



SITE MAINTENANCE

Has any excessive growth been removed?			YES	NO
<input type="checkbox"/> Estimate Acquired		<input type="checkbox"/> Board Approved		
Target Date:	Amount Funded:	Work Completed:		
Have fences been repaired and painted?			YES	NO
<input type="checkbox"/> Estimate Acquired		<input type="checkbox"/> Board Approved		
Target Date:	Amount Funded:	Work Completed:		
Has asphalt roads and walkways been patched, repaired, and sealed?			YES	NO
<input type="checkbox"/> Estimate Acquired		<input type="checkbox"/> Board Approved		
Target Date:	Amount Funded:	Work Completed:		
Has outside perimeter lighting been checked?			YES	NO
<input type="checkbox"/> Estimate Acquired		<input type="checkbox"/> Board Approved		
Target Date:	Amount Funded:	Work Completed:		

BUILDING EXTERIOR MAINTENANCE

Have building surfaces been washed of accumulated dirt?			YES	NO
<input type="checkbox"/> Estimate Acquired		<input type="checkbox"/> Board Approved		
Target Date:	Amount Funded:	Work Completed:		
Has ivy been removed from building walls and fences?			YES	NO
<input type="checkbox"/> Estimate Acquired		<input type="checkbox"/> Board Approved		
Target Date:	Amount Funded:	Work Completed:		
Has the building exterior been painted (as required)?			YES	NO
<input type="checkbox"/> Estimate Acquired		<input type="checkbox"/> Board Approved		
Target Date:	Amount Funded:	Work Completed:		



Have door hinges and hardware been lubricated?		YES	NO
<input type="checkbox"/> Estimate Acquired		<input type="checkbox"/> Board Approved	
Target Date:	Amount Funded:	Work Completed:	
Has broken glass been replaced?		YES	NO
<input type="checkbox"/> Estimate Acquired		<input type="checkbox"/> Board Approved	
Target Date:	Amount Funded:	Work Completed:	
Has loose and disintegrated mortar been replaced?		YES	NO
<input type="checkbox"/> Estimate Acquired		<input type="checkbox"/> Board Approved	
Target Date:	Amount Funded:	Work Completed:	

BUILDING INTERIOR MAINTENANCE

Have rubbish, boxes, debris, and combustibles been removed from:

Paths of exit?	YES	NO	Work Completed:
Doorways?	YES	NO	Work Completed:
Stairs?	YES	NO	Work Completed:
Under stairs?	YES	NO	Work Completed:
Furnace and utility rooms? (Never use for storage.)	YES	NO	Work Completed:
Around flues and chimneys?	YES	NO	Work Completed:
Around any heating equipment?	YES	NO	Work Completed:
Electrical panel areas?	YES	NO	Work Completed:



EQUIPMENT MAINTENANCE

Has the boiler been checked? YES NO

Estimate Acquired

Board Approved

Target Date:

Amount Funded:

Work Completed:

Have the boiler and pipes been checked for leaks? YES NO

Estimate Acquired

Board Approved

Target Date:

Amount Funded:

Work Completed:

Has the septic tank been pumped out? (Pump septic tanks at least once every 4 years or per manufacturer recommendation.) YES NO Date of last cleaning:

Estimate Acquired

Board Approved

Target Date:

Amount Funded:

Work Completed:

Have burned out light bulbs been replaced? YES NO

Estimate Acquired

Board Approved

Target Date:

Amount Funded:

Work Completed: