

# Ohio Public Works Commission

## Capital Improvement Report

### Instructions

**CAPITAL IMPROVEMENT REPORT SUMMARY**: Working from your inventory summarize all of your infrastructure by type, including replacement cost, repair cost, total number of units and the number of units by physical condition by type. Additionally, you are ask to provide a summary of your communities socio-economic characteristics.

-Subdivision/County; Enter the name of your subdivision and County. Enter your County Code and Subdivision Code.

-Replacement Cost; Enter the **total replacement cost** of all infrastructure of each type in the appropriate replacement cost column. (From your inventory)

-Repair Cost; Enter the **total repair cost** of all infrastructure of each type in the appropriate repair cost column. (From your inventory)

-Total (Units); Enter the **total number of units** of infrastructure of each type in the appropriate total (units) column. (From your inventory)

-Physical condition; Enter the **number of units** of infrastructure of each type in the appropriate "condition" column. (Excellent, good, poor critical or unknown)

-Preparer's name and phone number.

**FIVE YEAR PLAN:** Your five year plan should be organized by infrastructure type. (see below) You may use a separate sheet(s) for each type, or combine them on one sheet(s). The priority each project is to your community will be indicated by the year in which it is proposed for funding. (See Section III, Guidelines - Establishing Priorities)

**TWO YEAR MAINTENANCE OF EFFORT:** Your last two years of effort in funding infrastructure projects must be submitted to the District Committee and the Commission on the "**Five Year Capital Improvements Plan/Maintenance of Effort**" form provided by the Commission. (this works well for phased or multi year projects). List each infrastructure project funded by **any** source during the past two years.

**REQUIRED INFORMATION:**

-**Name/Description;** Use the name or description appearing on your inventory. Use more than one line if necessary, however enter other information on the first line of the name/description. If the name/description does not clearly indicate the type of infrastructure please include the type following the description.

-**Funding Codes;** On the first line of the projects name/description enter the code for **all** types of funding proposed for the project, **even if it is not certain.** (See Section IV, "Guidelines" - Funding Codes). You may use your own code for revenue codes not identified in Section IV.

-**Status;** Please indicate if the project is (A)ctive, (C)omplete, or (P)ending funding.

-**Total Cost;** Enter **your best estimate** of the total funding needs for each project.

-**Funded/Proposed;** Enter the dollar amount funded or proposed for each project (do not use cents) in the column for the year funded or proposed. Use the amount for each year if the project is funded or proposed for funding in more than one year. Round figures **up** to the nearest hundred dollars.

**Infrastructure Types**

-Roads -Wastewater Systems

-Bridges -Stormwater Collection

-Culverts -Solid Waste Disposal

-Water Supply Systems