



Project Name/ID \_\_\_\_\_

## Capital Improvement Donation Substantial Scale Project Pre-Construction Check List

### FORM 3B OF 3

Funders are required to turn over funds to GCS for projects designated Substantial Scale. The Funder will designate a representative to act on its behalf to make financial and project scope decisions.

Please provide the following:

Funder Representative Name: \_\_\_\_\_

Funder Representative Address: \_\_\_\_\_

Funder Representative E-mail: \_\_\_\_\_

Funder Representative Phone: \_\_\_\_\_

	Yes	No	Comments
Superintendent and/or his/her designee have completed a feasibility study and determined the budget and project plan should be recommended to the Board of Education for approval.	<input type="checkbox"/>	<input type="checkbox"/>	
Superintendent and/or his/her designee have verified all funds are raised by the funder and are secured in an account designated for Capital Improvement. (Attach statement to this document)	<input type="checkbox"/>	<input type="checkbox"/>	
The project has been approved by the Board of Education. (Attach minutes to this document)	<input type="checkbox"/>	<input type="checkbox"/>	
50% of the project budget has been turned over to GCS. (Attach GCS budget code information to this document)	<input type="checkbox"/>	<input type="checkbox"/>	



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## Capital Improvement Donation Substantial Scale Project Pre-Construction Check List

### FORM 3B OF 3

Funder Representative:

\_\_\_\_\_

(Print Name)

\_\_\_\_\_

(Signature)

(Date)

Principal:

\_\_\_\_\_

(Print Name)

\_\_\_\_\_

(Signature)

(Date)

Superintendent or Designee:

\_\_\_\_\_

(Print Name)

\_\_\_\_\_

(Signature)

(Date)