



DOUGLASS TOWNSHIP
 EAST COVENTRY TOWNSHIP
 LOWER POTTS GROVE TOWNSHIP
 NEW HANOVER TOWNSHIP
 NORTH COVENTRY TOWNSHIP
 POTTS TOWN BOROUGH
 UPPER POTTS GROVE TOWNSHIP
 WEST POTTS GROVE TOWNSHIP

**POTTS TOWN
 METROPOLITAN
 REGIONAL
 PLANNING
 COMMITTEE**



pennsylvania
 DEPARTMENT OF CONSERVATION
 AND NATURAL RESOURCES

2021-2024 Pottstown Regional Park Improvement Mini-Grant Program Application Form

APPLICANT AND CONTACT INFORMATION				
Applicant (Municipality)				
Mailing Address				
Phone		Fax		Website
Primary Contact Person/Project Coordinator				
Name				Phone
Title		Email		

PROJECT INFORMATION				
Project Type: <i>(check one)</i>		Development		Planning
Project Title				
Project Location <i>Please provide a street address, if applicable</i>				
Project Description <i>Brief description of the project (approx. 50 words)</i>				
✦ Applicants must attach a map and photos of the project location(s) to this application ✦				
Estimated Project Start Date				
Estimated Project Completion Date				

✦ IMPORTANT NOTE ✦ All projects and project related cost and expenses must conform to the guidelines and limitations for the PA DCNR Community Conservation Partnership Program which can be found at: <http://www.dcnr.pa.gov/Communities/Grants/Pages/default.aspx>

✦ Mini-grants may not be used to fulfill match requirements for other DCNR funded grant projects ✦

Please return completed applications electronically to:

tkonetchy@montcopa.org

PROJECT NARRATIVE QUESTIONS

Describe how this project is consistent with the goals and initiatives of the Pottstown Regional Parks Mini-Grant partners (PMRPC, PAHWF, and DCNR) as they relate to park and recreation needs within the Pottstown Region. Identify any specific goal(s) from local or regional plans that identify or reinforce the need for this project.

Describe how the implementation of this project will result in improvements to the health and well-being of area residents. Health should be thought of in terms of potential physical, social, and economic benefits.

Provide a list of project deliverables.

Provide a detailed list of the scope of work as relevant to your proposed project including permitting and maintenance requirements.

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Describe how the public has been or will be engaged in the planning, design, implementation, long-term maintenance, and/or stewardship of your project (i.e. public meetings, press releases, volunteer days, etc).

Describe any green and sustainable management practices that have been or will be incorporated into the project.

PROJECT TIMELINE												
Task	Year 20__				Year 20__				Year 20__			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4

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BUDGET INFORMATION	
Grant Request Amount	\$
Estimated Total Project Cost NOTE: If the total project cost exceeds the grant request please use the space below to detail the other costs and how they will be funded	\$
✦ Applicants must attach a one page full project budget to this application ✦	

OTHER FUNDING SOURCES		
Source	Amount	Committed or Pending
	\$	
	\$	
	\$	
	\$	
Total Other Funding Sources:	\$	

SIGNATURE (Municipal Manager)			
Name (print)	Title	Signature	Date

ATTACHMENT CHECKLIST	
	Proof of Tax Exempt Status
	Budget
	Site Map
	Quotes/Bids
	Signed PNDI Receipt (click here) – Complete review, submit signed receipt with application. Should issues requiring follow-up arise, continue to submit your application as these issues need not be resolved at the time of application.
	Signed DCNR Certification of Title Form (click here)