Community Volunteer Project Proposal

Projects Not Permissible (but not limited to):
Playground and Athletic structures & equipment
Plumbing
Lighting/Electrical/HVAC
Use of heavy equipment
Pesticide application
Interior/exterior painting

School: ___________________________ Date: ___________________________

Project Representative: ___________________________

E-mail: ___________________________ Phone: ___________________________

Type of Project
_____ Landscaping/grounds clean-up
_____ Picking up trash - exterior of school
_____ Memorial structure/garden

 _____ Picnic tables/benches
 _____ Other

Project Description:
________________________________________________________________________
________________________________________________________________________

Attach documentation such as drawings/designs, site plans, materials/supplies, photos, etc.

Estimated Cost: ___________ Schedule/Completion Date: ___________

Funding: (mark all that apply) __PTSA __District __Bldg. __ASB __Workforce __Professional __Volunteer

Signature ___________________________ Date: ___________________________

Principal Approval

Signature ___________________________ Date: ___________________________

Maintenance Supervisor Approval

Signature ___________________________ Date: ___________________________

District Office Approval

District Office Comments:
________________________________________________________________________
________________________________________________________________________

Submit proposal to the Office of the Assistant Superintendent, Business & Operations, at the District Office for approval. Projects are not approved until proposal has been reviewed and accepted by all parties. Conditions of Approval, if required, will be provided to Project Representative and Site Administrator.

4.2023