

**Town of Canton
Community Preservation Committee
FY 2023 CPA Application Form**

**DUE DATE:
Friday, November 19, 2021**

Complete applications for the FY 23 round of CPA funding must be submitted by 5:00 PM on Friday, November 19, 2021. Applicants may send via e-mail to: ccpc@town.canton.ma.us

Alternatively, applicants may submit one (1) unbound original hard copy to:

Canton Community Preservation Committee
801 Washington Street
Canton, MA 02021

PROJECT NAME: _____

PROJECT SPONSOR / ORGANIZATION: _____

CONTACT NAME: _____

ADDRESS: _____

TELEPHONE NUMBER: _____

EMAIL: _____

PROJECT LOCATION/ADDRESS: _____

NAME OF PROPERTY OWNER (if different from applicant): _____

CPA FUNDING REQUESTED: \$ _____

FUNDING CATEGORY (check all that apply):

- Community Housing - Please note # of housing units proposed/preserved:
- Historical Resources
- Open Space - Please note # of acres in parcel to be acquired/preserved:
- Recreation

PROPOSED BUDGET:

Please attach cost estimates used to develop budget or describe process used to arrive at funding request.

<i>CPA Funding Requested</i>	\$
<i>Other Funding Sources (if applicable)</i>	\$
<i>Total Project Cost</i>	\$

PROJECT DESCRIPTION:

Answer the following questions in the space provided or on a separate sheet of paper. Applications will be returned as incomplete if all information is not provided. Include supporting materials, as necessary.

Provide a description of the proposed project:

Describe the project goals and summarize how the project is consistent with Canton’s Master Plan, Community Preservation Plan Update, Housing Action Plan, Open Space & Recreation Plan Update and/or with other planning documents that have received town-wide review and input:

Describe the need for the proposed project and explain how it will benefit the public:

Describe any ongoing maintenance that will be required to protect the CPA investment in your project and how maintenance costs will be funded in the future:

Describe the schedule for project implementation (include a timeline for all milestones):

Describe how the success of this project be measured (be as specific as possible):

Describe how the experience of the applicant(s) and any contractors will contribute to the successful implementation of this project:

Describe any additional funding sources available, committed, or under active consideration (include copies of commitment or rejection letters, describe any attempts to secure outside funding for this project):

Please indicate if the proposed project meets any of the following criteria (check all that apply):

- Project will serve more than one community preservation principle
- Project is supported by one or more relevant town boards/committees
- Project will serve multiple needs and populations
- Project will serve a population that is currently underserved
- Project will leverage multiple funding sources
- Project will preserve a threatened resource
- Project will allow or promote public access
- Project can be completed at a reasonable cost

ATTACHMENTS:

Detailed Budget: Applicants must provide accurate and detailed estimates of the total budget for the project and how CPA funds will be spent. Budget attachment shall:

- Clearly identify all items of expenditure (including cost of signage to acknowledge CPA funding)
- Include detailed estimates from potential suppliers
- Distinguish between hard and soft costs and contingencies
- Quantify in-kind donations and/or the value of labor provided by the Department of Public Works or other volunteers
- Include projected costs for legal oversight, external project management, etc.

Community Support: Applicants should provide evidence of public support including any relevant letters of support; copies or links to media coverage; demonstration of other funding sources; etc.

Images / Digital Photography: Applicants should consider attaching visuals (photos/maps/renderings/plans) that might help the CCPC better understand the proposed project.

Historic Preservation Projects: Applicants pursuing CPA funding for Historical Resources projects must complete and submit the CPA Application Addendum – Supplemental Information for Historic Preservation Projects.