

COMMUNITY PRESERVATION ACT FUNDING APPLICATION

Please use additional sheets and supporting documents where necessary.

Name of Proposal: _____

Sponsor: _____

CPA Category: *Affordable Housing* *Historic Preservation* *Open Space* *Recreation*
(circle all that apply)

Total Project Cost: \$ _____ CPA Funds Requested: \$ _____ %

1. **PROJECT DESCRIPTION** – Describe the proposed project in as much detail as possible. In particular, address the following questions:
 - a. What are the goals of the proposed project?
 - b. Why is this project needed?
 - c. What population groups will this project serve?
 - d. In what ways is the project consistent with the Master Plan?
 - e. Will this project stimulate economic development? If so, how?
 - f. Will this project improve the quality of life for residents? If so, how?
2. **PROJECT READINESS/FEASIBILITY** – Describe the project’s feasibility and readiness to proceed. Address the following questions in your response:
 - a. Has a feasibility study been conducted? If so, please attach it to this application. If not, please offer other evidence that the project is feasible.
 - b. Is the project ready to proceed? If not, what additional steps are necessary before the project can proceed?
3. **PROJECT TASKS/IMPLEMENTATION SCHEDULE** – Provide a detailed list of required tasks, such as studies, engineering work, architectural design, permitting, financing, and construction. In addition, provide an implementation schedule for the required tasks.

4. **PROJECT TEAM** - List the proposed members of the project team and the role of each person or organization. Attach resumes for key team members.

5. **SOURCES AND USES OF FUNDS** -- Provide a detailed list of the sources and uses of funds for the project:
 - a. Sources of funds. All anticipated sources: CPA; state, federal or private grants; capital campaigns; loans, and all other identified sources.

 - b. Uses of funds. All anticipated expenditures: costs of studies, consultants, permits, engineering, architectural design work, construction, landscaping, and all other identified uses.

 - c. Total Sources and Uses must be equal.

SOURCES		USES	
	\$		\$
	\$		\$
	\$		\$
Total sources	\$	=	Total uses \$

6. **ADDITIONAL INFORMATION** – Provide any additional information that you believe is relevant to this application.

7. **CONTACT INFORMATION**

Contact Person: _____

Sponsoring Organization _____

Address _____ City _____ State _____ Zip _____

Phone _____ E-mail _____

Please submit completed application to:

Community Preservation Committee c/o Town Manager's Office
 Town Hall
 31 North Street
 Williamstown, MA 01267

Applications are due by December 12th, 2008 at 4:30 pm.