



Date Application  
Received

(For MaineDOT Use  
Only)

## Small Harbor Improvement Program

### Application

#### Section 1: General Information

<b>Applicant Name(s):</b>		
<b>Contact Person:</b>		
<b>Mailing Address:</b>		
<b>City:</b>	<b>State:</b>	<b>Zip:</b>
<b>Daytime Phone No.:</b>	<b>Email:</b>	
NOTE: The following sections of this application request specific project-related information. If warranted, pictures, maps, exhibits, diagrams, survey summaries, etc., should be included with the application. Please be concise. If additional space is required, please attach supplemental sheets.		

#### Section 2: Project Information

**Note: Separate complete application(s) are required for each different project proposal**

**Location of Project:** Provide abutting **street** name(s) and additional project location references. Feel free to attach designs/ diagrams, maps, sea charts, etc. that will help provide a clear description of the proposed scope and location:

**Project Summary** (*Outline proposed improvements in 40 words or less*):

**Provide a bulled list of proposed specific improvements (for instance...widen existing concrete ramp, create 8 new floats at 8 ft. by 20 ft each, replace gangway, 4 new pilings, etc., etc. :**

**Describe concisely why the project is needed and associated benefits:**

**Describe which groups (fisherman, recreational boaters, business, etc.) will benefit from the proposed project:**

**Describe any discussions with environmental permitting agencies and/or approved permits for the proposed project.**

**Describe environmental permits needed (in bullet form), and from which agency, necessary for the project.**

**Describe (if applicable) design efforts that have been completed to date on the proposed project and attach any completed design information.**

**Please list all applicable public meeting dates including town council/selectboard meetings for the project, for submitting this application, and for any budgetary approvals of local match. Please describe all sources of local match and amounts (To be eligible to receive funding for the next budget, the project and local match should be approved before submittal of this application by June 30<sup>th</sup>, of any given year)**

**If the community has not made the final decision(s) or approved the local match, please describe the timeline for approvals for the project and local match. (The project will not be placed into a future budget until all local approvals including local match are finalized).**

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### Section 3: Project Budget

#### Section 3.1 - Estimated Cost of Infrastructure Project (Each item needs an estimate, no zeroes or blanks!)

Preliminary/Final Design Engineering/Environmental Permitting:	1. \$
Construction:	2. \$
Right of Way (If applicable)	3. \$
Construction Oversight/Engineering (CE):	4. \$
Total Value of Project (add lines 1 through 4):	5. \$

Local Match/Voluntary Contributions (Note: All match/voluntary contributions must be detailed. Bonus consideration may be given to applications that offer additional match/voluntary contributions beyond any applicable required local match.)

- Cash (in most instances, cash is the only allowed match):	6. \$
- Potential quantifiable labor and/or materials contributions: (if listing labor or materials as proposed local match, please provide attachment with overview detailing how many hours, hourly rates, material quantities and costs, etc.)	7. \$

Total Local Match Contributions (minimum 50% of total project required): 8. \$

Funds Requested from MaineDOT: 9. \$

Note: The sum of Lines 8 and 9 should equal Line 5 above.

Please describe source of local match:

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#### Section 3.2 - Detailed Description of Infrastructure Project and Cost (if applicable)

Provide or attach a detailed description of project work items and/or construction costs from Section 3.1.

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## Section 5: Authorized Signatures

These signatures indicate that if the municipality is approved for funding, that the municipality will enter into a municipal/state agreement with MaineDOT requiring the municipality/applicant/sponsor to administer the development, design, and construction of the project abiding to federal, state, and local requirements. The signature also indicates that the community understands that it will be entirely responsible for maintenance of the finished project, and that the public will have access to the project for the life of the project.

Note: Information on Locally Administered Project (LAP) requirements can be found at:  
<http://www.maine.gov/mdot/lap/>

*An authorized representative of the city/town*

### **Municipal Official:**

**Name(s):**

**Title:**

**Phone #:**

**Email:**

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**Signature(s)**

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**Date**

### **Local Project Municipal Contact (likely to be the Local Project Administrator)**

**Name:**

**Title:**

**Phone #:**

**Email:**

If by email, send all information to [chris.mayo@maine.gov](mailto:chris.mayo@maine.gov). When we receive email, you will receive a response of receipt within one week. If you do not receive a response, call Chris Mayo at 624-3409 as soon as possible.

If hardcopies are mailed, please send two completed application packages (including all attachments and all required documents) to:

MaineDOT  
Attn: Chris Mayo  
Bureau of Planning  
16 State House Station  
Child Street  
Augusta, ME 04333-0016