University of Minnesota
Capital Need Identification Form

Instructions:

A Capital Need Identification Form (CNIF) is required for any project proposal that meets one or more of the following conditions:

1. Estimated project budget exceeds **$1,000,000**
2. Requires **University Debt** or **State capital budget** consideration
3. Involves investment in a **Do Not Invest (DNI)** facility (without an approved exemption)
4. Requests a **significant addition of space** or impacts the broader campus/neighborhood
5. Carries **broader strategic implications** or was flagged by the Capital Strategy Group

Project Information

Contact Name		Title of Request	
Phone		Building Impacted	
Email		Floor(s) Impacted	
RRC & Dept.		Room(s) Impacted	

>Please keep all responses brief. 3-4 sentences (<1,000 characters) maximum.

Project Scope

Describe the scope of work and programs supported by this project.

Click or tap here to enter text.

Project Rationale

*Describe the rationale and justification of need for this project and how it supports **Elevate Extraordinary 2030**. How do existing facilities (size, configuration, deficiencies) limit your ability to deliver activities and functions?*

Click or tap here to enter text.

Project Funding

What is the anticipated source and availability of funding for the project?

Click or tap here to enter text.

Project Timing

What is the desired timeline and why is this timing important? If a project is delayed or not advanced, how will your unit, students and programs be affected? If this is a temporary solution, describe your long-term plans including relevant occupancy and relocation dates as well as other impacted buildings and space.

Click or tap here to enter text.

Your submission of this form indicates your approval to advance the proposal for review and consideration by members or staff of Capital Strategy Group. If this proposal involves a Do Not Invest (DNI) building, you acknowledge that the extent and horizon of your investment aligns with the expected horizon of the building, that alternatives have been studied, and that long term relocation plans have been detailed above.

Prepared by University Services (Last Revised: Summer 2026)