# 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**  |   |
|  |  |  |  |  |  |
|  |  |  |  |  |  |