



East Bay Charter Township Civic Project Proposal Form

Please complete all items below for your proposed project. If you have questions concerning possible projects, please visit the township's website for a current listing of project ideas.

PROJECT DETAILS

What is the project that you are planning? _____

Who will benefit from your project? _____

How will this group benefit? _____

Please attach a brief description of your project. Be sure to provide the following information: present condition of project area; project planning details; estimated start and end dates; any safety hazards that might be encountered and how each participant's safety will be ensured.

Proposed start date: _____ Proposed end date: _____

This project will be reviewed by one or more Township staff who will help guide you through the process of presenting your idea to the appropriate board or commission. It is your responsibility to set a meeting date with the Township staff to discuss project plans and equipment details. If you have any questions, please contact East Bay Township at 231-947-8647.

Name: _____

Troop Number (if applicable): _____

Address: _____

Phone: _____

Email: _____

By signing below, I agree and understand that my project proposal will be of significant value to this community. I agree to personally arrange a meeting between myself and the East Bay Township staff to discuss my project proposal, planning details and to obtain approval from the appropriate sources. I understand that I must provide proposed start and end dates along with my planning procedures. If these plans or dates change, I will contact the appropriate East Bay Township staff member. Any major changes in the planning or project procedure must be submitted in writing. Finally, I understand that I must submit a final report that should, at least, contain the following: project details, how this project benefited the community, any problems encountered and any changes in the proposed plan.

Signature _____ Date: _____

Signature of Parent or Guardian if under 18 years of age: _____

Thank you for your interest in making East Bay Township a better place for residents and visitors!