

APPENDIX VIII ENVIRONMENTAL IMPROVEMENT PROJECT APPLICATION

Project Title/Description (to include how Delaware's environment will benefit from implementation of the project, what environmental priorities will be addressed and how the project will be utilized and sustained in the future):

Organization:

Contact Person:

Telephone Number and Fax:

Address:

Email:

Objective of the Project:

Project Location:

Major Actions Planned and Associated Timelines:

Start Date:

End Date:

Description of how the project will be evaluated (Include measures of performance such as number of participants and/or environmental benefits and major actions completed):

Partners/Participants:

Applicable criteria:

Project Budget: (to include the amount of funds being applied for and how they will be spent – supplies/materials, contractual services, salaries, etc.) and the amount and sources of any other funds being applied to the project (contributions both in-kind and cash). A separate sheet may be submitted for budget information.

Authorized Signature

If your project is selected to receive funding you agree to sign the attached Project Memorandum of Understanding.

APPENDIX VIII (CONTINUED)

PROJECT MEMORANDUM OF UNDERSTANDING

(To be signed, completed, and returned, if selected)

You have been awarded \$_____ to fund the

Environmental Improvement Project (approved application attached). By accepting these funds you agree to carry out the Environmental Improvement Project in accordance with your application and to file the attached project completion report.

Applicant/Awardee

APPENDIX VIII (CONTINUED)

PROJECT COMPLETION REPORT

The Project Completion Report should be submitted to the Office of the Secretary of DNREC with copies to the Department Financial Officer. The Department reserves the right to request Project Completion Reports as necessary to comply with any reasonable request for information regarding Environmental Improvement Projects.

Please summarize the results of the project. Include measures of performance such as number of participants and/or environmental benefits and major actions completed.

Please explain how the project (data gathered, methodologies developed, etc.) will be utilized in the future.

On your financial report, include an itemized accounting by budget categories. If all of the funds were not spent, how much of the allocated funds were not spent? Please return the unneeded funds along with this report or forward the plan to spend any unspent funds.

Authorized signature

DNREC Representative signature

Failure to submit this report within 30 days after completion of the project or as requested may result in the applicant losing eligibility to receive any funds in the future through this program.