



Wrentham Community Preservation Committee

Applicant Guide

Application Overview & What Qualifies

Glad you are considering an application for funds from the Wrentham Community Preservation Act (CPA) fund. The Wrentham Community Preservation Committee (WCPC) wants to make the process simple and straightforward.

All projects need to be in the Open Space, Recreation, Community Housing or Historic areas and meet certain criteria. See the resources section for a link to an eligibility guide.

Step 1

Eligibility Assessment

Review the Specific Guidelines and application dates, then fill out an Eligibility Form and submit. The WCPC will review for eligibility and notify the project owner of status, requesting a full project submission.

Step 2

Project Submission

Fill out a Project Submission form and send supporting documents to the Wrentham CPC email. Projects that are submitted with other committee support are more favored; example, Historic Commission votes to support project in Historic category. Projects should have bids from vendors to help validate the dollar requests; letters of endorsement (as applicable); project timelines; and an assessment of feasibility.

Step 3

Committee Presentation

Project Owners will present to the WCPC. The Committee will ask questions to understand how the project compares to the evaluation criteria.

Step 4

Committee Vote

The WCPC will vote in the late summer or early fall on the project. If the WCPC votes to support the project (Majority Vote), the project goes to Special Town Meeting for a vote from residents.

Step 5

Town Meeting

A member of the WCPC will introduce the Article. The Project Owner will present their project and answer questions. It is the responsibility of the Project Owner to garner support among residents for their project. Projects only get funded if the Article passes a vote at Town Meeting. A simple majority vote is required for most projects. A 2/3 majority vote is required for projects that involve bonding/borrowing of funds, as determined by WCPC with input from the Finance Committee and Town Administration.

What's Next? Review Eligibility. Reach out to the Wrentham CPC for more information or consultation.

Resources

Eligibility Guide:

<https://www.communitypreservation.org/allowable-uses>

Wrentham CPC Project Application and Timeline:

go to www.wrentham.gov then --> Boards & Committees --> Community Preservation Committee --> Forms

Wrentham CPC Email:

cpc (at) wrentham.gov