

MEREDITH PROJECT PROPOSAL AND APPROVAL

Proposed Project # _____ (To be determined by facilities)
Proposed Date of Project: _____ Start _____ End

Project Objective: _____

Description of Project: _____

Priority Classification: _____
Priority Key: (1) Life Safety/Code Requirement/Regulatory or building failure within one year
(2) Building integrity or failure predicted 1 -3 years or college mission critical
(3a) Cost reduction, equipment/employee efficiency, sustainability
(3b) Building integrity or failure predicted in 3 - 5 years or college or college mission support

Project Cost: _____

Budget number assignment: _____
Funding source: _____

Cost Justification: attach any supporting documentation

Person/s responsible for project implementation: _____

Results of postponing or eliminating project:

Cross Reference to Five Year Plan Project # _____
(or other document)

Recommended by: _____
Date

Approved by: _____ Date
Dept. Head Facilities Review Date

Approved by: _____
Adminstration Date