

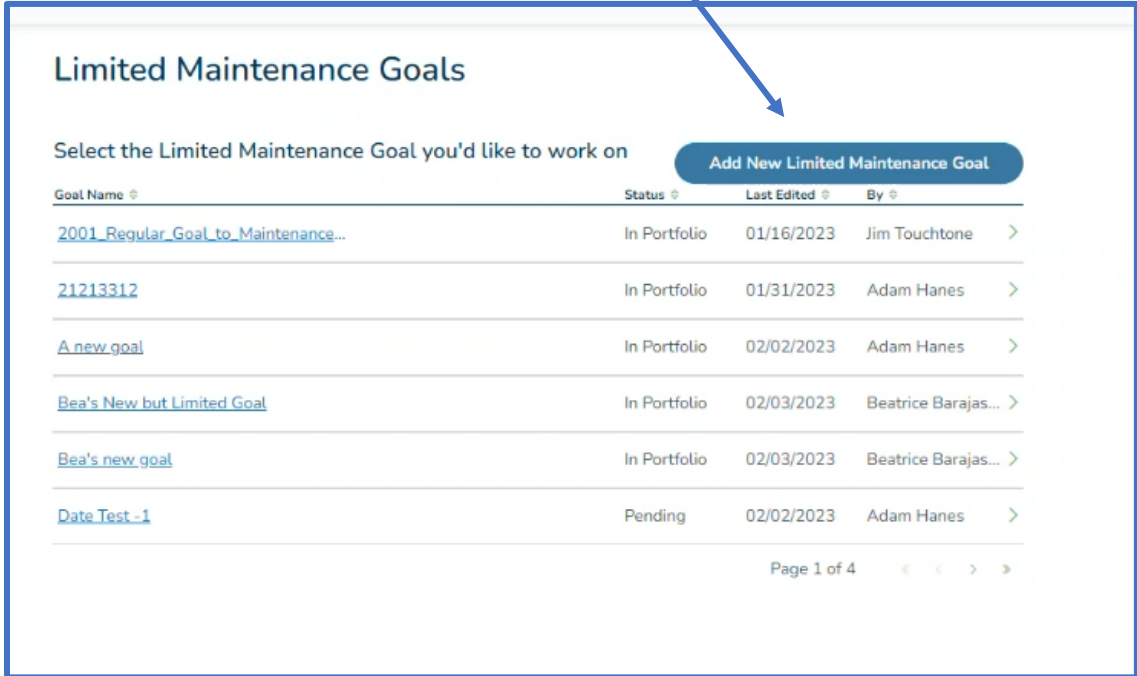
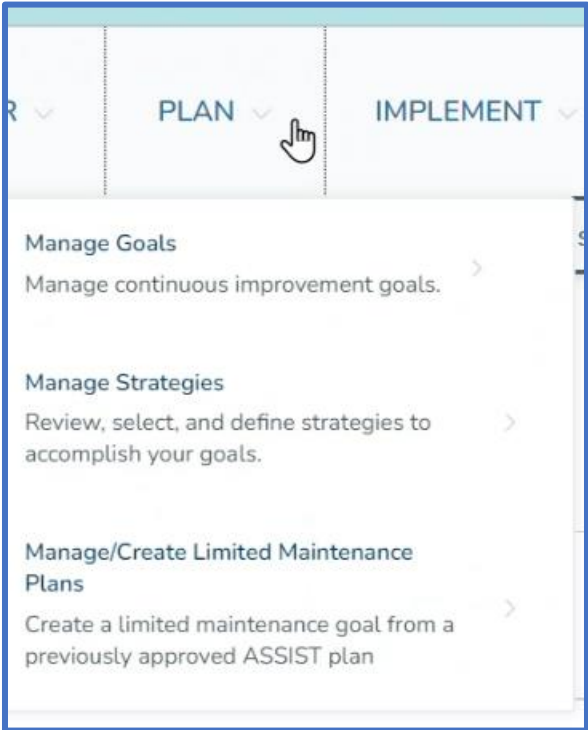
# How To Create and Maintain a Limited Maintenance Goal

## Create Limited Maintenance Goal

Limited Maintenance Goal function is located under Plan in the navigation bar.

Click on Manage/Create Limited Maintenance Plans and you will be directed to a page listing all your current limited maintenance plans and the ability to add a new Limited Maintenance goal.

You can create a new Limited Maintenance Goal by clicking on the blue button.



## Creating Limited Maintenance Goal

To start creating a limited maintenance goal, copy the goal name from your ASSIST plan.

The due date is automatically set for three years in the future.

Upload last year's Combined Budget Detail that includes **one funding source that funds the majority of the strategy**.

When selecting strategies, refer to your ASSIST plan. ASSIST strategies may not be in MiStrategyBank:

- If not, you will either select a strategy that is close to the original ASSIST strategy or add the strategy to the MiStrategy Bank. Here is a PowerPoint [presentation](#) to help you create strategies.
- Adding strategies will follow the same procedure when creating an active goal.

### Define Limited Maintenance Goal

**Goal Name**

**Goal Due Date**

**Previously Approved Consolidation Application Upload**  
Upload a PDF of your previously approved consolidated application

Drag & Drop  
to upload data  
or  
[Select Files](#)  
(Upload size cannot exceed 10mb)

**Select & Implement Strategies**

+ Add Strategy

## Maintenance Goal in the Portfolio

Limited maintenance goals are color-coded in green. Limited maintenance goals will have the monitor feature starting in the summer of 2023.

The screenshot displays the MICIP District Portfolio interface for Grand Ledge Public Schools. The top navigation bar includes 'DISCOVER', 'PLAN', 'IMPLEMENT', and 'REPORT'. The main header shows 'District MICIP Portfolio: All Active Buildings'. A left sidebar contains a 'Filters' section with checkboxes for 'On Target', 'Approaching', 'Due', and 'Overdue', and an 'Apply Filters' button. The main content area is divided into tabs: 'ACTIVE GOALS 8', 'MAINTENANCE GOALS 5', 'ARCHIVED GOALS 5', and 'PORTFOLIO HISTORY'. The 'MAINTENANCE GOALS 5' tab is active, showing a list of goals:

- Maintenance: TAN Test R2.5** (Contains 2 Strategies, On Target)  
Completed Date: 11/17/2022 | Target Completion Date: 11/22/2026 | Created Date: 11/15/2022
- Limited Maintenance: TEST MICIP-2002** (Contains 1 Strategy, On Target)  
Completed Date: 02/21/2023 | Target Completion Date: 02/17/2026 | Created Date: 02/16/2023
- Limited Maintenance: Tom Testing 2.6 Limited Maint...** (Contains 1 Strategy, On Target)  
Completed Date: 02/21/2023 | Target Completion Date: 02/17/2026 | Created Date: 02/17/2023
- Limited Maintenance: MICIP-2000** (Contains 1 Strategy, Overdue)  
Completed Date: 02/21/2023 | Target Completion Date: 02/17/2026 | Created Date: 02/17/2023