**Section 1037.40 Application Requirements**

a) Applications for renovation project(s) shall include the following:

1) a list of proposed projects with a description and estimated cost for each project;

2) an accounting of the total gross square feet of space;

3) an accounting of the total eligible gross square feet of space; and

4) an explanation of how the project(s) will enhance current instruction and research.

b) The Board of Higher Education shall review application documents of all institutions for compliance with the application and eligibility requirements. The Board of Higher Education may request additional documents or a meeting between its staff and institutional representatives to discuss questions about application documents. In the event that material submitted by an applicant institution is incomplete or not of sufficient detail to provide an understanding of the proposed project or its justification, the Board would request additional information for clarification or substantiation.