

IVGID  
Proposed CIP Report Format

Prepare report on a quarterly basis

Project Description	Capital Improvement Project (CIP) Number	Original Budget	Carry Forward (prior fiscal year)	Capital Budget (current fiscal year)	Projects Cancelled (current fiscal year)	Adjustments (current fiscal year)	Reallocations (current fiscal year)	Carryover (next fiscal year)	Adjusted Budgeted Expenditures (current fiscal year)	Actual Current Fiscal Year To Date Expenditures	Projected Expenditures Remainder of Current Fiscal Year	Total Expected Current Fiscal Year Expenditures	Variance	Project % Completion	
NOTES							<i>column should net to zero</i>	<i>reflect on report as a negative number</i>	<i>Sum cols E through J</i>		<i>Projected expenditures for the remainder of the current fiscal year</i>	<i>Sum cols M &amp; N</i>	<i>Col K minus O</i>	<i>To be determined by Engineering - be sure to define</i>	
NOTES							<i>Includes new unbudgeted projects</i>	<i>should tie to the following year Carry Forward Prior Fiscal Year</i>							