



**STATE OF NORTH CAROLINA**  
**OFFICE OF STATE BUDGET AND MANAGEMENT**


PAT MCCRORY  
GOVERNOR

LEE HARRISS ROBERTS  
STATE BUDGET DIRECTOR

November 23, 2015

**MEMORANDUM**

TO: Department Heads and Chief Fiscal Officers

FROM: Lee Roberts   
State Budget Director

SUBJECT: 2015-16 Repair and Renovation Requests (R&R)

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Session Law 2015-241 (House Bill 97) appropriated \$150,000,000 from the unreserved fund balance to the Repairs and Renovations Reserve Account to finance the capital facility costs of repairing and renovating State facilities and related infrastructure. Of the funds appropriated to the Reserve, one-third are allocated to the UNC Board of Governors and two-thirds to the Office of State Budget and Management (OSBM).

Funds from the R&R Reserve must be used in accordance with G.S. 143C-4-3 and OSBM must consult with or report to the Joint Legislative Commission on Governmental Operations (Gov Ops) as appropriate. A copy of the R&R statute is contained in the attached instructions for your reference.

Funding requests for 2015 R&R projects should be submitted to OSBM no later than **Friday, December 18, 2015**. **All R&R project request submissions must include:**

- R&R Project List Form (This form lists all projects and total cost in priority order.)
- R&R Request Worksheet (This form shows detailed information about each individual project.)
- OC-25 Cost Estimate (final or draft)
- Summary Statement or Pertinent Pages from FCAP Report

Detailed instructions for submitting requests are attached to this memorandum. Please note the General Instruction section concerning the 2015 R&R allocation and upcoming request for comprehensive lists of continued R&R needs for your facilities.

Please have your submission to OSBM by the **December 18, 2015** deadline. If you have any questions, please contact the OSBM capital analyst, Greg Piner at (919) 807-4700.

cc: Thomas Cheek, OSBM  
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John LaPenta, OSBM  
Cynthia Browning Register, DOA