**PLANNING CONSULTATION MEETING NOTES**

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| Applicant:        |
|  |
| Date:        |
|  |
| Project Location:        |
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| Municipality (Borough, Township, City):        |
|  |
| County:        |
|  |
| **Attendee Log (Attached)** |
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| 1. PROJECT INFORMATION
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| (What problems does the Applicant expect to alleviate with the project? What is the scope of the project? When does the Applicant expect to implement the project?) |
|       |
| 1. FUNDING INFORMATION
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| (Electronic application process at [www.pennvest.pa.gov](http://www.pennvest.pa.gov); cutoff dates, terms, funding limits, refinancing, Letter of No Prejudice, Pre-Closing letter, tap fees, and non-restrictive procurement). |
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| 1. ELIGIBLE AND INELIGIBLE COSTS
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|       |
| 1. PLANNING APPROVAL
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|       |
| 1. PERMITS REQUIRED

(DEP will not recommend a project for PENNVEST funding unless all planning and DEP permitting requirements are satisfied by the cutoff date).  |
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| 1. OTHER PENNVEST REQUIREMENTS

(Local planning agency, the county (or regional) planning agency, the county agricultural preservation office (or Conservation District), sizing of facilities, cost-effectiveness, final inspection and nutrient credits).  |
|       |
| 1. FEDERAL REQUIREMENTS

(UER Process, DBE, Davis-Bacon) |
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| 1. FUNDING PRIORITIES

(Ranking criteria) |
|       |
| 1. OTHER ISSUES DISCUSSED AND ACTIONS TO BE TAKEN:
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