**Maryland Department of Natural Resources**

**Community Parks and Playgrounds (CP&P) Program**

**Community Parks and Playgrounds Application and Project Agreement**

|  |  |
| --- | --- |
| **CPP PROJECT #** |  |
|  | (DNR Use Only) |

**1. PROJECT INFORMATION:** Please fill out all sections of the form completely unless otherwise indicated.

|  |  |
| --- | --- |
| PARK NAME |  |
| PROJECT NAME |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **2.** | **APPLICANT:** |  | / |  |
|  | (Municipality or Baltimore City) |  | (Specify County) |
| **3.** | **APPLICANT’S FEDERAL ID #:** |  | **LAST CP&P GRANT ISSUED ON THIS SITE #** |  |

**4. PROJECT LOCATION:** Please identify all applicable parcels.

|  |  |
| --- | --- |
| Street Address: |  |
| City/Town |  | County |  | Zip Code |  |
| County Tax Map |  | Grid |  | Parcel |  | Lot |  |
| SDAT Account Identifier |  | MD Legislative District |  |
| District-Subdivision-Account Number or Ward-Section-Block-Lot (as applicable) |  |

|  |  |
| --- | --- |
| **5.** | **PROJECT DESCRIPTION:** Descriptions are written into the agenda item, which is presented to the Maryland Board of Public Works for approval. Please explain the proposed project and be specific. Why is it being done and how does it relate to local recreation needs? Is it a new development or does it build upon an existing facility? Provide all of the information that you feel is necessary to explain and justify the project and to convince the approving agencies that it is a worthwhile project. Attach a separate sheet, if necessary. |
|  |

**6. PROJECT FUNDING:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **CP&P FUNDS REQUESTED:** | **$** |  |  |  | **%** |  |
| LOCAL FUNDS: | $ |  |  |  | % |  |
| OTHER FUNDS: | $ |  |  |  | % | (Specify Source/Type) |  |
| **TOTAL PROJECT COST:** | **$** |  |  | **100** | **%** |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **7.** | **PROJECT PERIOD:** | From: |  | Date of Letter of Acknowledgement (DNR Use Only) |
|  |  | To: |  | Estimated Date of Completion (Must be filled in by Applicant) |

**8. LOCAL PROJECT COORDINATOR:**

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |
| (Print Name) | (Title) | (Department) | (Organization) |
|  |  |  |  |
| (Mailing Address) | (City) | (State) | (Zip) |
|  |  |  |
| (Phone Number) | (Mobile Number) | (Email Address) |

**9. ITEMIZED DETAILED COST ESTIMATE:** Round to the nearest dollar.

|  |  |  |
| --- | --- | --- |
| ITEM NO. | ITEM DESCRIPTION | ESTIMATED COST |
| 1. | **Community Parks and Playgrounds Acknowledgement Sign**Sample text: “A Maryland Department of Natural Resources, Community Parks and Playgrounds Program assisted project” |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  | **TOTAL DEVELOPMENT COSTS:** |  |

|  |  |
| --- | --- |
| **10.** | **LOCAL GOVERNMENT AUTHORIZATION:** |
|  | Community Parks and Playgrounds projects are to be administered in accordance with the Program Open Space (POS) Grants Manual. As the authorized representative of this Political Subdivision, I read the terms of the “Project Agreement and General Conditions” of the POS Grants Manual and I agree to perform all work in accordance with the Manual, POS Law and Regulations, Special Conditions of the Community Parks and Playgrounds Program and with the attachments included herewith and made a part thereof. |
|  |  |  |  |
| (Signature) | (Print Name) | (Print Title) | (Date) |

|  |
| --- |
| **PROGRAM ADMINISTRATIVE REVIEW:** (DNR Use Only) |
| 11. | ON-SITE INSPECTION | DATE |  | BY |  |
| 12. | DEPARTMENT OF NATURAL RESOURCES APPROVAL: |
|  |  |  |
| (Signature) | (BPW Approval Date) | (Agenda Item No.) |