

BUDGET REQUEST MANUAL

Date	Subject CAPITAL MAINTENANCE PLAN REPORT SUMMARY OF CAPITAL ASSETS	Item
9/16/02		18C
Supersedes	SCHEDULE CMP-4	Page
9/17/97		1

PURPOSE

The **Schedule CMP-4** is a summary of the age, remaining useful life, and condition of the agency's asset or asset group.

GENERAL INSTRUCTIONS

1. The requested information is defined in the Recommended Guidelines for Implementing Statutory Requirements Related to Capital Maintenance, provided to agency fiscal offices in December 1996.
2. The asset or asset group should include all agency buildings and infrastructure.

A sample of Schedule CMP-4 follows.

**New York State
Division of the Budget
Capital Projects Budget Request FY 20__ - __
Capital Maintenance Plan Report
Summary of Capital Assets**

Agency:

Asset or Asset Group	Age	Remaining Useful Life	Condition				Programmatically Obsolescent
			Good	Fair	Poor	Scrap	