



# Albemarle Resource Conservation and Development Council Stewardship Development Program

August 2009

## APPLICATION FORM

*Please complete the following:*

Project Name: \_\_\_\_\_

Location: \_\_\_\_\_

Developer/Owner: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Relationship to Project: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Beginning Date of Construction: \_\_\_\_\_

Completion Date: \_\_\_\_\_

*Please check the box(es) that best describe the type of project/ development:*

- Commercial/Industrial
- Residential
- Public
- Other (describe) \_\_\_\_\_

*Please submit one (1) full size, full color paper copy and 1 digital copy in viewable form on CD or flash drive of all application materials. A .pdf file is suitable in lieu of CD or flash drive, as long as the .pdf files size is small enough for e-mail transmission. All sheets must fit into a 8.5 X 11 folder (may be folded). Please do not submit marketing information.*

**Send Completed Application to:**  
**Albemarle RC&D Council, Inc.**  
**Stewardship Development Program**  
**730 N. Granville St., Suite B**  
**Edenton, NC 27932**  
**Phone:252-482-7437 Fax:252-482-3428**

<i>For office use only:</i>	
Date Received:	_____
Received by:	_____
Qualified:	_____

## Application Checklist

*(refer to Application Guidelines for project criteria)*

### Required Information:

- APPLICATION FORM** (complete and sign)
- APPLICATION NARRATIVE** (2-page limit):  
Submit a narrative description of the project that highlights the best components that demonstrate outstanding or significant achievements. You may supplement with digital images, color slides, black & white or color photographs.
- PROJECT CRITERIA:**  
On the Application Guidelines, indicate which criteria the project meets or exceeds by checking the boxes next to the relevant criteria. Return a copy of the guidelines as part of the application packet.
- SITE PLAN:**  
Submit one detailed, full-size scaled site plan including all existing and proposed land alteration, infrastructure, and building types. Include a location map of the project vicinity with travel directions.

### Optional Information:

- SITE INVENTORY MAP:**  
Include a map of predevelopment site conditions. Designate such areas as wetlands, wildlife corridors/natural areas, floodplain boundaries, historical sites, etc.
- AERIAL PHOTOGRAPH(S):**  
Submit aerial photographs showing predevelopment conditions and surrounding areas.

**By signing below, the applicant indicates agreement to return any award and to forfeit all benefits if it is found by the Albemarle Resource Conservation and Development Council that the subject property failed to maintain the level, nature, and quality development represented in the application.**

\_\_\_\_\_  
**Applicant Signature** **Date**

*Applications Accepted Anytime*

September 30	Application deadline
October	Judging
November	Notification of Awards
December	Awards Recognition