Date

Venango Conservation District

Dirt Gravel & Low Volume Road Program Quality Assurance Board

1793 Cherrytree Road

Franklin PA 16323

Dear DGLVR Quality Assurance Board:

[ Applicant ] would like to apply for [ Dirt & Gravel or Low Volume ] grant funds for a stream crossing replacement on [waterway name ] on [ Road ].

* **Describe the current size and type of structure.**

*Examples: a 36 inch round concrete pipe, side-by-side 24 inch round plastic pipes, 3 FT wide x 3 FT high hand-laid stone culvert, 38 inch steel tank, etc.*

* **Describe why you want to do this project.**

*Examples: the bottom of the pipe is missing, the structure is collapsing, the roadway floods twice a year, it clogs with sediment or debris, it is a part of a larger project planned by the Township, Legislators/County Commissioners/Conservation District has expressed interest in pursuing this project, etc.*

* **Describe what you need the grant funds for and proposed in-kind.**

*Examples: will need funding to contract entire project, will need funds for materials only with applicant labor & equipment in-kind, will work hand-in-hand with a contracted excavator, can contribute up to $10,000 cash match if funded, will cover the cost of engineering, etc.*

* **Add any additional information about the project the QAB should know.**

*Examples: applicant has requested County grant funds to pave the road after replacement, applicant has completed two stream crossings of similar size, adjacent landowners are cooperative for project, applicant will take full recommendations of DGLVR staff to implement this project, etc.*

Thank you for your consideration.

Sincerely,

[ Name of Supervisor/ESM trained staff ]