

<input checked="" type="checkbox"/> Information	<input type="checkbox"/> Administrative	<input type="checkbox"/> Procedural	<input type="checkbox"/> Technical <ul style="list-style-type: none"> <li><input type="checkbox"/> CCR Title 24</li> <li><input type="checkbox"/> Design</li> <li><input checked="" type="checkbox"/> Construction</li> <li><input type="checkbox"/> Inspection</li> </ul>
<b>Bulletin: Updates to Cash Flow Form and Project Savings</b>			
<b>Effective Date:</b>	October 11, 2024		
<b>From:</b>	CPDC Fiscal Services		
<b>Item No.</b>	Information		

We are pleased to announce some key updates on the cash flow form, and fee structure changes.

These modifications reflect valuable feedback from various universities and are designed to streamline the budgeting process and clarify data presentation.

## Key Updates

### Updates Cash Flow Form

The cash flow form has been revised based on user feedback. The most significant changes include:

- **Improved Layout:** The updated cash flow form retains the essential data while presenting it in a more logical and clearer format for ease of use.
- **Multi Funded Projects:** The form is formatted to allow up to 4 funds to be used for actual expenditures and revised projections making it much easier to replicate the financial data.
- **Forecasting Flexibility:** The previous requirement to project by phase (PWC) has been removed, allowing for the budgeting of multiple funds concurrently.

### Update to the Project Savings Request

As project funded with systemwide funds ends, we must review the available balances and determine how to spend them. With this new form and intake form, powered by Smartsheet, will allow us to track and monitor the status of each request. University can submit via [Project Funding Change Request](#) using the new Excel form [CPDC 3-2AP](#). This is applicable to Deferred Maintenance and Systemwide Revenue Bond – Academic Program (SRB-AP) funds only.

If you have any questions regarding the new cash flow form or fee changes, please reach out to Associate Director of Fiscal Services [Kelly Cox](mailto:kcox@calstate.edu) kcox@calstate.edu, or Director of Planning [Hong Lin](mailto:hlin@calstate.edu) hlin@calstate.edu.

Thank you for your continued collaboration and feedback.

**Weblinks:**

[CPDCCashFlowForm.xlsx \(live.com\)](https://www.calstate.edu/csu-system/doing-business-with-the-csu/capital-planning-design-construction/Documents/CPDCCashFlowForm.xlsx)

<https://www.calstate.edu/csu-system/doing-business-with-the-csu/capital-planning-design-construction/Documents/CPDCCashFlowForm.xlsx>

[Capital Outlay Budget \(form 2-7\)](https://www.calstate.edu/csu-system/doing-business-with-the-csu/capital-planning-design-construction/Documents/CPDC2-7-capital-outlay-estimate.xlsx)

<https://www.calstate.edu/csu-system/doing-business-with-the-csu/capital-planning-design-construction/Documents/CPDC2-7-capital-outlay-estimate.xlsx>

[CPDC 3-2AP](https://www.calstate.edu/csu-system/doing-business-with-the-csu/capital-planning-design-construction/Pages/cpdc-resource-library.aspx?&FilterField1=Construction_x0020_Phase&FilterValue1=Financial%20Close%20Out)

[https://www.calstate.edu/csu-system/doing-business-with-the-csu/capital-planning-design-construction/Pages/cpdc-resource-library.aspx?&FilterField1=Construction\\_x0020\\_Phase&FilterValue1=Financial%20Close%20Out](https://www.calstate.edu/csu-system/doing-business-with-the-csu/capital-planning-design-construction/Pages/cpdc-resource-library.aspx?&FilterField1=Construction_x0020_Phase&FilterValue1=Financial%20Close%20Out)

[Funding Change Request Form](https://app.smartsheet.com/b/form/bbdd8495b5894626ba462b20e707edb8)

<https://app.smartsheet.com/b/form/bbdd8495b5894626ba462b20e707edb8>

**Applicability:**

All Major capital projects

End of Bulletin