# School Capital Fund Commission
## Request Submission Template

Below are some recommended data elements that may be helpful to include for each project request.

Additionally, definitions of each element and a table with some example data have been provided for clarity.

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|---:|:---|
| **Priority Rating:** | A ranking of importance compared to all other project requests |
| **School:** | The campus, building, or physical location for the project |
| **Project Description:** | A summary description of the major work to be performed |
| **Estimated Cost/Funding Request:** | The total amount requested from the School Capital Fund Commission to fund this project |
| **Funding Needed By:** | The date funding is required to be available |
| **Summer Project Only:** | Indication that the project work can only be performed during the summer (out-of-school) session. |
| **Estimated Duration (Months):** | The expected length of time from issuance to total consumption of supplied funding. |
| **Type of Project:** | A broad categorization of the type of project |
| **Guiding Criteria:** | The SCFC criteria being met with this project |

**Example Project Data**

| | | | | | | | | Commission Guiding Criteria | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Priority Rating | School | Project Description | Estimated Cost/ Funding Request | Funding Needed By | Summer Project Only | Estimated Duration (Months) | Type of Project | Corrects Safety and Health Concerns | Complies with Legal Requirements | Maintains Lowest Life-Cycle Cost | Improves the Education Environment |
| 1 | Montford School | Complete High Priority Needs-replace windows, convert classrooms, install ADA elevator | $ 4,016,000.00 | 7/1/2017 | No | 18 | Major Maintenance | Yes | Yes | | Yes |
| 2 | Ira B. Jones Elementary | Critical-Replaces roof decking. | $ 2,145,000.00 | 7/1/2017 | No | 2 | Roofing | Yes | Yes | | Yes |
| | Asheville City Pre-School | Paving, installing new road | $ 190,000.00 | 7/1/2017 | Yes | 2 | Paving | Yes | Yes | | Yes |
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Select School System

Asheville City Schools