

Application Guidelines

Please refer to the following guidelines when completing the grant application form. If using the Fillable PDF form on your personal computer, left-click on light blue area of the form field you wish to enter data. You may also Tab between the fields if you are not using a mouse. Save your form before closing using a customized file name reflecting your agency/marina name and a year.

If you have any questions, you may contact Dennis Schmitt, 2065 U.S. Highway 278, SE, Social Circle, Georgia 30025; Phone: (770)761-3011; Fax: (706)557-3061; Email: dennis.schmitt@dnr.ga.gov

Part I - GRANTING AGENCY INFORMATION

This provides information on who and how to contact the Wildlife Resources Division for information about this grant.

Part II - APPLICANT INFORMATION

Cooperating Agency Name: This should be the name of the agency or marina that is applying for the grant.

Provide other information as requested.

Contact Person: Make sure the Contact Person listed is the agency's primary person who will coordinate the project with the Wildlife Resources Division. This person will be called upon to answer questions.

Part III - PROJECT LOCATION

List the facility or marina name, county, and the body of water the marina is located on. When listing body of water, list the specific river, reservoir, channel, etc.

Part IV - GRANT AMOUNT/PROJECT COST

No entry is required by the applicant. This field will automatically update as Proposed Project Components are entered under Part V – Project Description.

The "TOTAL ESTIMATED COST OF THE PROJECT" is critical to avoid cost overruns and having bids come in over estimated costs. Be sure to estimate the project costs based on construction and material costs at least ONE year from the date of application. This amount must match the GRAND TOTAL from the project components in Part V. Round all estimated cost to the nearest dollar. Also, include copies of cost estimates from suppliers and contractors as an attachment.

The approved grant project is subject to 75% reimbursement, with the cooperating marina supplying the remaining 25% match.

Part V - PROJECT DESCRIPTION

Provide a narrative of all parts of the project. (Ex: Purchase a new pump-out, build new 30' dock to be used only for new pump-out, install plumbing to existing sewer line, provide electrical and water supply, trenching/digging, and labor costs.

PROPOSED PROJECT COMPONENTS

For all applicable Project Components, indicate whether it is replacement or new construction. Provide an estimated cost for each component of the project. The "Grand Total" must equal the total project cost listed in Section IV. Additional itemized sheets and/or contractor's estimates are recommended.

Part VI - PROJECT INFORMATION

Check the appropriate response.

List the names of the nearest pump-out facilities to your marina and the estimated distance by boat.

Part VII - PROJECT JUSTIFICATION

Provide a narrative of the needs for additional waste reception facilities in your area. Answer the questions listed. Also, provide some information on why you wish to participate in this program.

Part VIII - REQUIRED ATTACHMENTS

Make sure all necessary documents listed are attached with your application. It is important that the maps are as detailed and accurate as possible. Items 2-3 are critical in order to get proper approvals from the State Historical Preservation Office, and provide adequate site information to the USFWS.

APPLICANT SIGNATURE

Print your name, agency, and title. Sign and date the application.

Return **TWO** original sets of your application to the address listed.