

New Britain Township

Annual Capital Improvement Plan (CIP) Timeline

JANUARY-MARCH

CIP Preparation

- Memo to staff to begin process of CIP
- Individual & Group staff meetings to discuss CIP inventory & priorities
- Meet with the **Capital Planning Committee** to discuss CIP

MAY

Draft CIP

- Finalize CIP document
- Final draft presented at **Capital Planning Committee** meeting
- Make recommendation to the BOS to adopt CIP

JULY

Final CIP

- Consideration to adopt Final CIP at **Business** meeting

APRIL

Draft CIP

- Departmental Submission of updated CIP inventory & priorities
- Update CIP document
- First draft presented at **Capital Planning Committee** meeting

JUNE

Preliminary CIP

- Presentation of Preliminary CIP at **Workshop** meeting
- Motion to publicize CIP at **Business Meeting**
- Public Inspection of CIP Available