



PROJECT PROPOSAL PROCESS

All Sun City Grand residents, Clubs and Interest Groups are welcome to propose projects to the Sun City Grand Board of Directors. The process for submitting a proposal and the Project Proposal Diagram (*glossary of terms listed below), which shows the path the project will follow from inception to end, are included with this form. You can refer to the Strategic Plan, which can be found on grandinfo.com, as a resource. Submit your completed Project Proposal Application to CAM Administration Offices located in the Palm Center (a copy will be provided to the Chair of the Lifestyles Advisory Committee).

Once your project proposal has been submitted, you will be notified of the Lifestyles Advisory Committee meeting date and time at which your proposal will be discussed. You are expected to attend that meeting and be prepared to respond to questions regarding your proposal and requests for additional information.

*Glossary of Terms for the Project Proposal Diagram:

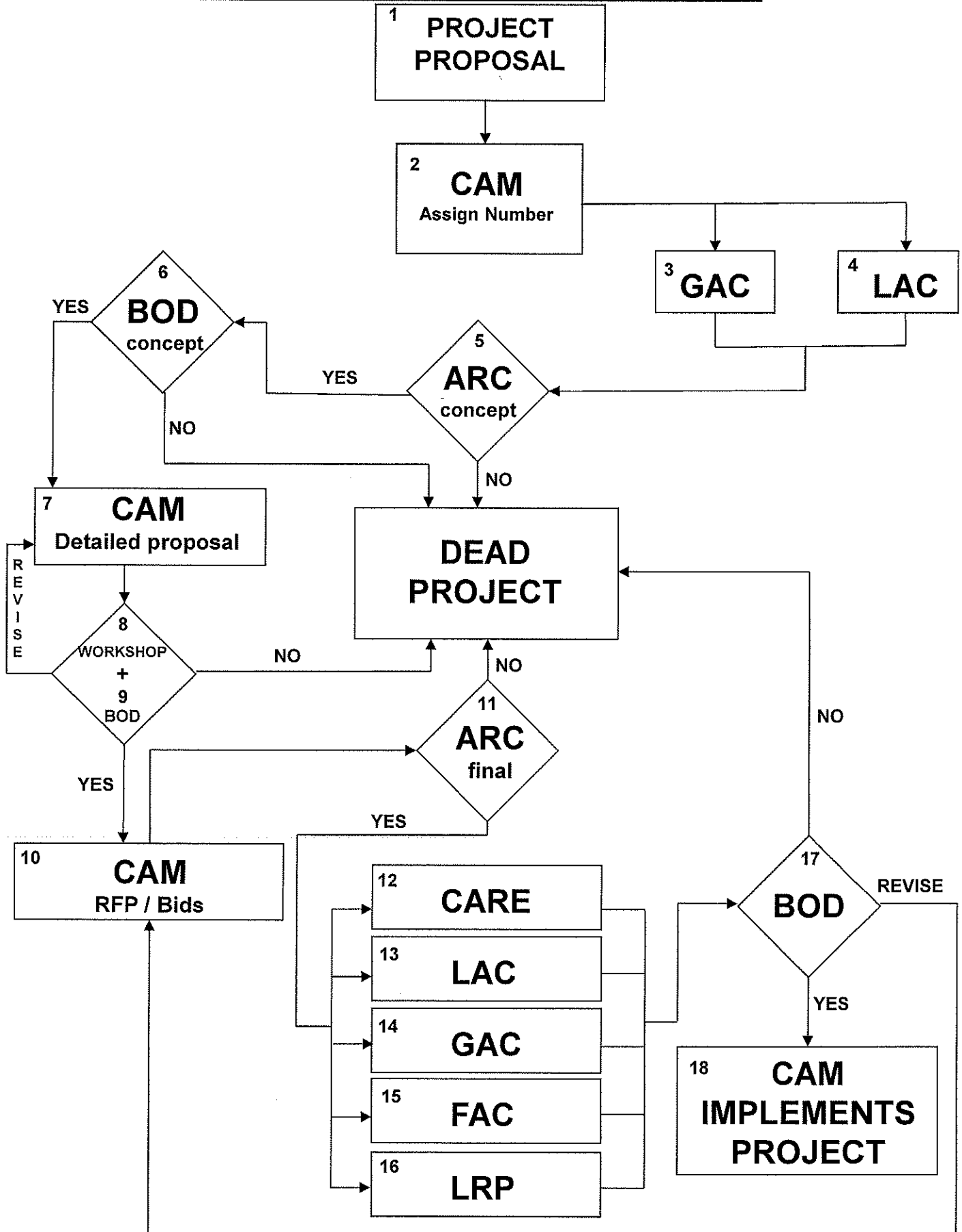
L.A.C	Lifestyles Advisory Committee
C.A.M	Community Association Management
B.O.D	Board of Directors
A.R.C	Architectural Review Committee
C.A.R. E	Community & Residential Enhancements Advisory Committee
F.A.C	Finance Advisory Committee
G.A.C	Golf Advisory Committee

Project Development Process (PDP)

To qualify for the PDP, proposals are new, redesigned, or expanded facilities (generally costing greater than \$ 50,000) using CARE or Capital funding (reserve funding may be used for rehabilitation of existing facilities as part of the project). They begin as a concept, develop into alternatives, evolve into a detailed final design to achieve a defined result and are ultimately constructed according to an approved design.

- 2- CAM receives proposals from individuals, clubs, committees, or themselves and assigns a PDP number if they qualify for the process as defined above
- 3- GAC discusses a PDP proposal and provides their recommendation to the BOD as to whether or not is supports Sun City Grand's strategic plan on golf projects
- 4- LAC discusses a PDP proposal and provides their recommendation to the BOD as to whether or not is supports Sun City Grand's strategic plan on non golf projects.
- 5- ARC reviews proposals (when appropriate) as to meeting the aesthetics of Sun City Grand.
- 6- The BOD reviews the CAM prepared rough concept and recommendations from the LAC and/or GAC and votes to move the proposal forward or disapprove.
- 7- If Yes, CAM expands the rough concept into an expanded concept with additional narrative and graphics so everyone can understand what is being proposed.
- 8- The BOD discusses the expanded concept at a workshop and listens to resident and CAM staff comments.
- 9- The BOD votes at a meeting to move the expanded concept forward or disapprove or send it back to CAM for further consideration as directed in a motion.
- 10- If Yes, CAM finalizes the expanded concept based upon comments at the BOD workshop, prepares the final designs, RFP, solicits bids, reviews bids, selects a bidder, and presents to the appropriate Board advisory committees.
- 11, 12, 13, 14, 15, 16 – The appropriate Board advisory committees review the proposal and make their recommendations to the BOD.
- 17- The BOD reviews the final design and recommendations from the various committees and CAM and votes to approve the proposal with appropriate funding or disapprove proposal.
- 18- CAM implements the proposal.

PROJECT DEVELOPMENT PROCESS



Date of Application: _____

Tracking # _____

CAM # _____

PROJECT PROPOSAL APPLICATION

Proposer's name: _____

Phone #: _____ Email: _____

Summary of Proposal: (limit to 100 words) _____

Club/Interest Group affiliation YES NO if yes, list name: _____

Describe your proposal in greater detail (attach additional sheets if necessary):

How does it benefit the residents of Sun City Grand; what is its value to the greater Sun City Grand community? _____

Which goal(s) in the Strategic Plan does this relate to? How does this further the plan's vision?

If known, is this a previously presented proposal, and what was the outcome?

Submit completed application to the General Manager's office in the Palm Center,
19726 N. Remington Drive. For questions, call 623-546-7473 or email Julie.madden@scgcam.com.