

NCCCS CAPITAL FINANCE AND PLANNING

CONTACT MATRIX

<p>Capital Improvement Reimbursements cireimbursements@nccommunitycolleges.edu</p>	<ul style="list-style-type: none"> Request for Reimbursements 2-16, 2-17
<p>Capital Improvement Projects ciprojects@nccommunitycolleges.edu</p>	<p>State Board Items:</p> <ul style="list-style-type: none"> New Project 3-1s Amended Project 3-1s Property acquisition and disposal 3-1Ps Request for highway and utility easements (<i>no 3-1P needed, please use college letterhead</i>)
<p>Project Close-Outs Close-Outs@nccommunitycolleges.edu</p>	<ul style="list-style-type: none"> Final Close-Out 3-1s
<p>Annual Reports AnnualReports@nccommunitycolleges.edu</p>	<ul style="list-style-type: none"> Annual Bond Certification (Exhibits A, B, and C) Annual 3-8A forms (Special Delegated Authority for Certain Projects \$500,000 to \$2,000,000) Annual 3-8 forms (Special Delegated Authority up to \$4,000,000) Annual 3-10 increased delegation reporting form
<p>Capital Improvement Data CI-CAP-DATA@nccommunitycolleges.edu</p>	<ul style="list-style-type: none"> NCCCS 3-5 CAP DATA forms
<p>Capital Improvement Finance CIFinance@nccommunitycolleges.edu</p>	<p>Questions regarding Capital Improvement:</p> <ul style="list-style-type: none"> Funding requirements or exclusions Processes Legislative or legal Real property and structures Emergencies SCO processes Interscope System Office training
<p>Capital Improvement Cash Flow CI-Cash-Flow@nccommunitycolleges.edu</p>	<ul style="list-style-type: none"> Cash flow reports

NCCCS - Capital Finance and Planning Team

Dorrine Fokes

Director of Capital Finance and Planning

Provide leadership and direction to staff to ensure they have the tools and skills to do the job competently, and they are in a positioned for stability and relevance.

Provides guidance to the 58 community colleges for Capital Improvement projects, property, leases and more.

Attend and participate in meetings to assist with issues related to the built environment in North Carolina.

Review and update the Capital Improvement Guide adding/creating new sections to which will encompass our evolving processes in Capital Construction.
fokesd@nccommunitycolleges.edu
919-807-7088

Angela Dorman

Associate Director Capital Finance and Planning

Serves as a team lead maintaining all SCIF reporting requirements and is responsible for the review of SCIF reporting ensuring accuracy and completeness.

Tracks and reviews funding sources, budgets, project close -out, etc. for college construction projects using the SCO Interscope System. Provides technical assistance to the college capital staff.

Assists the Director with the monitoring and oversight of college capital financial activity for all colleges.

dormana@nccommunitycolleges.edu
919-807-7113

Lynne Gilbert

Capital Analyst

Analyzes capital projects for Capital Finance and Planning division.

Compares Cash Flows from the 58 community colleges to our Cash Flow for accuracy. Compiles Bond Status Report and Capital

Improvement Funds Expended or Obligated Report with capital data collected from the 58 Community Colleges. Collects and analyzes project data for Annual Private Bond Certification. Assists colleges with closing out projects and files.

When not at work, enjoys time with friends and family.

919-807-6960

gilbert@nccommunitycolleges.edu

Wilma Lee

Senior Accounting Specialist

Review and prepare documentation for Monthly State Board Agenda for the college's capital improvement items.

Serve as a team lead to train and be a resource for other specialist and technicians within the department.

leew@nccommunitycolleges.edu

(919) 807-7220

Joanne Kurtz

Accounting Specialist

Oversee Requests for Reimbursements.

Create and process journals, enter data into IBIS.

Review and analyze accounting data for Capital Improvement.

Love hiking, working in my yard & reading.

Kurtzj@nccommunitycolleges.edu

919-807-7174

Christina Cucurullo

Reimbursement Accounting Technician

Serves as Capital Projects Reimbursement Accounting Technician for the North Carolina Community College System Office.

Provides technical assistance to the 58 community colleges in the preparation of reimbursement requests, financial reports, and project close out documentation.

Provides accounting services in the preparation of budget documentation for submission to the Office of State Budget & Management (OSBM).

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919-807-7216

