HADLEY
COMMUNITY PRESERVATION COMMITTEE
CPA PROJECT APPLICATION

Please provide the information listed below and return an e-copy to the committee chair before the request deadline.

DATE: __________________________

I: Project information

Project Title: __________________________________________________

Project Address: _________________________________________________

One sentence summary: __________________________________________

______________________________________________________________

Estimated start & finish dates: ____________________________________

II: CPA program area (check one):

☐ Open Space/Recreational Land
☐ Historic Resources
☐ Community Housing

III. Detailed project information

Include all pertinent information including, maps, photographs, diagrams, descriptions of similar projects and endorsements, budget and funding sources. How does this request benefit the town of Hadley and meet the goals of the Community Preservation Act?

Open Space/Recreational Land: List location including assessor’s parcel number, number of acres, existing conservation restrictions, public access points. How will the land be used?

Historic Resources: List location and details of the building or object. Is the project on the state register of historic places? If not, you will need the Hadley Historical Commission to approve the project first and send a letter to the CPA Committee chair stating their approval. To approve the project, the Hadley Historical Commission needs to determine the project is significant in the history, archaeology, architecture or culture of the town. Are there any existing preservation restrictions? Will the project acquire, preserve, rehabilitate, or restore the historic resource?
Community Housing: List location, number of units affected. Is this for a housing trust or rental assistance? Community Housing is housing for low and moderate income individuals and families, including low or moderate income seniors.

IV: Applicant information

Organization receiving funds: ______________________________________________________

Two contact people:

Name, Email, and Phone _________________________________

Name, Email, and Phone _________________________________

V: Budget

CPA funding Request: $________________

Total Cost of Project: $________________

CPA request as a percentage of total budgets: ____________%

List of other funding sources and amounts: _______________________________________

VI: Submission

Application due dates:

January 1 for Annual Town Meeting

September 1 for Special Town Meeting

To submit your application, email it to Mary Thayer at cpamaryt@gmail.com. Be prepared to attend CPA committee meetings to answer questions about your application, provide additional information and make required changes, if any. Please bring nine black and white hard copies of your application to the CPA meeting for distribution and discussion. If approved by the CPA committee your proposal will be placed on the town meeting warrant for a vote. Someone also needs to present your proposal at Town Meeting before the vote.

For further technical information about the CPA: https://www.communitypreservation.org

For more information about the Hadley CPA and meeting dates, see the town’s website at https://www.hadleyma.org/community-preservation-committee