State of Connecticut
Office of Policy and Management
STEAP Project Application, Analysis & Eligibility
Pursuant to Connecticut General Statutes Section 4-66g

Please complete one application for each project and also indicate the priority order of all projects submitted. Please submit two copies of the complete application package. Applications should be typed and are available at www.ct.gov/opm. Please contact Barbara Rua (Barbara.Rua@ct.gov or 860-418-6303) or Steven Kitowicz (Steven.Kitowicz@ct.gov or 860-418-6409) with questions. When necessary, attach response in separate document.

Applicant Town _____

Town Address _____

Project Address _____

If no project address is available, please provide street intersection detail.

Requested FY 2012 STEAP Funding _____

Identify town officials and professionals that may be contacted with questions regarding this application.

_____
Print Name, Title, Email Address and Phone Number

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Print Name, Title, Email Address and Phone Number

_____
Print Name, Title, Email Address and Phone Number

Provide a description of the project which includes the purpose of the project. Please be clear as to whether the funds you are requesting are for design, planning, site acquisition or construction. **Please be as comprehensive as possible in the description of this project**. *(If necessary, attach response in a separate document.)*

_____

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_____

How will the completion of this project impact and benefit the community? Please include any projected economic impact and job creation or retention estimates. *(If necessary, attach response in a separate document.)*

What, if any, planning or design work has begun or been completed on this project?

Is the proposed project consistent with the State Conservation and Development Policies Plan? (Plan detail is available at: www.ct.gov/opm/cdplan.)

Will the project require the conversion of lands currently in agricultural use to non-agricultural use? Does the project area contain prime or important agricultural soils that are greater than 25 acres in area?

Describe the environmental and social impacts of the proposed project. For example, impacts related to traffic, floodplains, natural resources/wetlands, endangered species, archeological resources, historical structures, neighborhoods, utilities, etc. *(If necessary, attach response in a separate document.)*

Is this project a phase of a larger plan? If yes, please attach additional information regarding the overarching, long-term plan.

Project Funding

Please complete the following table detailing project funding sources. Examples of the other sources include: other state grants (please specify which), federal grants (please specify which), past STEAP awards (please specify fiscal year), etc. Under uses please indicate estimated costs including, but not limited to, professional services, acquisition, construction, renovation, contingency, etc.

Funding Sources	**Total**
FY 2012 STEAP grant	
Local (applicant) funds	
Other funds:	
Total Project Cost	
Uses (Project Budget)	
Total Project Cost	

Of the funding sources listed above, have all funds been secured to date? If all project funds have not been raised or secured, what is the anticipated source and timeline for remaining funds? If applicable, note any plans to apply for future STEAP funds for this project.

_____

_____

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Please detail, what funds, if any, have been expended to date for this project?

_____

_____

_____

Will this project move forward if the requested STEAP funds are not awarded or are awarded in part? Please explain.

_____

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Attach the following material:

1. Site location map
2. Real estate appraisals (if land acquisition is proposed)
3. Proposed project schedule
4. Project cost estimates supporting the request for funding (if available)
5. List of necessary local, state, and federal permits and approvals required for the project and the status of each
6. Environmental site assessments (if applicable)
7. Any town resolutions in support of the project

Please forward the items requested above with your application for STEAP assistance to:

Benjamin Barnes, Secretary
Attention: Barbara Rua
Office of Policy and Management
Budget and Financial Management Division
450 Capitol Avenue
Hartford, Connecticut 06106

This page must be read and signed by the chief executive official of the municipality in order for the municipality/ project to be considered for STEAP funding.

My signature below, as First Selectman, Mayor or Town Manager of the Town of _____, indicates acceptance of the following and further certifies that:

1. I will comply with any grant terms and conditions required by the administering agency;
2. I understand that should this grant application be approved I will be required to sign an assistance agreement with the assigned administering agency delineating the terms and conditions of this grant;
3. I understand that various permits may be required by the administering agency as required by either the Connecticut General Statutes or Connecticut regulations;
4. I understand that funding associated with this grant application is one-time in nature and that there is no obligation for additional funding from the Office of Policy and Management or the State of Connecticut;
5. I understand that if this project warrants a Connecticut Environmental Policy Act (CEPA) review pursuant to Sections 22a-1 through 22a-1h of the Connecticut General Statutes that I will comply with such an environmental assessment. Further, if a CEPA is required, I understand that there are costs associated with such a review and that the municipality is in a position to continue with the proposed project despite this cost;
6. I understand that this application will be examined by the Intergovernmental Policy Division of the Office of Policy and Management for consistency with the State Plan of Conservation and Development and that I may be contacted if additional information is required for that review; and
7. I understand that projects which convert twenty-five or more acres of prime farmland to a nonagricultural use will be reviewed by the Commissioner of Agriculture, in accordance with Section 22-6 of the General Statutes.

_____	_____	_____
Applicant's Signature	Title	Date