



**PRELIMINARY APPLICATION FORM**

**PROGRAM PRIORITY GRANTS**

Program Priority Application Type:

\_\_\_\_\_ Regional Bike Path System      \_\_\_\_\_ Coastal Enhancements  
\_\_\_\_\_ Creative Placemaking Implementation for Previously Funded Project

Applicant's Information:

Name of Applicant/Contact Person: \_\_\_\_\_ / \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone#: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_

Fax #: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Property Information

Owner's Name: \_\_\_\_\_

Property Address: \_\_\_\_\_

Municipality: \_\_\_\_\_ Block (s): \_\_\_\_\_ Lot (s): \_\_\_\_\_

Acreage: \_\_\_\_\_ Zoning: \_\_\_\_\_

Is the property listed on a Green Acres Recreation / Open Space Inventory (ROSI)? \_\_\_\_\_

Are there any deed restrictions or easements on the property? \_\_\_\_\_ If "yes", provide copies of the deed and/or easement.

**Project Information:**

Please provide an overall concept plan attached to this form. An example of an acceptable overall concept plan can be found on our website or in the Creative Placemaking booklet. Sufficient detail must be provided for the Open Spaces Board to have a good understanding of the current site details, the proposed project, and overall eligibility of the proposal per Open Spaces Guidelines.

Name of Project: \_\_\_\_\_

Project Vision Statement: \_\_\_\_\_

Project Goals: \_\_\_\_\_

Statement of Need for Project: \_\_\_\_\_

Creative Placemaking Family to be Used for Amenities:

\_\_\_\_\_ Coastal      \_\_\_\_\_ Woodland      \_\_\_\_\_ Marshland

\_\_\_\_\_ Farmland      \_\_\_\_\_ Urban/Historic

Describe Public Outreach and Community Input Process, including date and format of public meeting where the project was featured and openly discussed: \_\_\_\_\_

Detailed Project Description:

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Is this a renovation of an existing facility or the creation of new recreation opportunities? Please explain: \_\_\_\_\_

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What permits are required for the project, and what is their status?: \_\_\_\_\_

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What entity is responsible for the current operation and maintenance of the facility:

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Describe the current maintenance schedule for the site and any improvements thereon:

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Describe current programming at the site and include current site users/visitors:

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Describe future additional programming at the site and include projected users/visitors: \_\_\_\_\_

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**Project Budget:**

A signed Engineer's Cost Estimate must be provided as an attachment to this pre-application form. The estimate must include preliminary projected costs for "soft" and "hard" costs, as well as a project contingency.

Open Spaces Funding Parameters	Soft Costs paid by Grant	Eligible Capital Costs* paid by Grant	Maximum Grant Award
Program Priority Grants	50%	90% of eligible elements	\$2.5 million

*\*Eligible project components consist of those amenities and facilities that provide NEW opportunities for public recreation. Redevelopment of existing amenities that have fallen unusable due to "deferred maintenance" are not eligible for Open Spaces funding. Some consideration will be given to amenities that have documented records of maintenance but that have passed their useful life on a case-by-case basis, but only if the replacement facilities offer additional recreational opportunities or accessibility.*

Identify budgets and sources of funds for current site operations (if applicable):

	Operational (Staffing/Programming)	Maintenance	Capital	Other
Budget				
Source of Funds				

Identify budgets and sources of funds for proposed future site operations:

	Operational (Staffing/Programming)	Maintenance	Capital	Other
Budget				
Source of Funds				

*Note: If user fees are proposed, they must be reasonable and they must be placed in a fund dedicated to the future maintenance and/or operation of this site.*

### Budget Summary:

Is this a Phased Project\*? \_\_\_ No \_\_\_ Yes: Phase \_\_\_ of \_\_\_

*\*Phased projects (projects that are built in segments over time towards reaching an overall planned objective) are acceptable for this funding category. The maximum grant award is "per phase". Each phase of the total project must have independent utility.*

Identify project costs and sources of funding. Please note that eligible expenses vary based on the Open Spaces Program; refer to the Program Guide for eligibility, matching requirements, and maximum award limits

	Soft Costs	Capital	Other
Municipal			
Other Grants*			
Other Sources			
Open Spaces Request			
TOTAL			

\* List other grant sources and status of applications: \_\_\_\_\_

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**Required Attachments:**

- 1) Conceptual Plan for overall site, including proposed layout at appropriate scale and use of creative placemaking elements
- 2) Signed Engineer's Preliminary Cost Estimate, including "soft" and "hard" costs and project contingency
- 3) A municipal resolution authorizing the submission of this pre-application to the Open Spaces Program

**Permissions and Signatures:**

Do you give the County Open Spaces Board and/or its consultants permission to physically inspect the property? \_\_\_\_\_

Signatures on the lines below indicate that the property owners and project developers (if different) are aware and in support of the application for Open Spaces funds.

Property Owner's Signature \_\_\_\_\_ Date: \_\_\_\_\_

Project Developer's Signature \_\_\_\_\_ Date: \_\_\_\_\_

DRAFT