

Recreation/Parks Partnership Program

Letter of Intent

Date: _____

To: Municipality of Chatham-Kent

From: (Name of Organization/Applicant): _____

Address: _____

Our organization wishes to advise the Municipality of Chatham-Kent of its intention to submit a formal project proposal for consideration under the 2010 round of the Recreation/Parks Partnership Program.

A- Applicant Information

Organization Type (*check only one*):

Non-profit:

- University
- College
- Local School Board
- Research Centre
- Other Non-Profit

Private Sector:

- Incorporated Company
- Sole Proprietorship
- Limited Partnership
- Cooperative
- Industry Association
- Other (e.g. B.I.A.)

Business/Charitable Number: _____

B- Project Information

Project Name or Title: _____

Contact Name: _____

Title: _____

Telephone Number (Day): _____

Email Address: _____

Principal Project Location: _____

LETTER OF INTENT DEADLINE: Friday, April 30, 2010

1. Applicable Sector (check only one)

■ Recreation

- Replacement of existing infrastructure
- Repair of existing infrastructure
- Enhancement to existing infrastructure
- New infrastructure

■ Parks

- Trails
- Replacement/Repair of existing park infrastructure
- Enhancement to existing park infrastructure
- New infrastructure

Other, specify _____

2. **General Description of the Project** - include the project objectives, anticipated deliverables and expected challenges. (approximately 1-3 pages)

3. **Project Financing** – Please complete the project expense and revenue summaries below.

Estimated Project Costs and Financing	
Estimated Project Expenses	
	Total Amount
Capital Costs	
Wages and Salaries (<i>project-related only</i>)	
Other Project Expenses	
Total Project Costs:	

Estimated Project Revenues		
Source(s) of Funding (include in-kind)	Total Amount	Expected Date
Recreation/Parks Partnership Grant Requested		
Total Project Funding:		

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