



CUMBERLAND COUNTY CLEAN WATER GRANT PROGRAM

APPLICATION COMPLETENESS CHECKLIST

In addition to the information required on the application, the following supplemental documentation must be submitted for review. Applications not addressing these details will not be considered.

- ☐ Project narrative.
- ☐ Budget detail and supporting documentation to justify budget (quotes, estimates, hourly rates, and itemized lists).
- ☐ Site plans and/or specifications used for the layout and construction of BMPs with evidence they were prepared and sealed by an appropriate design professional, as necessary.
- ☐ Supporting details for long-term operation and maintenance (O&M) plan, including an overall maintenance budget, source and permanency of funding and the personnel assigned to maintain the facilities.
- ☐ Documentation of any required permits or approvals and their status as of current date.
- ☐ Documentation of any required municipal approvals and their status as of current date.
- ☐ Documentation of project acknowledgement and intent to proceed by landowner, as applicable.
- ☐ Full schedule for project procurement and construction, given a February 2025 notice of award.
- ☐ If the application is submitted pending approval of a governing body or board, the anticipated meeting date for approval should be provided.
- ☐ Letters of support, match commitment or partnership in project, as applicable.