



**PRESERVATION PARKS OF DELAWARE COUNTY (PPDC)  
COMMUNITY PARK & TRAIL GRANT PROGRAM**

**Section 1 – General Project Information**

Applicant Organization:	
Applicant Organization Phone:	
Applicant Mailing Address:	
Name of Contact:	
Contact Email:	
Contact Phone Number:	

Project Title:	
Project Address:	
Brief Description of Project:	
Total Project Costs:	
Amount Requested from PPDC:	
Source(s) of additional funds to be utilized on the project, if applicable:	
Anticipated Project Start Date(mo/yr):	
Anticipated Project Completion Date (mo/yr):	

Preservation Parks of Delaware County  
Community Park and Trail Grant

**Section 2 – Detailed Project Description**

Project Title:	
Project Address/Location:	(Attach Location Map)
Proof of ownership (E.g., deed, auditor information, etc.)	(Attach Proof of Ownership)
Detailed description of the project:  Include size, quantity, targeted users, estimated number of users, etc. as appropriate. Attach plans/specs/cut sheet/illustrations.	
What problem does the project solve? Describe the justification of need and what benefits are provided.	
Provide a summary of existing public parks, park acreage, amenities, and trails in your community. Does the project provide new amenities or opportunities in your community?	
Does the project provide public access to parkland where access is not currently available?	

Preservation Parks of Delaware County  
Community Park and Trail Grant

How suitable is the site for the project? Are there any constructability or environmental concerns?	
Public Participation/Support	(Attach any letters of support, surveys, news articles, public comments or participation)
Photos of location and existing facilities and conditions	(Attach Photos)
Project Timeline. Include anticipated dates for design/engineering, construction, and reimbursement.	
Describe how the project meets, or will meet, the American Disability Act standards.	
Describe applicant's capability to operate and maintain the project once complete.	
How does this project contribute to health and wellness benefits?	
If applicant has received past funding through PPDC's community park and/or trail grant, list project(s) and amount(s).	
Is there any additional information you would like to share that should be considered?	

Preservation Parks of Delaware County  
Community Park and Trail Grant

**Section 3 – Detailed Project Budget**

Project Budget Notes:

1. **Applicant must provide proof of estimated costs.** E.g., engineer or contractor estimate, supplier provided quote, etc.
2. Estimates may not include tax.
3. Staff labor is not reimbursable.
4. Insert additional lines as needed.

<b>Eligible Costs</b>	<b>Applicants Share*</b>	<b>Park District Share**</b>	<b>Total Project Cost***</b>
Planning, design, and engineering as applicable			
Construction and Service Contracts (List each separately.)			
Materials, fixtures, etc. (List each separately.)			
<b>TOTAL PROJECT COSTS:</b>			

\*Your organization's share plus any grant or donations from third parties

\*\*Amount you are requesting

\*\*\*Applicant Share + Park District Share

Preservation Parks of Delaware County  
Community Park and Trail Grant

**Section 4 – Resolution by the Governing Authority**

*Below is an example of a resolution that is required to be submitted with each application, agreeing to obligate funds for the grant project if awarded.*

**RESOLUTION OF AUTHORIZATION**

WHEREAS, Preservation Parks administers a financial assistance program for public conservation and recreation purposes, through the Community Park and Trail Grant Program, and

WHEREAS, \_\_\_\_\_ desires financial assistance from  
*(Name of applicant organization)*  
Preservation Parks' Park and Trail Grant Program,

NOW, THEREFORE, BE IT RESOLVED by the \_\_\_\_\_  
*(Name of applicant organization)*

1) That the \_\_\_\_\_ approves filing an  
*(Name of authorizing board of Trustees or Council)*  
application for financial assistance to Preservation Parks.

2) That \_\_\_\_\_ is hereby authorized and directed to  
*(Name of applicant contact)*  
execute and file an application with Preservation Parks and to provide all information and documentation required to become eligible for possible funding assistance.

3) That the \_\_\_\_\_ is aware and supportive of the  
*(Name of applicant organization)*  
proposed project and has the necessary funds appropriated or planned in its budget to cash flow and complete the project as outlined in this grant application should the grant request for reimbursement be awarded.

4) All formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in a meeting open to the public in compliance with the law including Section 122.22 of the Ohio Revised Code.

Signed: \_\_\_\_\_  
*(Authorized Applicant Organization Official)*

Title: \_\_\_\_\_ Date: \_\_\_\_\_