

Tennessee Roadscapes Grant Checklist

Project Name: _____

Applicant: _____

Amount Requested: _____

This checklist is to be used by applicants to assist in assembling the application package. Be sure to carefully read all directions in the grant package in order to fill out the application properly. Make sure all items below are checked (if applicable) and include this checklist with you submittal.

- Completed and Signed Application Form** (must be signed by highest elected official of local agency)
- A. Roadscapes Activity** (select one or more)
- B. Project Description Narrative**
 - Project map (**must** include right of way lines, labeled project area, north arrow, road names)
 - Plant list (no plants from TNEPPC's Rank 1 – Severe Threat list)
- C. Project Background Narrative**
- D. Project Budget**
 - Letter verifying matching funds, signed by highest elected official of local agency
- E. Project Maintenance Plan and Costs Narrative**
 - Source of funding for maintenance
 - Cost of annual maintenance
- F. Community Involvement, Support and Commitment Narrative**
 - Letter of endorsement from MPO coordinator (*if applicable*)
 - Support documentation (*if applicable*)
- G. Economic Benefits Narrative**
- H. Environmental Benefits Narrative**
- I. Other Direct and Indirect Project Benefits Narrative**
- J. Project Implementation/Timeline Narrative**
 - Project schedule (construction start and completion date)
 - Active Transportation Enhancement and Roadscapes Grant information (*if applicable*)
- K. Environmental Checklist**

FOR TDOT USE ONLY									
Application Complete	YES	NO	TDOT Region	1	2	3	4		
Project Eligible	YES	NO	Population Category	A	B	C	D	E	
Project Category	_____								