

## BUREAU OF RECREATION AND CONSERVATION

<b>Title:</b> Project Signage		
<b>Issued by:</b> Bureau of Recreation and Conservation	<b>Effective Date:</b> 3/9/11 <b>Scheduled Review:</b> Annual	<b>Document Number:</b> 2300-032
<b>Reviewed:</b> 12/14/23	<b>Revised:</b> 12/6/12, 9/23/16, 11/4/19	
<b>Approved By:</b> Tom Ford, Bureau Director	<b>Program Area:</b> All	

### AUTHORITY

Act 18 of 1995, Section 306, Community Recreation and Heritage Conservation. The Department shall have the power to administer Federal and State programs for grants and loans to local governments, municipal authorities and nonprofit organizations for community and regional projects involving the planning, acquisition, rehabilitation and development of public park, recreation and conservation areas, facilities and programs.

### SCOPE

Provides directive for administration of the Community Conservation Partnerships Grant Program

### PURPOSE

The Department of Conservation and Natural Resources (DCNR), Bureau of Recreation and Conservation (Bureau) requires that a permanent sign be erected and maintained on all grant-funded project sites. This requirement is reflected in the grant agreement terms and conditions - Article XVIII Acknowledgement of Assistance. The purpose of the permanent sign is to provide acknowledgement of Department of Conservation and Natural Resources (DCNR) grant assistance, to notify the public that the facility is a public facility and to promote DCNR's recreation and conservation work to the general public. Below are the minimum standards for the permanent signs.

The Bureau also suggests that an "under construction" sign be displayed at the site during the construction period. The "under construction" sign is intended to demonstrate, during the time of construction, that DCNR grant assistance is helping to make the project possible.

### POLICY

#### A. Permanent Signs:

1. A permanent sign shall be erected and maintained at all project sites. The term "site" means the properties and facilities, including any portion of them acquired, rehabilitated, or developed with a grant from DCNR.
2. The permanent sign will conform with the minimum standard design and specifications established by the Bureau (provided below), unless local ordinance or local sign design standards require differently.
3. At a minimum, the permanent sign will state the site name, state that funding is provided in partnership with the Bureau, identify the funding source and the funding source logo. The sign should be installed in a highly visible location. The sign design needs to be approved by DCNR and it is acceptable to acknowledge other partners on the sign.

4. Costs associated with the development and installation of signs are eligible for reimbursement at the designated rate based on the program and funding source used. Costs for sign maintenance are not eligible for grant program funding.
5. When multiple projects are funded at a site with DCNR funding, or the project is of a linear basis, the Bureau may waive the requirements for additional permanent signs on a case-by-case basis.
6. When multiple sites are being acquired or developed utilizing a grant from DCNR, permanent signs are required for each site.

## **B. Standard Permanent Sign Specifications**

<b>Sign Size</b>	18" x 24"
<b>Font Size</b>	Range from .71" to 1.75"
<b>Font Style</b>	Arial
<b>Orientation</b>	Landscape
<b>Base Material</b>	Aluminum
<b>Thickness</b>	0.08"
<b>Sides Printed</b>	1
<b>Corners</b>	Round
<b>Base Color</b>	Green
<b>Text Color</b>	White
<b>Border</b>	White
<b>Location</b>	Highly visible area at site of funded project
<b>Mounting Holes</b>	No
<b>Overlay</b>	EG Vinyl
<b>Language/Logo</b>	Specific to program and funding source (see examples below)

## **Keystone Recreation, Park and Conservation Fund:**

# **OURTOWN PARK BOROUGH OF OURTOWN**

Funding assistance has been provided by the  
Department of Conservation and Natural Resources  
Bureau of Recreation and Conservation  
Keystone Recreation, Park and Conservation Fund



## **Keystone Recreation, Park and Conservation Fund Logo**



## Growing Greener Program - Environmental Stewardship Fund:

# OURTOWN PARK BOROUGH OF OURTOWN

Funding assistance has been provided by the  
Department of Conservation and Natural Resources  
Bureau of Recreation and Conservation  
Environmental Stewardship Fund



### Growing Greener Program Logo



## Growing Greener Program - Growing Greener Bond Fund:

# OURTOWN PARK BOROUGH OF OURTOWN

Funding assistance has been provided by the  
Department of Conservation and Natural Resources  
Bureau of Recreation and Conservation  
Growing Greener Bond Fund



