year?**

1. **Fixed Capital Outlay Plan that was approved for this fiscal year?**

1. **Does the proposed new or renovated space require an update to the USF Educational Plant Survey (EPS)?** Yes **[ ]** No **[ ]**

**If yes, what is the plan/timeline for updating the EPS?**

**Prior Approval Process:**

**List Related Projects/Initiatives:** (if any)

**USF or Campus specific:**

**Prepared by:**

**Date Requested:**

**USF Policy 0-100 and delegation of Presidential Authority requires approval of this expenditure by the USF Board of Trustees Finance Committee, USF Board of Trustees Finance Committee Chair, or the USF Chief Financial Officer based on Total Project/Initiative Cost.**

**APPROVALS:**

**[ ]** $1M to less than $3M

Jennifer Condon, CFO Date

University of South Florida

**[ ]** $3M to less than $5M

Rhea F. Law, President Date

University of South Florida

Michael Griffin, Chair Date

USF Board of Trustees Finance Committee

**[ ]** $5M and greater via BOTFC meeting minutes

Form Revised 01/01/25