

## **Municipal Accessibility Advisory Committee (MAAC) Project Team Request Form – Director’s Approval**

As per the City of Kingston Accessibility Consultation Process Policy, this form must be completed by the staff lead and signed by their Director. Upon the approval of the Director, the staff lead will email the completed form with signatures to the Committee Clerk for MAAC and the Deputy City Clerk.

Staff lead:

Project Contact:

Project Name:

Project Location:

Project Description: Provide a brief project overview including a description of the scope of the work and estimated timing for initial meeting and completion of the project.

Staff lead:

Date:

Director’s Approval:

Date: