



RISK CONTROL GRANT APPLICATION FISCAL YEAR 2016-17

Part 1: Project Description

_____ Date

In accordance with the ASCIP guidelines, _____
District Name

submits this application for the purpose of eliminating or reducing hazards associated with the following risks:

	Auto Liability		Auto Damage		Crime
	General Liability		Property		Workers' Compensation
	Other (Describe)				

CONTACT INFORMATION

Project Contact: _____

Phone: _____

Email: _____

Alternate Project Contact (if any): _____

Phone: _____

Email: _____

Provide a brief description of the project and the hazard the project will reduce or eliminate: _____

Total Project Cost: \$ _____

Total Contribution by District (if any) \$ _____

Estimated Project Completion Date: _____

Please send completed application to Reshan Cooray, Director of Risk Services, by 5PM on September 2, 2016.

Part 2: Narrative (Please use additional pages as necessary)

1. Define the scope of the issue or situation. Include data and measureable impacts of the project, target population and other pertinent information that will assist to understand the extent of the issue. (15 pts)

2. Identify all groups that will be involved in the project's management and implementation.
(10 Pts)

3. Describe the proposed solution to the above defined issue or situation. (40 pts)

4. Provide an action plan with timeline for the project including the projected start and estimated completion dates. Attach supporting documents as necessary. Below is a sample template that can be used. (20 pts)

Action Date	Action to be Completed

5. Provide a detailed budget for the project. Attach supporting documentation as appropriate. Additionally, please include infrastructure costs and/or district contribution (if any). (15 pts)