



# Dane County Parks Friends Grant Program Project Narrative



## PROJECT DESCRIPTION

**Describe the project scope and include a discussion on the following evaluation factors:**

- Total project cost may not exceed \$25,000 for projects that involve construction or paving
- Project or concept must be identified in a master plan, if applicable
- Project is a capital improvement on Dane County parklands
- Organization has the capacity to provide funding requirement
- Projects must be approved by Dane County Park staff
- Organization must have the capacity to manage and implement the project

**PROJECT DESCRIPTION Cont.**

## PROJECT TIMELINE

**Provide key project implementation milestones and timeline:**

Example:

*All grants and sponsor matching funds secured – December 2020*

*Construction plans and specifications completed – June 2021*

*Permits and approvals secured – August 2021*

*Start construction – September 2021*

*End construction – November 2021*

## PROJECT DELIVERY PLAN

**Describe who will be performing project management activities such as construction management and oversight duties:**

**PROJECT OPERATIONS AND MAINTENANCE PLAN**

**Describe how the project will be operated and maintained in the future, who will be responsible for performing those activities, and what financial resources are available for it:**

**RECOGNITION**

**Describe how you will recognize Dane County's financial contribution to the project, if funded:**