



KEY PEN PARKS GRANT PROGRAM

2017 APPLICATION

Applicant Contact Information	
Project Name:	Date:
Organization:	
Contact Person:	
Mailing Address:	
Email Address:	
Day Phone:	Evening Phone:
Grant Amount Requesting:	Will you accept a lower amount?

Project Description	Total Project Cost
Briefly Describe Project and Distinct Elements of Project	
Project Total	

Year	Project	Grant Program History (List past grant program applications and/or grants received)	Amount Requested	Amount Received

Please respond to the following questions and attach your responses to this application form (if necessary):

Project Name: _____ Project Cost: _____

1. Project(s) Information

- a. What will this project accomplish?
- b. What is the location and ownership of the site?
- c. Who will be responsible for the project management and any sub-elements of the project?
- d. What are the project requirements for:
Engineering?

Permitting?
- e. What will you require from Key Pen Parks to start and complete the project?
- f. Does the project meet ADA requirements?
- g. Will there be any public access, use restrictions, or cost to the public?
- h. How will community volunteers participate and how were they involved in the selection of this project?
- i. List other organizations involved in the project.

2. Ongoing Maintenance

- a. What are the on-going maintenance requirements of this project?
- b. What will be your on-going contribution to this maintenance?

3. Other Issues

- a. Are there any other conditional funds involved in this project such as state or federal grant funds?
- b. Provide a location map, site map, and any other pertinent drawings for the project.
- c. Provide documentation of property owner approval.

