



PROJECT APPLICATION FORM
FY2015 Unified Planning Work Program

Applications should be no more than 4 pages (excluding any maps, match commitment letter and public meeting documentation). **Deadline for receipt of completed submissions is 4:30 p.m., Friday, January 24, 2014. Application forms should be emailed as an attachment to: bdavis@ccrpcvt.org.** This form can be downloaded from the CCRPC website at: <http://www.ccrpcvt.org/workplan/>.

NOTE: You must submit one request form per project. For data requests (e.g., sign inventories, culvert inventories, etc.) one form may be used.

1. GENERAL INFORMATION

Submitted by (Name, Title):

Municipality/Agency/Organization:

Telephone:

Email:

2. PROJECT INFORMATION

Project Title:

Project Location (name of roadway, intersection, geographic area, etc.):
Attach map if needed

Project Description (100 words max):

Scope of Work Outline:

Deliverables:

Other Project Participants (e.g., other agencies, non-profits, consultants, community groups):

Project Match Requirement:

Please attach letter documenting the availability of at least 20% non-federal local match, unless you are applying for projects that use CCRPC staff/intern resources to undertake the activity (see projects listed in “Transportation Services” under the Eligible Initiatives section in the Program Summary packet), or if it is a small technical assistance project. Additional consideration will be given to submissions with a commitment of local in-kind staff services or that intend to provide an overmatch of local funds.

Public Meeting Requirement:

In order to apply, municipal projects must have been discussed as an agenda item at a warned public meeting within the last calendar year. Attach documentation of the meeting. Regional project requests will be addressed as part of the CCRPC’s public process.

Budget:

Requested UPWP Amount	\$
Non Federal Cash Match	\$
In-Kind Match	\$
Total Project Cost	\$

Project Schedule (assume July 2014 start) – add more lines if needed

<i>Milestone</i>	<i>Month/Year</i>

3. BENEFITS TO REGIONAL AND LOCAL PLANNING

Identify which strategies and actions from the ECOS Plan this project will address.

(www.ecosproject.com – see Chapter 3)

Does this project address a need identified in a local planning document?

For transportation and land use projects, how will the project benefit the following:

- **The safe, effective operation of the transportation system?**
- **Regional and/or local economic development?**
- **Multimodal travel options, connections, and/or reduce travel delays for people and goods?**
- **Increase the livability of local communities?**
- **Complement other local/regional activities or initiatives?**

For other planning projects, please describe how the project benefits the local community.

How does this project help to achieve greater equity? How are disparities for disadvantaged communities improved through this project?

How does the project demonstrate a cost-effective solution to a potential or recognized problem?

How will this project be implemented when planning is complete?