

***This document is to be filled out by the agency after funds have been awarded by the TDC in May.***

PROJECT NO. \_\_\_\_\_

**EXHIBIT "A"  
BEACH AND SHORELINE  
PROJECT PLAN**

Project Type:        Maintenance                      Capital

This Project Plan will be used in the formalization process for reimbursement and deliverables for approved Beach and Shoreline Projects. It is intended as a summary of the information provided in the Funding Request.

**PROJECT DESCRIPTION**

**PROJECT TASKS:** List key tasks to be performed with this funding

**DELIVERABLES & DUE DATES**

- Reimbursement for expenditures is contingent upon COUNTY approval in accordance with the Funding Paragraph in the Agreement. The AGENCY must provide justification for the expenditure that will require documentation including, but not limited to, the purpose and necessity of the expenditure, the reason the expenditure was not included in the consultant or contractor agreement with the AGENCY expenditure cost comparisons and justification of the cost.
- Project Status Reports for Capital Projects are to be submitted quarterly.
- Project Reimbursement Requests are to be submitted monthly for Maintenance projects and quarterly for Capital projects.
- Final Reimbursement Request Due by October 20th. (include photos and proof of TDC recognition (ie. website mention, TDC logo on facility signage or equipment)
- The COUNTY shall respond to the agency within twenty (20) business days of receipt of the Final Reimbursement request.
- The agency shall respond the COUNTY'S questions within twenty (20) business days of receipt by the agency.

*\* Please add any additional deliverables in the box below.*

**CAPITAL PROJECT SCHEDULE**

DESCRIPTION	COMMENCE	ESTIMATED COMPLETION

**PROJECT BUDGET**

Please attach the Budget form from the original funding request.

*Please attach this Project Plan to the interlocal agreement prior to approval by your agency.*