

**COMMONWEALTH OF PENNSYLVANIA**  
**Department of Conservation and Natural Resources**  
**Revised: 3/9/11 3:00 P.M.**

***Bureau of Recreation and Conservation (BRC)***  
***Administrative Policy/Grant Guidelines***

**SUBJECT:** Project Signage

**EFFECTIVE DATE:** 3/9/11

**REVISED:**

**BACKGROUND:**

The Bureau of Recreation and Conservation strongly 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 happen.

The Bureau also requires that a permanent sign be erected and maintained on all grant-funded project sites. This requirement is reflected under Article XVIII of the grant Agreement Terms and Conditions. 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.

**POLICY:**

**1. “Under Construction” and Permanent Signs:**

- a.** The Bureau strongly encourages applicants to develop and display an “under construction” sign consistent with the design and specifications provided below for all projects where site development occurs.
- b.** 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.
- c.** The permanent sign will conform to the standard design and specifications established by the Bureau and provided below, unless local ordinance or local sign design standards require differently. In these cases, the Bureau may waive the requirements and approve the local alternative design.
- d.** The permanent sign will state the site name, state that funding is provided in partnership with the Bureau of Recreation and Conservation, and include the DCNR logo. The sign should be installed in a highly visible location.
- e.** Costs associated with the development and installation of the “under construction” and permanent signs are eligible project costs, and they are reimbursable at the appropriate reimbursement rate for the program and

funding source used. Costs for sign maintenance are not eligible for grant program funding.

- f. When multiple projects are funded at a site with DCNR funding, the Department may waive the requirements for additional permanent signs on a case-by-case basis.
- g. When multiple sites are being developed utilizing a grant from DCNR, permanent signs are required for each site.

**2. “Under Construction” Sign Requirements:** (Local ordinance or local sign design standards may supersede these standards)

Overall Size:	18” x 24”
Font Size:	Range from .71” to 1.75”
Font Style:	Arial
Orientation:	Landscape
Base Material:	Foam Core
Thickness:	
Sides printed:	1
Corners:	Square
Base Color:	White
Text Color:	Blue
Border:	Yes
Mounting:	At funded project site
Mounting Holes:	No
Overlay:	EG Vinyl
Language:	Standard Language provided below

# UNDER CONSTRUCTION

This project is being funded in part through a grant  
from the Bureau of Recreation and Conservation



### 3. Standard Permanent Sign Requirements:

Overall Size:	18" x 24"
Font Size:	Range from .71" to 1.75" will have layout sheet defined on language text
Font Style:	Arial
Orientation:	Landscape
Base Material:	Aluminum
Thickness:	.080
Sides printed:	1
Corners:	Round
Base Color:	Green
Text Color:	White
Border:	Yes
Mounting:	At funded project site
Mounting Holes:	No
Overlay:	EG Vinyl
Language:	Standard Language for various signs provided below

# OURTOWN PARK BOROUGH OF OURTOWN

Funding assistance has been provided by the  
Bureau of Recreation and Conservation  
Community Conservation Partnerships Program



# OURTOWN PARK BOROUGH OF OURTOWN

Funding assistance has been provided by the  
Federal Highway Administration  
and the  
Bureau of Recreation and Conservation  
Community Conservation Partnerships Program



# OURTOWN PARK BOROUGH OF OURTOWN

Funding assistance has been provided by the  
Snowmobile and All-Terrain Vehicle Fund  
Bureau of Recreation and Conservation  
Community Conservation Partnerships Program



# 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  
Community Conservation Partnerships Program



This policy remains in effect until revised or rescinded.