

TOWN OF WHITMAN COMMUNITY PRESERVATION COMMITTEE
Guidelines for Project Submission 2022-2023

1. The Pre-Application form must be completed and returned to the Community Preservation Committee no later than October 15, 2022. Applications should be submitted electronically and ten paper copies must be submitted to the Community Preservation Committee.

2. If the Pre-Application process determines a project is eligible for Community Preservation Act CPA funds, applicants must submit the full Application with all required documentation by January 15, 2023. Applications should be submitted electronically and ten paper copies must be submitted to the Community Preservation Committee.

3. Applicants may be asked to attend a CPC meeting to make a presentation on their project and to answer questions. They should also be prepared to attend the annual Spring Town Meeting.

Please keep in mind that there are legal limitations on the use of CPA funds. Additional information on the CPA and the Community Preservation Committee can be found at www.communitypreservation.org and on the town's website: www.whitman-ma.gov Please submit all aforementioned forms and any other accompanying documentation to:

Whitman Community Preservation Committee
% Town Clerk's Office
54 South Avenue
Whitman, MA 02382

and by email to: CPC@whitman-ma.gov

Whitman Community Preservation Committee

CPA Application Form

Due date: January 15, 2023

Project Categories (check all that apply):

Open Space Historic Community Housing Recreation

Project Name:

Project Sponsor or Organization:

Check one: Town Committee/Dept. Public Charity/Non-profit Private group/individual

Contact Name:

Address:

Telephone Number:

Email:

Project Location

Street Address:

Assessor's Map & Lot #(s):

Legal Property Owner of Record:

Total Project Cost:\$

CPA Funds Requested: \$

Additional Funding Source(s)

Estimated timeline to complete work:

Please attach at least 3 cost estimate quotes for the proposed project.

Please describe how this project will benefit the community:

What entity will be responsible for implementing the project?

Who will oversee the project to completion?

Will any other entity be involved in the project?

Who will be responsible for maintaining the project once it is completed? (CPA money cannot be used for maintenance)

For Projects Located On Public Property:

Have you consulted the town department with jurisdiction over the project site?

Are they willing to assist in overseeing the project, making decisions, and assuring that the final project is as described?

Department:

Contact Name and Email:

For Projects Not Located on Public Property:

Please provide documentation that you have control over the site (e.g. Purchase & Sale Agreement, Option, Deed)

Feasibility Reports:

Attach any feasibility reports, renderings or other relevant studies and material, such as assessors map for location, photos, designs and supporting documents such as historic structural and existing condition reports.

Permitting:

Attach evidence that the project does not violate any zoning by-laws or any other laws or regulations, including environmental, and/or list of permits/approvals needed.

Date:

Applicant Signature:

Date received by the CPC: