
Facility Modification Project Proposal

| | |
|-----------------------------|--|
| Today's Date: | |
| Contact Information: | |
| Your name: | |
| Your Phone #: | |
| Alternate Phone # | |
| E-Mail address: | |
| Organization: | |
| Organization Contact name: | |
| Contact phone: | |
| Contact E-Mail: | |

| | |
|---|------------------|
| Project Description: | |
| School/Facility: | |
| Scope of Project: (please include drawings/plans for building modifications or site plan landscaping improvements) | |
| Proposed Project Schedule: | |
| Start Date: | Completion Date: |

CATEGORY:

Outdoor

☐

Indoor

☐

Other

☐

| | | |
|---|-------|-------|
| Funding | | |
| Estimated Cost: How much can the applicant commit to the project? (include documentation): | | |
| How will this project be funded? | | |
| What are the ongoing maintenance costs that are associated with this project? | | |
| What is the plan when assets need to be replaced? Who will fund the replacement? | | |
| Student Impact | | |
| Please describe the desired impact this project will have on students. | | |
| What other group(s) may this improvement/change impact and in what ways? | | |
| Title IX Requirements / ADA / EPA | | |
| Does this project have any impact on Title IX requirements, ADA, or EPA? | | |
| Applicant Signature: | | |
| Service Organization Authorized Signature: | | |
| Principal/Administrator Approval | | |
| I have reviewed this application and approve it for review by the Director of Operations. | | |
| Principal/Administrator Signature: | | Date: |
| Director of Operations Project Approval / Possible and no negative impact on building infrastructure or maintenance. | | |
| This project is approved. | | |
| Director of Operations Signature: | | Date: |
| Teaching and Learning Approval, if required | | |
| Chief Academic Officer: | Date: | |
| Core Approval: | | |
| Signature: | Date: | |
| Proof of General Liability Insurance | | |
| The liability insurance provided must comply with P-CCS District Policy. | | |
| Administrator Signature: | | Date: |