# http://new.rsccd.edu/Style%20Library/RSCCD/Images/rsccd-logo.png

# PROJECT APPROVAL FORM

|  |  |
| --- | --- |
| **1. SUMMARY INFORMATION** | Project Name: |
| 1. New Project or Change to Existing Project? | ❑New ❑Modification |
| 1. Project Number (if assigned): |  |
| 1. Site / Location: |  |
| 1. Total Estimated Budget: |  |
| 1. Source of Funds: |  |
| 1. Project Timeline: |  |
| 1. Anticipated Project Completion Date: |  |
| 1. To be Managed by: |  |
| 1. Board Approval Date (if applicable): |  |
| 1. Bid No (if applicable): |  |

|  |
| --- |
| **2. DETAILED PROJECT DESCRIPTION** |
|  |

**Fill out reverse side for detailed project budget requirements.**

Requested by:

Signature Name & Title Date

Approved by:

Signature Date

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Object** | **Description** | **Estimated Cost** | **Object** | **Description** | **Estimated**  **Cost** |
|  | **Sites** |  | **6209** | Buildings - Equipment Lease |  |
| **6111** | Sites - Appraisals |  | **6210** | Buildings - Equipment Rental |  |
| **6112** | Sites - Relocation |  | **6211** | Buildings - Facility Lease |  |
| **6113** | Sites - Escrow Fees |  | **6212** | Buildings - Facility Rental |  |
| **6114** | Sites - Legal Expenses |  | **6213** | Buildings - Labor Compliance |  |
| **6115** | Sites - Contracted Services |  | **6214** | Buildings - Legal Expenses |  |
| **6116** | Sites - Licenses, Fees & Taxes |  | **6215** | Buildings - Licenses, Fees & Taxes |  |
|  | **Site Improvements** |  | **6216** | Buildings - Modular, Lease Purchase |  |
| **6121** | SI - Legal Expenses |  | **6217** | Buildings - Relocation/Moving |  |
| **6122** | SI - Contracted Svcs |  | **6218** | Buildings - Construction Site Utilities |  |
| **6123** | SI – Architects Fee |  | **6220** | Building Improvements |  |
| **6124** | SI- Blueprint/Reproduction |  | **6221** | Leasehold Improvements |  |
| **6125** | SI- Construction Mgmt |  |  | **Library Books** |  |
| **6126** | SI- Construction Tests |  | **6311** | Library Books - Audio Visual |  |
| **6127** | SI - Demolition Costs |  | **6312** | Library Books - Comp Software |  |
| **6128** | SI - DSA Fees |  | **6313** | Library Books - Library Systems |  |
| **6129** | SI - Engineering Costs |  | **6314** | Library Books - Microforms |  |
| **6130** | SI- Equipment Lease |  | **6315** | Library Books - Periodicals |  |
| **6131** | SI- Equipment Rental |  | **6316** | Library Books - Reference Data |  |
| **6132** | SI- Facility Lease |  | **6317** | Library Books - Upgrade |  |
| **6133** | SI- Facility Rental |  | **6410** | Equipment - All Other > $1,000 |  |
| **6134** | SI- Labor Compliance |  | **6411** | Equipment - Federal Programs |  |
| **6135** | SI- Licenses, Taxes |  | **6412** | Equipment - Modular Furniture |  |
| **6136** | SI- Modular, Lease Purchase |  | **6413** | Equipment - Other Contract Svcs |  |
| **6137** | SI- Relocation/Moving |  | **6414** | Equipment - Software > $1,000 |  |
|  | **Buildings** |  | **6415** | Equipment - Technology >$1,000 |  |
| **6201** | Buildings - Architects Fee |  | **6416** | Equipment - Vehicles |  |
| **6202** | Buildings - Blueprint/Reproduction |  | **6419** | Equip/Software - >$200 <$1,000 |  |
| **6203** | Buildings - Construction Mgmt |  | **6420** | Replacement Equipment |  |
| **6204** | Buildings - Construction Tests |  | **6430** | Lease-Purchase - All Other |  |
| **6205** | Buildings - Contracted Svcs |  | **6431** | Lease-Purchase - Fed Program |  |
| **6206** | Buildings - Demolition Costs |  | **6432** | Lease-Purchase - Modular Furniture |  |
| **6207** | Buildings - DSA Fees |  | **6433** | Lease-Purchase - Software |  |
| **6208** | Buildings - Engineering Costs |  | **6997** | Project Contingency - Design |  |
|  |  |  | **6998** | Project Contingency - Construction |  |
|  |  |  |  | **Total Estimated Cost** |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |