



BOTETOURT COUNTY, VIRGINIA

CAPITAL IMPROVEMENT INCENTIVE FUND
PROJECT APPLICATION

To be completed & submitted to:
Recreation Manager, Botetourt County Parks & Recreation
PO Box 587
Fincastle, Virginia 24090

DATE OF SUBMISSION: _____

NAME OF PROJECT: _____

LOCATION OF PROJECT: _____

(Please include site plan, map, and other necessary attachments and approvals)

NAME AND ADDRESS OF APPLICANT ORGANIZATION:

NAME AND ADDRESS OF PROJECT COORDINATOR:

COORDINATOR'S PHONE: (W/C) : _____ (H): _____

EMAIL: _____

PROJECT DESCRIPTION: (Be specific and add attachments if necessary)

HOW WILL THIS PROJECT BENEFIT THE COMMUNITY? (Include specific groups it will serve, if applicable.)

APPLICANT’S FINANCIAL COMMITMENT: (Please describe the scope of your group’s financial commitment and how you will meet this commitment, including, if applicable, quantified donated materials and services up to twenty-five percent (25%) of total project. Proof of sufficient funds to build the project must accompany this application)

WILL THE PROJECT BE AVAILABLE FOR USE BY THE GENERAL PUBLIC? _____

ESTIMATED PROJECT START DATE: _____ / _____ / _____

REQUIRED COMPLETION DATE: _____ (18 months from date of Board Approval)

ESTIMATED COST: \$ _____ (Please attach itemized estimate)

MATCHING FUND REQUEST: \$ _____

PLEASE CHECK ITEMS BELOW:

Concept Plan Included..... Yes _____ No _____ N/A _____
Cost Estimate attached..... Yes _____ No _____ N/A _____
Project meets ADA requirements..... Yes _____ No _____ N/A _____
Received authorization to be submit application
from the property administrator.....Yes _____ No _____ N/A _____

This signed application will constitute the applicant’s commitment to fulfill all of its obligations, financial and other, under the terms of this program, and will confirm that the group has the financial resources on hand to complete this project. The above named project manager shall have full authority to act on behalf of the requesting organization.

SIGNATURE: _____ DATE: _____

PRINTED NAME: _____ TITLE: _____