

**APPLICATION FOR APPROVAL OF VOLUNTEER FACILITY & GROUNDS
IMPROVEMENT PROJECTS**

Date: _____ Building: _____

Volunteer Person or Organization: _____

Contact Person: _____ Phone # _____

Activity Date (s): _____ Estimated # of Participants: _____

Start Time: _____ AM _____ PM End Time: _____ AM _____ PM

Proposed project (include a complete scope of the project and details of specific activities and location):

Describe equipment & machinery which will be used in completing the project. Include whether District equipment or personally/professionally owned:

Other materials/supplies which will be furnished by Volunteer/Volunteer Group:

Requested By: _____ Building Principal: _____

Copy to Foreman: _____

Approved _____ Need More Information _____ Not Approved _____

Explanation: _____

Copy to Union: _____

Bargaining Unit Representative

Approved _____ Need More Information _____ Not Approved _____

Explanation: _____

Copy to Director of Facilities: _____

Approved _____ Need More Information _____ Not Approved _____

Explanation: _____