# CAPITAL PROJECT AND OUTLAY INFORMATION FORM

**NAME OF DISTRICT:**

**DATE:**

**INSTRUCTIONS:** Please complete this form and submit with budget package for all capital projects or equipment either underway or planned for implementation and acquisition.

---

**NAME OF PROJECT OR EQUIPMENT:**

**DESCRIPTION:**

**EXPENSE CATEGORY:**

**IS PROJECT UNDERWAY:** YES ____  NO ____  IF YES, BEGINNING DATE __________

ESTIMATED END DATE __________

% COMPLETE __________

IF NO, EST BEGINNING DATE __________

ESTIMATED END DATE __________

**TOTAL ESTIMATED COST:** __________________________

---

**NAME OF PROJECT OR EQUIPMENT:**

**DESCRIPTION:**

**EXPENSE CATEGORY:**

**IS PROJECT UNDERWAY:** YES ____  NO ____  IF YES, BEGINNING DATE __________

ESTIMATED END DATE __________

% COMPLETE __________

IF NO, EST BEGINNING DATE __________

ESTIMATED END DATE __________

**TOTAL ESTIMATED COST:** __________________________

---