

APPLICATION FOR COMMUNITY PRESERVATION ACT GRANT

Town Meeting Cycle:

PROJECT NAME:

Date:

Name of Applicant:

Sponsoring Organization:

Applicant's Address:

Phone Number:

Email:

CPA Category (Circle all that apply. Please indicate approximately what percentage applies to each category.)

Open space Historic Preservation *Recreation* *Affordable Housing*

CPA Funding Request: \$

Total Cost of Proposed Project:

Community Preservation Committee
Memorial Town Hall
54 Marion Road
Wareham, MA 02571

Project Description: *Please attach answers to the following questions. Include supporting materials as necessary.*

- 1. Project Description and Scope of Work:** Describe the project and what will be done.
- 2. Goals:** What are the goals of the proposed project?
- 3. Community Need:** Why is this project needed? Does it address needs identified in current town plans?
- 4. Community Support:** What is the nature and level of support for this project? Include letters of support.
- 5. Timeline:** What is the schedule for project implementation, including a timeline for all critical elements?
- 6. Credentials:** How will the experience of the applicant contribute to the success of this project?
- 7. Success Factors:** How will the success of this project be measured? Please be as specific as possible.
- 8. Budget:** What is the total budget for the project? How will CPA funds be spent?
- 9. Other Funding:** What additional funding sources are available, committed or under consideration?
- 10. Maintenance:** If ongoing maintenance is required for your project, how will it be funded? **(NOTE: CPA funds may NOT be used for maintenance.)**

ADDITIONAL INFORMATION: *Provide the following additional information, as applicable.*

11. Documentation that you have control over the site, such as Purchase and Sale Agreement, option or deed.
12. Evidence that the project does not violate any zoning bylaws or any other laws or regulations.
13. Evidence that the proposed site is free of hazardous materials or that there is a plan for remediation in place.
14. Evidence that appropriate professional standards will be followed if construction, restoration or rehabilitation is proposed.
15. Information indicating how this project can be used to achieve additional community benefits.

Community Preservation Act Grant Budget Sheet

Project Name:

Please fill in all categories that apply to your proposal. Please ask questions of the Community Preservation Committee if you are not clear on any budget items.

Project Income	Project Expenses*
Private donations	Purchase price
Fundraising activities	Real estate fees
Grants	Restoration
Town budget	Labor
Amount from CPA funds	Legal fees
Amount from other sources (List all sources and amounts)	Supplies
	Building permits
	Consultants
Miscellaneous	Misc. (Mailing, phone, etc)
Other	Other
TOTAL INCOME	TOTAL EXPENSES
\$	\$

*Include quotes where appropriate.

(Be sure that total expenses and total income are equal.)