

SPONSOR INFORMATION

Project Manager Name:

Organization:

Street Address:

City:

State:

ZIP:

Phone:

Fax:

Email:

Applicant Type:

Funding Source:

Project Type:

When have you previously received grant funding from DCNR? *[if yes, include year(s)]*

PROJECT LOCATION

Select the county/counties that the project is located in:

List all municipalities that the project is located in:

Please provide a brief description of the project location:

In addition, please attach a map of the project area with your application. Maps should include sufficient detail to locate the project site, including coordinates, street names, etc., if necessary. Maps may be created using any application that displays site locations that can be referenced.

PROJECT SCOPE

Title:

Type:

Project Design:

Land Ownership:

Narrative: (Please provide 600 words)

In 600 words, please provide a detailed project description, project timeline, and list of activities to be funded with the requested DCNR funds. If more space is needed, an attachment may be included with the application upon submission.

Expected Project Start/End Dates:

From

to

Have you reviewed the project scope with the Region's DCNR contact?

Project Benefits:

In 600 words, please describe the community, recreation, and/or economic benefits that will result from your project. Examples of potential benefits include:

- Benefits the ability of citizens and visitors to experience the outdoors and improve their awareness and knowledge of natural or cultural resources
- Helps to develop and/or improve management of recreation, trail, park or cultural facilities
- Promotes the conservation of natural and heritage resources through plan implementation, education and/or training
- Public/Private funds leveraged
- Impact on local business activity
- Economic benefits of greening

Does your project....? (Check all that apply.)

- Connect critical trail gaps
- Connect to a trail town
- Connect to a hub
- Is a stand-alone project

Relationship to the Regional Bicycle and Pedestrian Plan and the Southern Alleghenies Greenways and Open Space Network Plan:

Please describe how your project advances the goals and objectives of the Bicycle and Pedestrian Plan and the Southern Alleghenies Greenways and Open Space Network Plan. If the project is specifically cited in the Greenways Plan, please provide the page number where it can be found at <https://sapdc.org/greenways/>. You may use the new, interactive online Greenways map to help correctly locate your project in relationship to the greenway corridors identified in the Plan as well: <http://sapdcgis.maps.arcgis.com/home/index.html>

Sustainable and Green Practices:

DCNR and SAP&DC encourage applicants to incorporate sustainable and green site practices into project proposals. Please describe how sustainable practices relating to water, landscaping, connecting people to nature and environmental stewardship will be incorporated specifically into this project. Refer to <https://www.dcnr.pa.gov/Communities/GreenCommunityParks/Pages/default.aspx> for more information regarding these items.

Project Support:

Please list all major partners engaged in your project and describe the nature of their engagement such as providing support, member of a steering committee, providing cash/non-cash match, etc. Letters of support or letters documenting match should be attached to the application upon submission.

Organization Name	Brief Description of Role

BUDGET

Please complete the table below. **The first line should show the amount being requested from the Mini-Grant Program.** Be sure to select the appropriate source of Mini-Grant funding on the first line under the "Source" column. The following lines should include all types/values of in-kind and cash match, including their sources. Please show the total project cost in the bottom right box.

Type	Source	Status	Date Available	Amount
Cash	Greenways Mini-Grant Program	Applied	June 2021	
TOTAL PROJECT COST:				

All applicants are required to include letters of commitment that document all available cash/in-kind match, as well as a detailed, itemized budget for project components.

***Note: All projects require a minimum 50% match.**

Match can be in the form of cash or in-kind, however, in-kind match can make up *no more than 50%* of the applicant's total match requirement.

SUPPLEMENTAL MATERIALS:

- 1) Please include a **map of the project area**. See the description of map requirements on page 1.
- 2) **Letters of commitment** that document cash and/or in-kind match are a requirement for all projects.
- 3) Applicants must also provide a **detailed, itemized budget** for all project components. The project budget should be prepared in consultation with a professional who has experience with similar types of projects, or applicants should demonstrate that inquiries were made to companies for cost estimates. For development projects, the final budget should take into consideration the necessary requirements for constructing to ADA standards.
- 4) **Letters of support** from local agencies, governments, property owners, etc. **All applicants are encouraged to obtain a letter of support from their respective County Commissioners.**
- 5) **Pennsylvania Natural Diversity Inventory (PNDI)** – The PNDI is the Environmental Review Function of the PA National Heritage Program, set up to identify potential impacts to threatened, endangered or rare plants, animals, natural communities and geologic features throughout Pennsylvania. This tool can be accessed at <https://conservationexplorer.dcnr.pa.gov/> and results are a mandatory attachment to all **Master Site Plans and Development** project applications.
- 6) **Landowner Agreement/Certificate of Title or Ownership** – For development projects or for plans that include a site development drawing, proof of ownership or control of the site to be master planned is required. Ownership and control of property must be guaranteed by a Landowner Agreement or Certificate of Title or Ownership. This document is a requirement for any **Development or Master Site Plan** application.
- 7) Please provide any existing feasibility studies, surveys, site plans, etc. relating to the project.

For electronic submissions, please save your application to your computer, and then email your application, along with all supporting documents, to Matt Bjorkman.

For hard copy submissions, please mail your complete application form, including required attachments directly to:

**Matt Bjorkman
Transportation Specialist
SAP&DC
3 Sheraton Drive
Altoona, PA
16601**

For questions or concerns, please contact Matt Bjorkman at (814) 949-6553, or mbjorkman@sapdc.org