



COLORADO

Office of the State Architect

Department of Personnel & Administration

State Buildings Program

Policies and Procedures

Emergency Maintenance Project Capitalization Questionnaire

FPM Chapter 4 section 1.12: It is the departments' /institutions' responsibility to notify DPA whether or not the project will be capitalized at the department/institution.

EM Project Description: _____

Benefitting Department: _____

☐ This project will be capitalized. This project increases the capacity, operating efficiency or extends the useful life of an existing asset and is greater than or equal to \$50,000.

☐ This project will remain in expense and will not be capitalized. This project is less than \$50,000. Or, this expenditure does not increase the capacity, operating efficiency or extend the useful life of an existing asset.

Controller approval: _____

Date: _____