

**Deferred Maintenance Project List Template**

<b>Department Name:</b>	
<b>Fiscal Year:</b>	
<b>Deferred Maintenance Contact:</b>	
<b>Phone/Email:</b>	

**The undersigned, on behalf of the Department, certifies and agrees:**

This deferred maintenance project list was prepared under my supervision, or the supervision of other Department personnel for whom I am responsible, and to the best of my knowledge the information is accurate, correct, and complete.

<b>Name of Department Representative:</b>	
<b>Title:</b>	
<b>Signature:</b>	
<b>Date:</b>	

**Deferred Maintenance Project List Template Instructions**

- Deferred maintenance projects should be listed in priority order and should include the following:
  - **Facility Location:** Should include the facility/district/unit name and address, and should NOT include acronyms.
  - **Project Title and Description:** Should include a meaningful description of the deferred maintenance project.
  - **Estimated Cost:** Estimated project cost.
- The cover page of the project list must be signed by a Department Representative (Deputy Director or above).

Department Name: -

Facility Location	Project Title and Description	Estimated Cost
<i>California School for the Deaf, Riverside 3044 Horace St. Riverside, CA 92506</i>	<b>See example project below</b> <i>(please remove example prior to submitting project list)</i>  <i>Fencing Repair - Repair damaged sections of fencing and replace damaged gate openers on the east side of the campus.</i>	\$ 250,000
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