

**Recreation and Parks Advisory Board**  
**CUPF Updates**  
April 10, 2023

**Fee Study Update**

The QSC for the CUPF Fee Study is close to completion of its procurement obligations which means a selection will be made soon. Our hope is to offer a contract to the selected Vendor and conclude contract negotiations in the next few weeks.

**SUBSIDY PROGRAMS**

**Community Access Program (CAP) for Silver Spring Civic Building**

The CAP program is a grant fund utilized to reduce the cost of permitting the Silver Spring Civic Building and Plaza. It is budgeted for \$150,000 for FY23 and it has been a popular grant fund actively utilized by the community. At this time, the entire grant fund balance has been committed to community use activities. If you know of anyone who would like to apply please let them know that additional funds from the \$150,000 budget will be available in FY24 after July 2023.

**USER GUIDEBOOKS FOR COMMUNITY USE OF SCHOOLS AND GOVERNMENT BUILDINGS**

CUPF's Core Services Team has been working on new user guides to assist the community in understanding and using the permitting process for schools and government facilities. The guidebooks cover all facilities except the Wheaton Plaza, Wheaton Veterans Park and the Silver Spring facilities.

A blog article introducing our new user guidebooks has been posted here: [Community Use Bridge: NEW! User Guidebooks Now Available \(cupfmontgomerycountymd.blogspot.com\)](https://cupfmontgomerycountymd.blogspot.com/2023/04/community-use-bridge-new-user-guidebooks-now-available.html)