



Town of North Andover

Community Preservation Committee

1600 Osgood Street North Andover, MA 01845

Community Preservation Act Project Submission Sheet

Submission Date:

Submitter/ Contact Name:

Submitter's Address / Phone Number:

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.....

Project Name:

Project Description (attach additional pages, if needed)

.....
.....
.....
.....

FY	Total Cost	CPC Funds Requested	Other Funding?
2011			
2012			
2013			
2014			
2015			
Total			

Purpose:

- Open Space
- Historic Preservation
- Affordable Housing
- Recreation

[Please check all that apply]

How does this project help preserve North Andover's character?

.....
.....

Is this project affiliated with any Town Board, Department, or Committee?

.....

For Community Preservation Committee Use Only:

Received:

Associated Town Committee:

Reviewed on:

Determination:

Guidelines for Submission

- 1) Each project should be located in the Town of North Andover.
- 2) Each project must be submitted on the Community Preservation Committee Project Submission Sheet (this form).
- 3) Requests should be within a 5-year period from FY 2011 to FY 2015.
- 4) Requests must include the purpose & need for the item and must be documented with appropriate support.
- 5) Applicant should obtain quotes for project costs whenever possible. If not, cost estimates may be used provided the basis of the estimate is fully explained.
- 6) If request is part of a longer-term project, include the total project cost. If there are multiple sources of funding for the project, please include all of the sources (including sweat equity).
- 7) For Departments, Boards or Committees that have multiple project requests, prioritize projects.
- 8) Requests should be received by **Friday, February 25, 2011** to be considered for recommendation at the May 2011 Annual Town Meeting.

Please keep in mind there are legal limitations on what CPA funds can be used to support.

If you are in doubt about your project's eligibility, please submit it so we have the opportunity to review it.

For more information, see <http://www.townofnorthandover.com/cpa.htm>

Thank you for your interest in preserving our community!

The North Andover Community Preservation Committee

Please submit your form and supporting information to:

**Community Preservation Committee
c/o Community Development Office
1600 Osgood Street
North Andover, MA 01845**

or email to:

cpa@townofnorthandover.com