

**REVISION HISTORY:
DIRECTIVE #10 – CHARGES TO THE CAPITAL PROJECT FUND**

Release	Summary of Changes
06/20/19	<ul style="list-style-type: none"> Includes CM#14-2 (3/11/14), CM#14-6 (9/11/14), and CM#16-2 (12/16/16) Rescinds CM#17-1 (9/1/17) Reduced minimum life for Information Technology projects from 5-years to 3-years. Adds tablets and subscription-based information technology arrangements as capital eligible. Adds definitions to clarify terminology used throughout the Directive. Effective July 1, 2020, increases the minimum cost for capital projects under the baseline eligibility criteria from \$35,000 to \$50,000. Effective July 1, 2020, increases the minimum eligibility cost requirement for Initial Outfitting from \$110 to \$165.
09/01/17 (CM #17-01)	<ul style="list-style-type: none"> Adds a Section addressing <i>Eligibility Guidelines for Cloud Computing Projects</i>.
12/16/16 (CM #16-02)	<ul style="list-style-type: none"> Amends Section 8.2 on <i>Leasehold Betterments</i>.
09/11/14 (CM #14-06)	<ul style="list-style-type: none"> Defines and clarifies the term “training” for Section 3.4.2 for <i>Ineligible Expenditures</i>.
03/11/14 (CM #14-02)	<ul style="list-style-type: none"> Amends six-month cut-off period text in Section 3.2 under specific circumstances.
04/12/13 (CM #13-01)	<ul style="list-style-type: none"> Amends Section 3.2 on <i>Minimum Cost</i>, specifying whether additional costs incurred after a Capital Asset is placed into service may be combined with the cost of the Capital Project.
05/31/11	<ul style="list-style-type: none"> Provides new rules and controls for: operating a construction site during the construction period; statutory housing loan and grant programs; training costs; preventative maintenance costs; extended warranties; the purchase of media content; and the purchase of multiple laptops. Expands guidelines for: what constitutes a Capital Project; the minimum cost eligibility criteria for real property project; and the capital eligibility of costs incurred for Betterments and Upgrades, in Initial Outfittings, and for equipment systems.
06/03/05	<ul style="list-style-type: none"> Includes CM #79-34 (09/24/79), CM #80-06 (04/80), and CM #91-10 (07/12/91). Expands guidance for improvements to Capital Assets area; that capital leases are now eligible Capital Projects; and that leasehold improvements are now eligible Capital Projects. Expands the <i>Interfund Agreements</i> Section to include sections on eligible and ineligible first-line employee costs.
06/29/99	<ul style="list-style-type: none"> Increases the minimum cost criteria for a capital project from \$15,000 to \$35,000 to reflect price index changes since the issuance of the 1979 version. Increases the minimum unit cost for elements in the initial outfitting of a capital project from \$50 to \$110. Requires agencies to provide written certification of the expected useful life for all capital projects, including computer and technology projects. Authorizes computer software as a capital expenditure, and provides detailed eligibility guidance for the individual elements of computer system development projects. For the first time, agency staff costs for computer system development projects may be capital eligible under specified circumstances. Clarifies rules and controls for bridge painting and bridge coating projects. Phases in a requirement that, to be eligible for capital funding, demolitions of hazardous buildings and structures must involve City-owned buildings. Includes the eligibility of additional expenditures, including housing loan programs, asbestos abatement, lead paint abatement, tree pruning, re-engineering, and landfill closure. Permits lump sum lease payments, leasehold upgrades, and initial outfittings in specific circumstances.

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04/25/79	<ul style="list-style-type: none">• Clarifies previous rules and controls concerning charges to the Capital Budget, in particular, to illustrate certain “borderline” items.
Initial Release	<ul style="list-style-type: none">• Establishes rules for determining when an agency may use Capital Funds financed by long-term debt for the acquisition, construction, reconstruction, or installation of a Capital Asset.