

## **Grantee Environmental and Historical Preservation Picture Documentation Instructions**

1. Obtain aerial photo; there are multiple online sources for aerial photos that are either free or request a nominal fee.
2. Copy the aerial image.
3. Open Microsoft Paint and paste the aerial image on the canvas. The image should now be in Microsoft Paint.
4. Using the paint resources such as line drawing and fill colors, label exactly where facility security enhancements will be installed i.e. fencing, lighting, cameras.
5. Cut and paste completed drawing into Word document and explain details of the facility security enhancements.
6. An example of a completed product is pasted below.



Applicant Name: X Bus Company  
Grant Program: FY 2008 Intercity Bus Security Grant Program  
Grant Number: 2008-XX-XX-0000

Project 2: Facility Security Enhancements was awarded to X Bus Company in January 2009. Above are the enhancements that we wish to make to our facility. The building that the camera is mounted on was built in 1980. The installation will include 6,412 linear feet of chain link security fencing. A total of 820 fence post holes 6" in diameter and 36" deep will be dug. The property is not located in a designated flood plain and the building is not a designated historical property or a designated wetland.