

The COMMUNITY PRESERVATION ACT (CPA) PROJECT FUNDING REQUEST FORM

The Community Preservation Committee of Manchester-by-the-Sea, MA

I: Project Information

Project Title:

Project Summary: *Provide a complete project description including a detailed breakdown of the total estimated costs; project phasing; maintenance plan; owners of the structure or land; any photographs, plans, specifications.*

Estimated start date: _____ Estimated completion date: _____

CPA Program Area (check all that apply):

Open Space Historic Preservation
Community Housing Recreation

II: Applicant/Developer Information

Contact Person with primary responsibility for project:

Organization (if applicable):

Mailing Address:

Daytime phone #:

Fax #:

E-mail address:

III: Budget Summary

Total budget for project:

CPA funding request:

CPA request as percentage of total budget:

Other funding sources or grants:

NOTE: Prevailing wages must be factored into budgets if you are a town entity.

Applicant's Signature: _____

Printed name and Position: _____

Please be advised that it is to the applicant's advantage to attend CPC meetings subsequent to submitting an application. All applications are due by December 1st.

To be Completed by CPC: Request received on: _____ Additional Information Requested: _____

CPC Vote: Yes _____ No _____ Abstain _____ Date _____ CPC project liaison _____

Revised: October 2015