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October 4, 2013

**DA 802.11**

**ASSOCIATE VICE CHANCELLOR, DESIGN & CONSTRUCTION PETER HENDRICKSON**

**Delegation of Authority - Amendments to the Capital Improvement Program and Transfer of Funds for Non-State Funded Minor Capital Improvement Projects With a Total Project Cost Not to Exceed \$750,000**

- References:**
- (a) Standing Orders of The Regents, Section 100.4(o) and (q);
  - (b) UC DA 2574 (Amendments to the Capital Improvement Program and Transfer of Funds) to Chancellors, et al., dated March 1, 2013;
  - (c) Regents Policy 7708, University-Provided Housing, August 1, 2009.
- Supersedes:**
- (a) UCLA DA 802.09 (Amendments to the Capital Improvement Program for Non-State Funded Minor Capital Improvement Projects With Total Project Cost Not to Exceed \$750,000) to Associate Vice Chancellor Hendrickson, dated 10/07/09;
  - (b) UCLA DA 801.07 (Transfer of Funds for Minor Capital Improvement Projects) to Associate Vice Chancellor Hendrickson, dated 10/07/2009.

Effective as of the date above, I hereby delegate to your position, in your respective area of responsibility, the authority to approve amendments to the Capital Improvement Program (CIP) and transfer of funds for non-State funded minor capital improvement projects with total project costs not to exceed \$750,000.

**A. Amendments to the Capital Improvement Program**

The authority to approve amendments to the Capital Improvement Program is for non-State funded minor capital projects (total project cost not to exceed \$750,000). This authority excludes the following:

1. Any "substantial program modification" (to be determined in consultation with Office of the President) in physical characteristics or intended use of a project previously approved by The Regents or Office of the President, including any internal re-delegations;
2. Any project funded fully or in part by State funds;
3. Any project which was denied funding by the State for reasons other than the unavailability of funding; or
4. Projects involving Chancellorial residences or offices. Such projects are subject to the approval requirements established in Regents' Policy 7708, University-Provided Housing.

Any project with the potential for significant environmental impact is subject to the California Environmental Quality Act (CEQA). Therefore, there is no guarantee that projects added to the CIP list will necessarily proceed to construction. The decision to proceed occurs at the design approval stage and must be accompanied by appropriate environmental impact information.

Exercise of this authority shall be in accordance with guidelines established by The Regents and the President, as they may be amended from time to time. These shall include, but are not limited to the following reporting and accountability requirements: (a) the Major Capital Projects Implementation Report, reporting adherence to plans and aggregated performance on specific metrics of Regental and Presidential interest; and (b) an audit, monitoring the factual validity of information reported throughout the process, along with Regental and Presidential policy compliance.

B. Transfer of Funds for Capital Improvement Projects

The authority to transfer funds to capital improvement projects is for non-State funded minor capital projects (total project cost not to exceed \$750,000) and must be in accordance with Section 100.4(o) of the Standing Orders of The Regents, Duties of the President, which states:

1. That no such transfer or allocation shall result in the establishment of a new policy, program or project involving a continuing commitment; and
2. That no transfer shall be made from a reserve fund for a purpose other than that for which the reserve fund was established.

This delegation is being issued due to the supersession of parent UC delegations of authority 2229 and 2230. Substantive changes to the delegations being superseded include changes to the exclusions of authority to approve amendments to the Capital Improvement Program and the deletion of when an adjustment becomes necessary for transfer of funds. This authority may not be further redelegated.



Steven A. Olsen  
Vice Chancellor and Chief Financial Officer

cc: Chancellor  
Executive Vice Chancellor & Provost  
Director, Contracts, Capital Programs  
Manager Administrative Policies & Delegations