

CAPITAL IMPROVEMENT PROGRAM
City of Missoula CIP Project Request/Update Form FY 2022 - 2026

Department Listing		New or Update	Required	Delay	Project Title				
1	of 1	Update	Is this project Required?	Can project be delayed?	Financial Management & Reporting Software				
Project Rating	Department		Yes	No					
	Central Services								
Required	Finance/Treasurer	Is the project APPROVED for Fiscal Year 2022?			FUNDED?				
Summary Description and rationale of project and funding sources:									
Current Financial Management and Reporting Software has been in use since 2001. This software is outdated and does not produce useful reports for management. This software may also lose support services soon as current provider is focusing on newer systems.									
History & Current Status: Impact if Cancelled or Delayed									
Possibility of losing support services									
Are there any site requirements/ Potentially Affected Interest (PAI) Coordination:									
There will be a transition period as the old software is converted to the new software. Same company on both should make for a fairly smooth transition									
How is this project going to be funded:									
Funding Source		Yr. 1. budget	Unappropriated subsequent years						
			FY2022	FY2023	FY2024	FY2025	FY2026		
			950,000						
			Impact Fees		Impact Fees				
			Type Approval Date Amount		Amounts				
			\$ 950,000	\$ -	\$ -	\$ -	\$ -	\$ -	
How is this project going to be spent:									
Budgeted Funds		Accounting Code	Prior Year Expenses	FY2022	FY2023	FY2024	FY2025		
				-					
				-					
				-					
				-					
				-					
Total			950,000						
History of project and amount left yet to expend									
Total Funded to date		Exps through FY20	FY21 Exps	Amount yet to expend	Description of history (Optional)				
\$ 395,058.38		\$ -	\$ (\$395,058.38)						
Is this equipment prioritized on an equipment replacement schedule?									
Is there going to be ongoing Operating and/or Maintenance costs upon completion of the project?									
(account for operational savings and/or reduction in current budget of previous operating/maintenance charges)									
Expense Object		Accounting Code	1000.240.410510.360.000	FY2022	FY2023	FY2024	FY2025		
A Personnel	65,000			65,000	65,000	65,000			
B Supplies									
C Purchased Services									
D Fixed Charges									
E Capital Outlay									
F Debt Service									
G (Operational Savings)		1000.240.410510.360.000		(59,535)	(59,535)	(59,535)	(59,535)		
				5,465	5,465	5,465	5,465		
<i>NOTE: Approval of the CIP does not indicate approval of the ongoing operating and maintenance costs. Those costs must be submitted as a "New Request" in the regular budget process. This will ensure the coordination exists between the CIP and the new request</i>									
Description of additional operating budget impact:									
Responsible Person:		Responsible Department:	Date Submitted to Finance		Today's Date and Time		Preparer's Initials		
		Central Services							