



# Boating Infrastructure Grant (BIG) Program Grant Application

*Fill in all sections that apply – leave all other sections blank*

<b>I – APPLICANT INFORMATION</b>		
Applicant:		
Federal Employer Id. No.:	Project Manager Name:	
Project Manager Title:	Email:	
Mailing Address:	City:	Zip Code:
Shipping Address:	City:	Zip Code:
Telephone:	Other Phone:	Fax:

<b>PARTNERSHIPS</b>
List partners involved in the project (Do not include the PA Fish and Boat Commission or USFWS):
1.
2.
3.
4.
5.

<b>PROJECT SUMMARY</b>		
Type of Application:	New (never before considered)	Reconsideration
		Phased Continuation – Phase No.:
Grant Amount Requested (Maximum \$1.5 M per application): \$	Total Project Cost: \$	
Provide a brief summary of the project:		

<b>PROJECT LOCATION</b>			
<b>Latitude</b> (Decimal Degrees) N:		<b>Longitude</b> (Decimal Degrees) W: -	
<b>Township:</b>		<b>County:</b>	
<b>Facility Name:</b>			
<b>Water Body:</b>			
<b>Facility Street Address or Location:</b>			
<b>Legislative Districts Numbers:</b> U.S. House: _____ State Senate: _____ State Assembly: _____			

<b>GENERAL FACILITY INFORMATION</b>			
<b>Upland Ownership:</b>		Public – Fee Simple	Private
<b>Name of Property Owner:</b>			
<b>Open to General Public?</b>		Yes	No
		Tie-up/Overnight Moorage Fee: \$	
<b>Nearest Adjacent Transient Boating Facilities, Public and Private:</b>			
<b>Name:</b>		<b>Distance(in Miles):</b>	
1.			
2.			
3.			
4.			
5.			
<b>Recreational, Historical, Cultural, and Natural Attractions Near Facility</b>			
<b>Name:</b>		<b>Distance(in Miles):</b>	
1.			
2.			
3.			
4.			
5.			

<b>FACILITY COMPONENTS AND USE – EXISTING CONDITIONS</b>										
<b>Purpose of Existing Dock(s):</b>		Seasonal	Transient	Other (explain):						
<b>Length of Tie-up Dock or Moorage:</b>			Ft.	No. of Slips:						
<b>Type:</b>		Slip	Broadside							
<b>Condition:</b>		Good	Average	Poor						
<b>Facility Attributes:</b>		Pumpout or Dump Station:	Yes	No	Fuel:	Yes	No	Restroom:	Yes	No



**PURPOSE**

State the ultimate purpose for the proposed project and link the purpose to the demonstrated need

**OBJECTIVES**

Identify specific, measurable, attainable, relevant, and time-bound objectives to be accomplished during the project period

**RESULTS AND BENEFITS EXPECTED**

Describe the expected results from accomplishing the objectives

**a. Describe each capital improvement, service, or other product that will result from the project:**

**b. Describe how the structures, service, or other products will address the need(s) and benefits for eligible users:**

**c. Economic Impact:** (Describe the effect the project will have on the community)

**APPROACH**

Describe the approach to be used in meeting the objectives

**a. Describe the methods, designs, and/or procedures to be used to achieve the objectives:**

**b. Explain how you will ensure the BIG-funded facility continues to achieve its authorized purpose during the useful life of the facility:**

**Will the project significantly and adversely affect the environment?**

**Yes**

**No**

**If yes, please explain key issues and describe any mitigation actions proposed:**

**ENVIRONMENTAL REVIEWS**

Project review pursuant to the Department of Environmental Protection (DEP) Environmental Quality Board must be completed upon notice of Recommendation for Award.

