Design Assistance Request
Department of Landscape Architecture
SUNY College of Environmental Science and Forestry
Telephone: 315-470-4721    E-mail: mfking@esf.edu
Department website: http://www.esf.edu/la/
Center for Community Design Research: http://www.esf.edu/ccdr/
Center for Cultural Landscape Preservation: http://www.esf.edu/cclp/

Name: ____________________________________________

Organization Representing: _______________________________________________________

Contact Address: ________________________________________________________________

Project Site Address (if different): ________________________________________________

Phone Number: __________________________ Email ________________________________

Date of Request: __________________________

I have read the document titled “Working with the DLA” _____ (please check)

Based on the descriptions provided in “Working with the DLA” which Design Assistance Category do you think your project fits into?

_____ General Department          _____ Community Design Research

_____ Cultural Landscape Preservation   _____ Not sure

1. Description of Project (Please attach photographs of the site if available)

2. What do you hope to accomplish by working with faculty, staff and students of the DLA on this project?
3. Will you be able to cover the required costs, if any, as described in “Working with the DLA”, or will you need to seek a funding source?

4. What project or site documentation is available (survey, historical data, zoning and land use maps, photographs, etc.)?

5. What is the desired time frame for assistance?

6. Who are the major stakeholders in the project and how do you envision them participating in the project?

7. How do you anticipate using the outcomes or products of the project?

Additional Comments: