



**APPLICATION**

**2025 Round B: DEP projects must be completed by October 31, 2027.**

**2025 Round B: DCNR Keystone Recreation, Park and Conservation Fund only qualified projects – work must be completed by October 31, 2027.**

**PART 1. APPLICANT INFORMATION:**

Project Manager: \_\_\_\_\_

Position Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address/City/Zip code: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Potential List of Partners [Please include organization(s) you intend to work with]:

\_\_\_\_\_  
\_\_\_\_\_

**PART 2. PROJECT DETAILS:**

Project Title: \_\_\_\_\_

Project Description / Scope of Work (This section should be no longer than 2 pages and attached to this cover page. The Scope of Work must include the cost detail breakdown for the project to be considered):

Project Type (Check all that apply):

- Development
- Planning
- Technical Assistance

Project's Expected Start Date: \_\_\_\_\_

Project's Expected Completion Date: \_\_\_\_\_

**PART 3. BUDGET INFORMATION:**

**Grant Request** (Maximum of \$40,000 DEP / \$25,000 DCNR): ..... \$ \_\_\_\_\_

.....

**Required Local Match** (Refer to Guidelines and only complete for appropriate project type):

- a. DCNR / DEP Multi Agency Project (At least 50% of Total Project Cost):
  - i. Cash..... \$ \_\_\_\_\_
  - ii. In-Kind..... \$ \_\_\_\_\_
- b. DEP Project (At least 10% of the grant amount requested):
  - i. Cash..... \$ \_\_\_\_\_
  - ii. In-Kind..... \$ \_\_\_\_\_
- c. DCNR Project (Dollar for dollar of the grant amount requested):
  - i. Cash..... \$ \_\_\_\_\_
  - ii. In-Kind..... \$ \_\_\_\_\_

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**Total Project Cost** (Grant Request + Local Match): .....\$ \_\_\_\_\_

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**PART 4. LETTER OF COMMITMENT:**

Letter(s) of commitment for cash and/or in-kind local match (Please attach to this cover page):

**PART 5. PROJECT CONSULTATION:**

Regional Agency Representative with whom you consulted about the proposed project

(Check all that apply):

- Jacob Moore, DEP
- Katie Wickert, DCNR
- Adriene Smochek, DCNR

\_\_\_\_\_  
Project Manager Signature

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**Please send complete applications by mail or email to:**

Northwest Commission | Attn: Jennifer Feehan  
 395 Seneca Street | Oil City, PA 16301  
[jenniferf@northwestpa.org](mailto:jenniferf@northwestpa.org) | 814-677-4800 x106