# MEMORANDUM

**DATE:** {date}

**TO:** Florida Department of Environmental Protection PCPP Coordinator, Grace Rivera

**THROUGH:** {Supervising Professional}(initial and date)

**FROM:** {Site Manager}(initial and date)

**SUBJECT:** **PCPP Agreement – Request for Auxiliary Funding**

 {facility name}

 {facility address}

 {city}, {county} County, Florida

 FDEP Facility ID # {FACID}

 Discharge Date(s): {PCPP Discharge date(s) only}

 Priority Score: {##}

This memo is being submitted to the Florida Department of Environmental Protection (FDEP), Petroleum Restoration Program (PRP), regarding the Petroleum Cleanup Participation Program (PCPP) discharge(s) date(d) {discharge date(s)}.

The funding limit for the PCPP Agreement for this facility is $400,000.00. Initial assessment activities or remedial activities have been performed. Based on review of the assessment or remedial activities performed to date, the estimated total cost to achieve the No Further Action (NFA) criteria will exceed the maximum allowable State Funds of $400,000. Therefore, {County or Team} requests additional auxiliary funding of $100,000.00 to raise the funding cap to $500,000.00. The additional funding will be utilized for remediation and monitoring activities in pursuit of NFA determination using criteria set forth in Rule 62-780.680, Florida Administrative Code.

If you have any questions, please contact {site manager} at {email and phone number}.

Cc: Site File