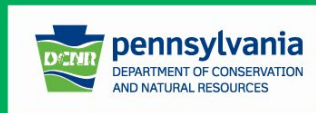
### Growing Greener Program Logo



## Federal Highway Administration - PA Recreational Trails Program:

# OURTOWN PARK BOROUGH OF OURTOWN

Funding assistance has been provided by the  
PA Recreational Trails Program  
Federal Highway Administration  
and the  
Bureau of Recreation and Conservation



### Department of Conservation & Natural Resources Logo



## **Snowmobile Management Restricted Account:**



## **Department of Conservation & Natural Resources Logo**



## All-Terrain Management Restricted Account:



## Department of Conservation & Natural Resources Logo





## U.S. Department of Interior - Land & Water Conservation Fund:

# OURTOWN PARK BOROUGH OF OURTOWN

Funding assistance has been provided by the  
Land and Water Conservation Fund  
U.S. Department of the Interior  
and the  
Bureau of Recreation and Conservation



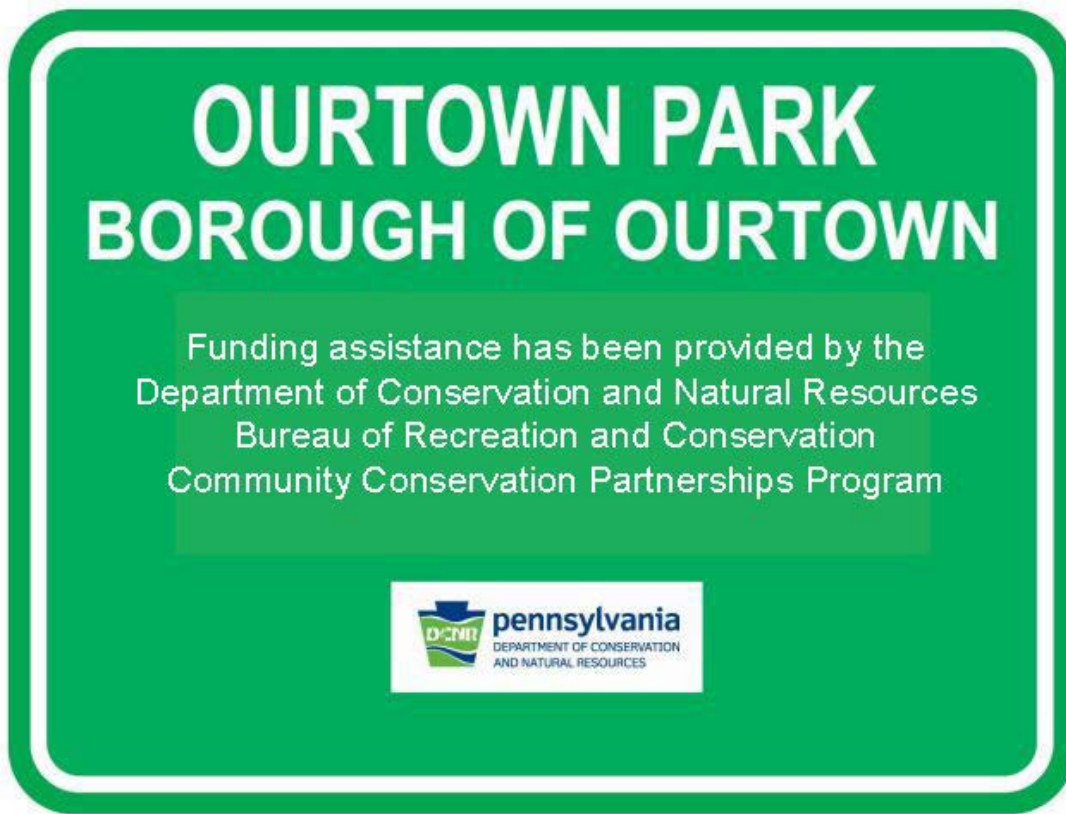
### Department of Conservation & Natural Resources Logo



### Land and Water Conservation Fund (LWCF) Logo



## General Funding Acknowledgment Sign:



### Department of Conservation & Natural Resources Logo



**DISCLAIMER**

The policies and procedures outlined in this guidance document are intended to supplement existing requirements. The policies and procedures herein are not an adjudication or a regulation. There is no intent on the part of DCNR to give the rules in these policies that weight or deference. This document establishes the framework within which DCNR will exercise its administrative discretion in the future.

**PAGE LENGTH**

11 pages

**EFFECTIVE DATE**

Immediately. This policy is to be reviewed and updated every year.

**EXPIRATION**

This policy remains in effect until revised or rescinded.

Tom Ford, Bureau Director

12/14/2023

---

Name/Title of Bureau or Office Director

---

Date