

# CUSD PROJECT PROPOSALS SELF/OUTSIDE FUNDED REQUESTS

Please submit all requests to Eric Dill at [eric.dill@carlsbadusd.net](mailto:eric.dill@carlsbadusd.net)  
and CC Cathy Gunzelman at [cgunzelman@carlsbadusd.net](mailto:cgunzelman@carlsbadusd.net)

REQUESTED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

SCHOOL SITE: \_\_\_\_\_

PROJECT/REQUEST NAME: \_\_\_\_\_

**1. Detailed description of PROJECT or REQUEST:**

*(Location, Background, Description, Quantity, Design Needed)*

**2. Special Conditions:**

*(ADA, Fire- Life-Safety, Structural, Codes, Permits, Approvals, Hazardous Waste, Special Inspection)*

**3. Justification and Timing:**

*(Urgency, Priority, Reason, Schedule Coordination, Sequencing, Requested Start Date)*

**4. Estimated Cost, Anticipated Needs, and Funding Source:**

*(Quotes, Labor, Material, Equipment, Design, Project Management, Site Supervision)*

Proposal received by:	Date Received	Signature
Assistant Superintendent		
Cabinet		
Maintenance & Operations Dept.		
Project Determination:		