



Administration Department
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1161 – (262) 763-3474 fax
www.burlington-wi.gov

Park Development Fund Project/Program Application

Application Instructions: Fill out the application for funds as completely as possible. Incomplete applications will be rejected and will not be considered by the Park Board. Applicants should provide the most recent information and financial data when submitting their proposed-project/program. Please note it is mandatory that all applicants attend the September Park Board Meeting to have their proposal considered.

1. **Name of Group/Project Requesting Funds:**

2. **Applicant's Name:** _____ **Phone #:** _____

3. **Applicant's Email:** _____

4. **Please describe the project/program for which you are requesting Park Development Fund assistance:**

(Attach additional sheets as necessary)

5. **Total Amount of Dollars Requested:** _____

6. **Total Amount of Matching Funds Provided by Applicant:** _____

7. Please describe any In-Kind services to be provided by the applicant. If the In-kind services have an estimated dollar value, please include an estimate of the value of the services provided:

(Attach additional sheets as necessary)

8. Expected number of people served in one (1) calendar year: _____

9. Is the project/program discussed in the 2010-2014 Comprehensive Outdoor Recreation Plan? Y or N? (Please refer to the plan located at www.burlington-wi.gov or consult with City Staff.)

10. Will the project/program serve the public at large or a group with a special interest? (such as-Dog Park, Youth Baseball, etc.) _____

If the Project will serve a special interest group please describe the group and the estimated number of people it serves in one (1) calendar year.

11. Why is this project needed for the City of Burlington?

12. Please provide an annual operating budgeting of the sponsoring agency/group. If you do not have an annual operating budget, please provide a detailed project budget.

13. Please attach any additional information you wish the Park Board to consider in reviewing this request.