



2027-29 MINOR PROGRAM PROJECT GUIDELINES

Requests due: April 3, 2026

Minor program projects are intended to support targeted, program-driven improvements to existing facilities and sites that directly advance a college's instructional mission, student access, or related student support services. Program funding allows colleges flexibility to address critical needs that enhance the educational environment without expanding space or creating new operating obligations. Colleges should use program funding strategically, focusing on projects that align with institutional priorities and deliver meaningful improvements within the existing campus footprint.

A minor program project must have a total cost between \$25,000 and \$4,000,000 and may include facility renovation or alteration or site improvements. The State Board for Community and Technical Colleges (SBCTC) has established a target level of funding for each college for the 2027–29 budget request. Within that target level, a college may develop one or more projects that meet the minor works project cost limits. Projects should be selected carefully to reflect critical goals of the college and should serve to improve or enhance the educational environment, increase access for students, or support related student services. The Legislature expects that minor works projects will be completed within the biennium in which they are funded.

When renovating space, colleges must ensure that all necessary building systems affected by the work are appropriately considered. For example, if the project includes subdividing a space, confirm the budget can support HVAC changes to ventilate new spaces.

Program funding is limited to projects involving state-owned facilities. Projects may not include the development or improvement of support space. Lease payments, Local Improvement District costs, and other expenses traditionally paid from the operating budget are not eligible. Proposals may not include projects that support enterprise activities, expand space, acquire or lease property, or create operating budget impacts.

As part of the budget development process, the State Board will submit proposed projects to the Department of Archaeology and Historic Preservation (DAHP) for an initial review in compliance with [Governors' Executive Order 21-02](#). Following that initial review, the college is responsible for providing any additional information requested by DAHP and for conducting consultation, as required, with affected and interested Tribes. Colleges are expected to coordinate and complete these consultation responsibilities in a timely manner to support project eligibility and advancement to complete the project during the biennium.

Colleges should be aware that the Office of Financial Management (OFM) may establish new or updated requirements for capital budget requests and proposed minor program projects must comply with any such requirements in effect at the time of submission.

System program funding allocations

Program funding for minor program projects is allocated to colleges based on a systemwide budget

target of \$45,444,000 for the 2027–29 biennium. Each college’s portion of the system target is determined using a formula that reflects the college’s share of the system as measured by student full-time equivalent (FTE) enrollment, owned gross square footage, owned gross square footage constructed more than 25 years ago, and the college’s aggregate Facility Condition Survey (FCS) score. For purposes of this calculation, the State Board uses fall 2025 FTE data and FCS results from the 2025 survey. This approach is intended to distribute program funding in a manner that recognizes enrollment, facility portfolio size and age, and overall facility condition across the system.

2027-29 Minor Program Allocations					
Bates	\$	1,438,000	Olympic	\$	1,356,000
Bellevue	\$	1,890,000	Peninsula	\$	914,000
Bellingham	\$	1,038,000	Pierce	\$	2,134,000
Big Bend	\$	1,161,000	Renton	\$	1,239,000
Cascadia	\$	818,000	Seattle Central	\$	1,863,000
Centralia	\$	1,033,000	Shoreline	\$	1,419,000
Clark	\$	1,652,000	Skagit Valley	\$	1,340,000
Clover Park	\$	1,254,000	South Puget Sound	\$	1,138,000
Columbia Basin	\$	1,582,000	South Seattle	\$	1,450,000
Edmonds	\$	1,466,000	Spokane CC	\$	2,021,000
Everett	\$	1,386,000	Spokane Falls	\$	1,415,000
Grays Harbor	\$	985,000	Tacoma	\$	1,401,000
Green River	\$	1,427,000	Walla Walla	\$	1,398,000
Highline	\$	1,499,000	Wenatchee	\$	1,285,000
Lake WA	\$	1,197,000	Whatcom	\$	1,063,000
Lower Columbia	\$	1,158,000	Yakima	\$	1,426,000
North Seattle	\$	1,599,000	Total:	\$	45,444,000

Submittal

Use the 2027-29 Minor Program Request form to submit project requests. Colleges must submit a separate form for each proposed project. To submit, email completed form to capitalbudget@sbctc.edu, by **Friday, April 3, 2026**.

In addition to the required request form, colleges may submit supporting documentation, such as letters or reports from design consultants, to provide background analysis, describe alternatives considered, or support cost estimates and scope assumptions. Project numbers will be assigned to each project by the State Board when the project is entered into the Office of Financial Management’s Capital Budget System.