



Building Improvement Project

The Association of Residence Halls wishes to extend to you, The Residence Hall Councils, an opportunity to improve your current hall. This year ARH is giving each building the opportunity to submit written bids for something that would improve their building. Then ARH will provide the funds needed to purchase this item, or items for the improvement project.

ARH will be giving one Hall Council a monetary allowance of \$1000 for their improvement project. So how does your Hall Council get the check? Each hall council will create a written bid no more than three pages long (double or single spaced, pictures included, 12pt. Times New Roman). The ARH Exec board will then judge these bids and the most deserving Hall council will receive the money. We know that every building has much needed improvements and these requests are coming from the resident. The project ideas that are not selected by the ARH Exec board will be passed along these to Nathan Thomas, the Director of Residential Living for consideration in next year budget. The only catch is that we cannot guarantee that there will be money allotted for these projects in the future. That's why it is crucial to take time when creating your bid, so that ARH selects you.

ARH will only supply the money. The Hall Council is responsible for buying materials, and completing the project if necessary. Some examples of projects include: purchasing new couches for your buildings lobby; hiring people to re-carpet one or more lounges; buying accessories for lounges (tables, chairs, microwaves, coffee makers etc); improvements to game rooms; new grills; additional lighting; new paint job; and the list goes on and on. Remember that this is only a partial list. Be creative. If you aren't sure if you are able to do a particular project just ask. Some limitations on the projects include but are not limited to; changing or altering building structure, changes to resident rooms. Also project must benefit residents and include approval of the advisors. The project doesn't necessarily have to be in the building. For example some possible improvement locations could be the area between Harper and Wyckoff, the area between Geisert and Heitz, the areas around the residence halls.

The Bid Should Include:

- All Details of the Bid
- Price quotes including where that material will be obtained
- How the project will benefit the residents
- All information so the ARH Exec Board can make an informed decision

Lastly, before the end of the school year, the awarded hall council will be required to present the ARH Exec board with pictures of the completed project. Any questions ask (msmetana@bradley.edu) or Louise Osborn (losborn@bradley.edu).

Important Due Dates:

- April 7th Bids are due to Matt (msmetana@bradley.edu) in electronic or paper form
- April 9th Winner is announced and check given to Hall councils at ARH General Assembly
- May 6th winning Hall Council presents project to ARH Exec Board Meeting