**a. What is the status of State and/or Federal Environmental Review?**

**b. If National Environmental Policy Act (NEPA) Record of Decision has been issued, please explain (include date of Record of Decision).**

**c. Does the project involve ground disturbing activities? (examples include excavation, trenching, etc.)**

**d. Describe the proposed ground disturbing activity. If possible show it on a site plan. If you have documentation of prior ground disturbance in the area or proposed work, attach documentation (photos, maps, site plans). *If no prior ground disturbance can be documented, it may be necessary to conduct an archaeological survey prior to any work on the project and your budget should take into account the need for an archaeological survey.***

**PROJECT ENGINEERING AND CONSTRUCTION**

Who is or will be completing project design/engineering? Applicant's Staff Consulting Engineers Other: N/A (Materials/Equipment Purchase)	Level of completion at time of application: None Conceptual (Master Plan) Preliminary
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Has a preliminary engineer's cost estimate been developed for this project at time of application?

Yes      No

If yes, please attach a copy of detailed engineer's cost estimate to application.

**PROJECT ENGINEERING AND CONSTRUCTION**

*See Procedure Guide for definitions. Check all that apply*

COMPONENT	REPLACEMENT	EXPANSION	NEW	ENGINEERING/ PLANNING
Recreational Channel Marking				
Pumpout/Pumpout Dock				
Dump Station				
Portable Pumpout				
Transient tie-up				
Overnight moorage				
Restroom				
Curbs, signs, marking and lighting				
Sewage hookup				
Lift pump				
Debris deflection boom				
Piles				
Dredging				
Fuel Dock				
Laundry Facilities				
Wave Attenuation				



**PRORATION**

Costs for facilities that will benefit operators of boats other than transient recreational vessels at least 26 feet long must be prorated. Please explain *each* project component that will benefit other users.

**a. The basis or method used to allocate costs between eligible and ineligible users.**

(i.e. Your facility has slips for 100 vessels, and 20 are dedicated to transient recreational vessels 26 feet or longer. Your prorating basis would be 20%. If you construct a wave attenuator that will benefit the entire facility, you may only charge 20% of the construction costs of the wave attenuator to the project.)

**USEFUL LIFE DETERMINATION**

**a. Estimate the useful life of each capital improvement for the proposed project (in years):**

**b. Indicate the generally accepted method used to determine the useful life of a capital improvement:**

**BUDGET NARRATIVE**

**a. Explain and justify all requested budget items/costs. Demonstrate a clear connection between costs and the proposed project activities. Describe resources you used to develop cost estimates for your project:**

**b. Identify the cash and in-kind contributions that you, a partner, or other entity contribute to the project and describe how the contributions directly and substantively benefits completion of the project:**

<b>PROJECT COST</b>			
<b>Budget Information – Construction Projects</b>			
<b>Cost Classification</b>	<b>a. Total Cost</b>	<b>b. Costs Not Allowable for Participation</b> (please see procedure guide for prorating how-to)	<b>c. Total Allowable Costs (Columns a-b)</b>
1. Pre-Development	\$	\$	\$
2. Administrative expenses	\$	\$	\$
3. Architectural & engineering fees	\$	\$	\$
4. Site work	\$	\$	\$
5. Demolition & removal	\$	\$	\$
6. Construction	\$	\$	\$
7. Equipment	\$	\$	\$
8. Supplies and Materials	\$	\$	\$
<b>9. SUBTOTAL (Sum of 1-8)</b>	\$	\$	\$
10. Project (Program) Income <sup>1</sup>	\$	\$	\$
<b>11. TOTAL PROJECT COSTS (Subtract 10 from 9)</b>	\$	\$	\$

<sup>1</sup>If you choose to charge fees for any BIG project pieces, this Federal program is deductive. Any income received during the award period will need to be reported and will be deducted from the Federal award figure.

<b>FEDERAL ASSISTANCE REQUESTED</b>			
	<b>Federal Share</b>	<b>Total Allowable Project Costs (11c)</b>	<b>Federal Assistance Requested</b>
Calculate as follows: % of Federal Share requested <sup>2</sup> x Total Allowable Project Costs (11c) = Federal Assistance Requested			
	%	\$	\$
<sup>2</sup> BIG projects may not consist of more than 75% Federal funds			

<b>PROJECT COST</b>			
<b>SOFT (DONATED) FUNDS<sup>3</sup></b>			
<b>Cost Item</b>	<b>Applicant</b>	<b>Other***</b>	<b>TOTAL</b>
Administration	\$	\$	\$
In-Kind Engineering	\$	\$	\$
In-Kind Labor	\$	\$	\$
In-Kind Supplies & Materials	\$	\$	\$
In-Kind Construction	\$	\$	\$
In-Kind Demolition/Removal	\$	\$	\$
In-Kind Site Work	\$	\$	\$
In-Kind Equipment	\$	\$	\$
Other (explain):	\$	\$	\$
<b>TOTAL SOFT FUNDS:</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>

<sup>3</sup>Any donations anticipated must be accompanied by a Letter of Intent from donor.

