

**OLENTANGY LOCAL SCHOOL DISTRICT**  
Application for Improvements to School Facilities

Thank you for your interest in contributing funds for improvement to Olentangy School district facilities. In order for the Board to consider approval of your request, please complete the front and back of this application form and submit the completed form to:

**Office of Business Management**  
Olentangy Local Schools  
7840 Graphics Way  
Lewis Center, Ohio 43035  
Telephone: (740) 657-4008

Date of Request: \_\_\_\_\_

What group or organization do you represent? \_\_\_\_\_

**Please note: Individuals must show either proof of liability insurance coverage during the requested improvement project or documentation that they represent a PTO or booster organization that is covered with liability insurance through the district's insurance coverage.**

What is the proposed project? \_\_\_\_\_

What is the estimated value of the project? \_\_\_\_\_

How was this cost obtained? \_\_\_\_\_

**State statute requires that projects over \$50,000 be competitively bid within certain standards. Are you anticipating project costs in excess of \$50,000?**                      **Yes**        \_\_\_\_\_                      **No**        \_\_\_\_\_

For what purpose do you wish to make these improvements to the grounds/facilities?  
\_\_\_\_\_  
\_\_\_\_\_

Will the requested addition/improvement cost the district directly or indirectly? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What is the expected life of this improvement? (How long will it last before needing improvement?)  
\_\_\_\_\_

Who will be responsible for the maintenance or replacement of this improvement once it is completed?  
\_\_\_\_\_

How will any improvements be funded? \_\_\_\_\_

Will additional fundraising be necessary after the project completion? \_\_\_\_\_

If yes, please explain in detail. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Has this project been reviewed with the local building authority? \_\_\_\_\_

Will this project require a permit? \_\_\_\_\_

If yes, will you acquire a permit? \_\_\_\_\_

Location(s) where these improvements will be made? \_\_\_\_\_

Proposed date when the project will be started: \_\_\_\_\_

Estimated date of completion? \_\_\_\_\_

**The Board of Education will follow the required statutory process  
of competitive bidding for projects in excess of \$50,000.**

**Please list the names and addresses of all contractors to be used on this project.  
If additional contractors will be used, attach an additional sheet.**

	Name	Address	Phone
<b>Contractor #1</b>			
<b>Contractor #2</b>			

**Application Submitted by:**

**Name:** \_\_\_\_\_

**Home Phone:** \_\_\_\_\_

**E-Mail:** \_\_\_\_\_

**Cell Phone:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Business Phone:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Signature of Applicant**

**Signature of Building Principal or Assistant Principal**

Approved: \_\_\_\_\_ Date: \_\_\_\_\_

Denied: \_\_\_\_\_ Date: \_\_\_\_\_

Reasons: \_\_\_\_\_

\_\_\_\_\_

**Signature of Chief Operations Officer**

Approved: \_\_\_\_\_ Date: \_\_\_\_\_

Denied: \_\_\_\_\_ Date: \_\_\_\_\_

Reasons: \_\_\_\_\_

\_\_\_\_\_