

GREENFIELD COMMUNITY PRESERVATION ACT APPLICATION FORM

Submit this application **by November 15, 2023** to:

Greenfield Community Preservation Committee

% Christian LaPlante

14 Court Square

Greenfield, MA 01301

Or by email: cpc@greenfield-ma.gov

Date submitted: by U.S. mail _____, email _____, or in person _____

Project Title:
Applicant:
Are you an incorporated organization? ___Y ___N If not, who is your fiscal sponsor?
Is this project on city-owned land? ___Y ___N If yes, name the department or commission who is co-sponsoring this project.
Project Location/Address:
Contact Name:
Mailing Address:
Daytime Phone #:
Email Address:
Date of Submission:

Total Project Cost	CPA Funds Requested
\$	\$

PROJECT DESCRIPTION:

- All of the following must be answered in the space provided
- Include supporting materials as requested or as you believe necessary as attachments

1. Describe the Project

2. What are the goals of the proposed project?

3. Who will benefit from this project and why/how?

4. How will you measure your success?

5. How does this project fit with the requirements of the Community Preservation Act? (See attached chart)

6. If appropriate, how does this project fit with existing City plans? (See GCPC Plan https://greenfield-ma.gov/government/boards_and_commissions/community_preservation_committee.php)

7. Have the appropriate city boards and commissions expressed support and/or approved the project? What is the nature and level of community support for this project? Please attach any letters of support to your application.

8. In the case of partial CPA funding, what would be your next steps?

9. Budget:

Some definitions:

Personnel: Any paid staffing

Equipment: items with a useful life expectancy of more than one year.

Supplies: items with a useful life of less than one year.

Contractual: any work that is done for a limited period of time by a person/organization with specialized skills, e.g. lawyer, surveyor, etc.

Construction: all work done on a particular property or building including erecting, altering or remodeling.

Please leave any category blank that does not apply to your project.

Category	CPA Funds	Other Funding Source	In-Kind Value	Total
Personnel				
Equipment				
Supplies				
Contractual				
Construction				
Other				
TOTAL				

Describe the basis for your budget and the sources of information you used.

Other Funds:

- Please identify the other sources of funding including federal, state, or local government or any other sources.
- Cash means that the source is providing funds.
- In kind means that the source is going to give labor or goods, but no cash. In kind support still has value. How much would it cost if you were to pay for the labor or goods?
- Confirmed means that the organization or business has made a commitment to supply the items, labor or funds

Organization	Item	Amount or value	Cash (Please check)	In kind (Please check)	Confirmed (Y or N)

10. Timeline:

Please provide a schedule for project implementation. Please include major tasks, e.g. survey, acquisition of historic documents, etc.

Task	Estimated Start	Estimated completion

11. Implementation:

Please provide the project manager's contact information if different from applicant.

Project Manager (Paid or volunteer)	Phone	Email

12. Maintenance (Leave blank if not applicable to your project)

If your project requires ongoing maintenance, who will be responsible for that for the 5 years after completion? How will that maintenance be funded?

To the best of my knowledge and belief, all data in this application are true and correct. This document has been duly authorized by the individual or governing body of the applicant.

Name of authorized representative:

Title, if appropriate

Email

Phone number

Signature of Authorized Representative

Date Signed