<b>PROJECT COST</b>				
<b>HARD (CASH) FUNDS</b>				
<b>Cost Item</b>	<b>Applicant</b>	<b>Other**</b>	<b>BIG Program</b>	<b>TOTAL</b>
Administration	\$	\$	\$	\$
Engineering	\$	\$	\$	\$
Labor	\$	\$	\$	\$
Supplies & Materials	\$	\$	\$	\$
Construction	\$	\$	\$	\$
Demolition/Removal	\$	\$	\$	\$
Site Work	\$	\$	\$	\$
Equipment	\$	\$	\$	\$
Other (explain):	\$	\$	\$	\$
<b>TOTAL SOFT FUNDS:</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>

<b>GRAND TOTAL</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
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<b>BIG-SPECIFIC PROJECT FUNDS</b>		
<b>Non-Federal Funds</b>	<b>BIG Funds</b>	<b>Project Total</b>
\$	\$	\$
%	%	%

<b>***Source of Other Funds:</b>		
State/Local	Loan	Other:
Agency Name:		
Grant Name (if applicable):		
Approval Status:	Approved	Pending Intend to Apply, Date:

Please list additional funding sources on a separate sheet, and include with your BIG application.

<b>PROJECT PERMITTING</b>			
<i>Construction Projects Only</i>			
<b>Has an application been submitted to:</b>	<b>No</b>	<b>Yes (submit copy)</b>	<b>Approved (submit proof)</b>
PA Department of Environmental Protection?			
U.S. Army Corps of Engineers?			
Local and Others (If needed)?			

## REQUIRED APPLICATION ATTACHMENTS AND DOCUMENTATION

*Please check all boxes that are applicable.*

1. An adopted resolution, by the Governing Body authorizing that a designated representative has the authority to apply for and administer the grant on behalf of the applicant, and stating that the Governing Body is willing to enter into a minimum 20-year agreement for the maintenance and operation of the project.
2. Boundary map of the project area. The map must provide a description and sketch of the project area boundaries, displaying known easements, and be legally sufficient to identify the project area.
3. Site control documentation (e.g. deed, lease, title search, etc.) for the project site
4. Existing condition photographs sufficient to depict the physical characteristics of project site
5. Aerial photographs marked with approximate boundaries of project site
6. Photocopies of necessary project permits or applications
7. Engineering Cost Estimate (if completed)
8. Preliminary Design/Engineering Plans (if completed)
9. Application transmittal cover letter (Identify priority rank if multiple applications submitted)
10. All applicable Environmental Review documents (if completed)
11. Project Timeline indicating major deliverables & important milestones
12. Flash Drive – Copy of all the above scanned and saved to a Flash Drive
13. One (1) original application (original signature required)

### APPLICANT ACKNOWLEDGEMENT AND SIGNATURE

Application is hereby made for the activities described herein. I certify that I am familiar with the information contained in the application, and, to the best of my knowledge and belief, this information is true, complete and accurate. I further certify that I possess the authority, including the necessary property interests, to undertake the proposed activities.

I also certify that the Applicant's Governing Body is aware of and has authorized the person identified as the official representative of the Applicant to act in connection with this application and subsequent project as well as to provide additional information as may be required. By signature below, the Applicant agrees to comply with all applicable Federal, State, and local laws in conjunction with this proposal and resulting project so approved.

\_\_\_\_\_  
Print/Type Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

*Note: Further information regarding the Boating Infrastructure Grant Program may be found at [www.fishandboat.com](http://www.fishandboat.com) or contact the Statewide Public Access Program Manager at [RA-BoatGrants@pa.gov](mailto:RA-BoatGrants@pa.gov)*