



TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778
www.wayland.ma.us

WAYLAND COMMUNITY PRESERVATION COMMITTEE

The Town of Wayland adopted the newly enacted Community Preservation Act (CPA) at Annual Town Meeting in April 2002. Accordingly the Community Preservation Committee (CPC) was established as an on-going committee of the town. Its primary task is to administer the CPA fund by seeking and evaluating proposals, and making recommendations to Town Meeting for the expenditure of CPA funds. The monies are collected yearly as a 1.5% surcharge on the tax bill of each property owner. The CPC welcomes requests for funding and presents the following information to assist applicants in seeking those funds.

Mission Statement

(adopted by CPC April 2002)

The Mission of the Wayland Community Preservation Committee is to create, maintain and implement a Community Preservation Plan to preserve, expand, and enhance open space, historic resources, community housing, and specified recreational uses. The Plan serves as the basis for the Committee's recommendations to Town Meeting for the disposition of Community Preservation Funds.

Eligible Uses

(as per Community Preservation Act as amended July 2012)

The Wayland CPC can only consider proposals that are eligible for CPA funding according to the requirements described in the CPA legislation, specifically for:

- acquisition, creation, and preservation of open space.
- acquisition, preservation, rehabilitation, and restoration of historic resources.
- acquisition, creation, preservation, rehabilitation, and restoration of land for recreational use.
- acquisition, creation, preservation, and support of community housing
- rehabilitation or restoration of open space and community housing that is acquired or created using monies from the fund.

Application for Funding

(as per CPC September 2014)

Use of CPA funds is determined by Wayland's Town Meeting. The request for funds must be made at Town Meeting by the CPC following consideration of eligible applications. Please provide as much information as possible so that the CPC is able to make an informed decision on funding requests.

It is highly recommended that applicants meet with the CPC to discuss a potential proposal. The CPC generally meets once a month. Please submit information at least one week prior to a CPC meeting at which the application will be considered.



WAYLAND COMMUNITY PRESERVATION ACT PROJECT APPLICATION COVER SHEET

I: Project Information

Project Title:

Project Summary:

Map and Parcel #: _____ Estimated completion date: _____

CPA Program Area (check all that apply):

- | | |
|--|--|
| <input type="checkbox"/> Open Space | <input type="checkbox"/> Historic Preservation |
| <input type="checkbox"/> Community Housing | <input type="checkbox"/> Recreation |

II: Applicant/Developer Information

Contact Person and or/primary applicant:

Property Owner (if applicable):

Organization (if applicable):

Mailing Address:

Daytime phone #:

Other phone #:

E-mail address & Website:

III: Budget Summary

Total budget for project:

CPA funding request:

CPA request as percentage of total budget:

Applicant Signature: _____

Date Submitted: _____

Please attach a narrative addressing the following issues and questions.

PROJECT DESCRIPTION

1. Scope or concept of project: (State the scope of work including the specific information about extent of work. Provide photographs of existing conditions and proposed plans, if applicable.)
2. Projected action plan and timeline: List steps needed to complete the project and an estimated timeline. This plan and schedule will be critical once funding is allocated, to assist the CPC in preparing annual Project Status Reports that are reported annually to Town Meeting until project completion.

FINANCES

3. Anticipated project cost: Provide a budget, with line itemization.
4. Other funding sources, including private/public/in-kind:
5. CPA funding request amount:
6. Budget justification: Provide an explanation for why each type of expense is needed.

PURPOSE OF PROJECT

7. Relevance to community: Indicate how the project is relevant to the current and/or future needs of Wayland. Does it serve multiple needs?
8. Explain how the project will meet goals and objectives of the category under which you are applying (Community Housing, Historic Preservation, Open Space, Recreation).
9. Supporting documents: Provide supporting letters, references, studies, maps, and statistics.

Please keep in mind that there are legal limitations on the uses of CPA funds. If you have any questions about your project's eligibility, please contact the CPC for guidance. Thank you.

Wayland Community Preservation Committee