



Important Information

August 21, 2026

Capital Planning

MIIA has long advocated the need for strategic planning and budgeting to ensure municipal buildings are safe, efficient, and effectively maintained to avoid preventable losses. Effective maintenance budgets and capital plans go hand in hand and are critical for continuity of key operations.

MIIA's Risk Management team is frequently asked to provide technical guidance on best practices that members might consider as they approach these important processes. Below are four documents that touch upon different elements for consideration and discussion.

[Capital Planning Process](#)

This document provides a high-level, phase-based approach to the process. It introduces the concept of a Facility Condition Assessment (FCA) and a Facility Condition Index (FCI), the importance of prioritization, and some grant and alternative funding considerations.

[Capital Planning Tools](#)

This document drills down on the FCA and FCI assessment tools, creation of a defined roadmap, and provides some additional resources.

[Municipal Facility Capital Planning & Lifecycle Management Guide](#)

This document provides a matrix of critical infrastructure elements, their normal life expectancy, level of criticality, magnitude of cost, and some Massachusetts specific notations.

[Key Resources for Massachusetts Facility Managers](#)

A list of resources covering preventative maintenance, capital planning, regulatory compliance, and emergency preparedness.

Additionally, we've included Division of Local Services' [Highly Recommended: Capital Planning Best Practices](#) for your review.

As we embark on the FY27 Grant and Rewards season, please be sure to review some of our offerings which may further assist with the establishment of effective and strategic maintenance budgets and capital plans. Please reach out to your MIIA Risk Manager to discuss these options.

@ 2025 MIIA. Solely for the benefit of MIIA members.

Disclaimer: The material contained herein is intended for general informational purposes only. It is not intended as legal advice and should not be construed as such. Any inquiries concerning Massachusetts law should be directed to a city solicitor, town counsel or other licensed attorney.

MIIA | 3 Center Plaza Suite 610 | Boston, MA 02108 US

[Unsubscribe](#) | [Update Profile](#) | [Constant Contact Data Notice](#)