

## **Buncombe County Schools** **Playground Planning and Construction Checklist**

This checklist is required to be submitted with appropriate documentation to the BCS Facilities Director prior to project commencement. The principal is encouraged to submit the checklist at the earliest planning stages in order to request project approval and assistance to initiate the project.

<b>School/Facility</b>	<b>Principal</b>	<b>Submittal Date</b>
	Project description:	
	Point of contact (phone/email):	
	Site location sketch:	
	Equipment specifications and layout plan:	
	Surfacing materials and depth:	
	Border materials:	
	Estimated line item cost list:	
	Funding source or responsible entity:	
	Timeline of planning, funding and installation:	
	Execution of "Agreement Involving Improvements by Outside Organizations":	

**CONCEPTUAL APPROVAL:**

\_\_\_\_\_  
Facilities Director

\_\_\_\_\_  
Date

**PROJECT APPROVAL:**

\_\_\_\_\_  
Facilities Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Maintenance Director

\_\_\_\_\_  
Date