

Chilmark Community Preservation Committee
Application for CPA Funds

1. **Project Outline:** Please provide written answers to the following questions and email a pdf (preferred) or submit your application to:
 - Email: Carolyn Stoeber at cstoeber@chilmarkma.gov
 - Mail to: Community Preservation Committee
PO Box 119, Chilmark, MA 02535
 - In person: Chilmark Town Hall at 401 Middle Road, Chilmark
2. **Application Information:** Please be sure to include the following information with your application:
 - Project Title
 - Applicant/Contact Person and Sponsoring Organization, if applicable
 - Mailing address, email address, phone number
3. **Project Category:** Which of the following CPA fund categories apply to your application and project -- more than one category may apply: Open Space Preservation; Historic Resources Preservation; Community Housing; Open Space-Parks & Recreation. Please explain how your project meets the criteria for the CPA fund categories you are requesting.
4. **Funding Scope:** What is the total cost or budget of your project – please provide itemized substantiation for the cost. If this is a large construction project, please provide a detailed professional cost estimate. How much CPA funds are you requesting and how much from each category? Please outline the sources and amounts of all funds for your project—both CPA and non-CPA sources.
5. **Goals:** What are the specific objectives of the project? Who will benefit and why? Why are you seeking Chilmark CPA funds?
6. **Community Need and Support:** Why is the project needed? Does it address needs outlined in existing Town or regional plans—such as master plans? What is the nature and level of community support for the project? How have you solicited public input and what public feedback have you received in support of your project?
7. **Timing:** Please provide a detailed project timeline from start to finish. When will you need Chilmark CPA funds? Please understand if your project is recommended to voters and approved, the Committee prefers to reimburse paid project expenses with proof of payment before releasing the CPA public funds.
8. **Other Information:** Please provide any additional information such as sketches, renderings, plans, photos, designs, feasibility reports.
9. **Permits:** Please provide evidence that the project does not violate any Town bylaws. Is approval required from the Martha’s Vineyard Commission?
10. **Deadlines for April 2024 Annual Town Meeting:** Your attendance is required for the CPC meeting and public hearing to answer any questions.
 - a. Receive completed application (email pdf preferred): October 24, 2023 at noon
 - b. CPC Public Hearing: tentatively October 30, 2023 at 5pm