

CONSERVANCY PUBLIC BENEFIT IMPROVEMENT GRANT APPLICATION CHECKLIST

(This sheet must be completed and returned with the Grant Application.)

Grant Application Forms

- Grant Application Checklist (this form)
- Application Summary and Certification
- Financial Summary
- Responses to Grant Application Questions
- Cost Estimate Worksheet

Supporting Documentation

- Signed and attested grant contract signature page
- Executed resolution from the Board of the nonprofit agreeing to apply for the grant and to accept the terms of the grant contract and the Preservation Partnership Grant Program
- Copy of any deed restrictions, declarations, or easements restricting the use of the land on which the project will be built
- Copy of any relevant ordinances, rules, or regulations governing the use of the land on which the project will be built
- Site Plan, if available at time of application, or other plans illustrating the project
- Map showing all other park, recreation and preserved open spaces in the general project area
- Photographs of current site conditions
- Copy of a letter to the municipality in which the project is located, notifying them about the project and giving them an opportunity to comment on it
- Letters of funding commitment from all sources contributing to the project
- Copy of commitments to donate goods or services from all donors whose value is included in the required matching funds

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- Project approval letter from the landowner if project area is not owned by the applicant
- Other:
- Other:
- Other:
- Other: