

Application Form
Montco 2040 Implementation Grant Program
Montgomery County, Pennsylvania

Applications must be filled out and submitted online with appropriate attachments at
www.montcopa.org/Montco2040GrantProgram
We suggest only using Internet Explorer when filling out and submitting forms

Applicant and Contact Information

Applicant (Municipality):

Name of Chief Elected Official:

Primary Contact Person for this Project:

Primary Contact Person's Title:

Mailing Address:

Telephone Number:

Email:

List any partners or third parties involved with the project:

- 1.
- 2.
- 3.

Funding Request Information

What is the name of this project?

In which municipality is this project located?

Please give a street address, if applicable.

Please give a brief description of this project.

What is the estimated project start date?

What is the estimated project completion date?

Has this project, or a related project, previously received county funding? yes no

If yes, for what project was it received, and what was the amount and source of the funding?

Expected life of improvement?

Project Narrative

A project narrative, including maps, plans, photos, and other elements must be submitted with this application. This narrative must include the information listed below in a numbered report that follows the order outlined. All elements should be grouped into a single narrative pdf file no larger than 15 MB and given a name in the following format: "Municipality_Project Name_2020.pdf" When you hit 'submit' at the end of this application form, an email will be created in your default email program with the completed form attached. Before sending the email, be sure to attach the narrative pdf file as well.

1. Complete narrative description of the project and its expected benefits. Provide details on who will benefit from the project and the extent of the project's impacts. Point out any connections to county-owned assets.
2. Identify the goal(s) from the Montco 2040 comprehensive plan being addressed through the project.
3. Include a map and photos of the project location(s) and the project municipality. The map should be on an 8½ by 11 inch page. Photos are very useful in conveying the location and context of the proposed improvement.
4. Plans for the project, if applicable. Plans should be reduced to fit on an 8½ by 11 inch page; full sized plans may be submitted as an addendum.
5. A list and explanation of any parties responsible for implementing the project.
6. An explanation of permits needed and their status.
7. A description of public knowledge of and involvement in this application, including any letters of support and public meetings.
8. Demonstrate consistency with the municipal and regional comprehensive plans (if applicable), as well as any other active local planning documents. Note if the project is specifically addressed as an action item in any local plans.
9. A detailed maintenance plan for the project including frequency, cost, and how it will be funded.
10. Discuss any educational or public engagement opportunities that the project will present.
11. Provide an itemized budget for the project in addition to the Project Budget Form on the following page. Include appraisals for any land acquisition or easement projects.
12. A resolution from the municipal governing body authorizing the project application.

Funding Sources

In the table below, please outline the proposed method(s) of financing the total project costs. The total project cost is equal to **only** the summation of project costs or the project phases' costs **that are covered in this application**. The first line should indicate the amount of the Montco 2040 grant request, and all eligible local match costs should total at least 20% of the Montco 2040 request.

	Amount	Percent of Total	Source of Funds (CDBG, local budget, grant, etc.)	Are Funds Committed or Pending?	Date of Commitment, if Applicable	Type of Commitment (form, letter, etc.)
<i>County Funds</i>			Montco 2040 Grant	NA	NA	NA
<i>Local Funds</i>						
<i>Private Funds</i>						
<i>State Funds</i>						
<i>Federal Funds</i>						
<i>Other Funds</i>						
Total Project Cost		100%				

Project Timeline Form
 Montco 2040 Implementation Grant Program
 Montgomery County, Pennsylvania

Project Category	Task	Month/Year to Begin	Month/Year to be Completed
Construction	Preliminary Design Complete		
	Final Design Complete		
	All Permits Acquired		
	Land Development Approval Obtained		
	Bid Package Ready to Go Out		
	Bid Accepted		
	Demolition, if necessary		
	Infrastructure and Site Improvements		
	Building Construction Begins		
	Building Construction Finishes		
	Building, if any, Occupied		
Acquisition	Appraisal of Property		
	Condemnation Proceedings Initiated, if applicable		
	Agreement of Sale		
	Property Obtained		

If you have any questions regarding the application or process, please contact Scott France at the Planning Commission, sfrance@montcopa.org, or 610-278-3747.

REMINDER: Attach the additional narrative pdf file to the email created after hitting the 'SUBMIT' button