



Florida Department of Environmental Protection

DIVISION OF RECREATION AND PARKS
PARTNERSHIP IN PARKS PROJECT COMMENCEMENT FORM

Required Signatures: Adobe Signature

1. Project Title _____

2. Park _____

Citizen Support Organization (CSO) _____

3. Project Begin Date _____ End Date _____ District _____

4. Project Manager _____

___ Bureau of Design and Construction ___ District ___ Park

5. Contractor Indicate if this project will necessitate a single vendor or multiple vendor agreement.

___ Single ___ Multiple

6. Verification of Funds

The CSO must provide documentation of fund availability. Attach a bank statement or other verification documentation. ___ Attached

Yes No Attached

7. If the project scope has changed, submit a project amendment. ___

8. Attach the Project Budget Sheet. Indicate if it has been altered. ___

9. Attach the Project Allocation Form. ___

10. Project Work Schedule Attach additional sheet as needed.

Item Project Completion Date

Table with 2 columns: Item, Project Completion Date. Multiple rows for listing items and their completion dates.

11. Approvals

	Approved	Date Approved	Approved By
a. Park			
CSO President	_____	_____	_____
Park Manager	_____	_____	_____
b. District			
Bureau Chief	_____	_____	_____
c. Office of Operations			
Bureau of Design and Construction	_____	_____	_____
Grants Coordinator	_____	_____	_____
Budget Coordinator	_____	_____	_____

Approved

The Division of Recreation and Parks has approved the above named project. The CSO is hereby authorized to proceed with the project

Director or Designee, Division of Recreation and Parks _____ Date _____

Project Number _____ Fiscal Year _____