

CHNEP Conservation Grant Application FY2020

Instructions: The CHNEP provides Conservation Grants to support portions of larger projects that implement our Comprehensive Conservation and Management Plan (CCMP). We require at least a 50% match of our funds. Preference will be given to projects in communities that have been historically underserved by CHNEP grants. Please read the following restrictions carefully. The CHNEP does **NOT** fund:

- Events or services for which there is an admission fee or charge; CHNEP will consider providing support for scholarships to allow participation by those who would not otherwise be able to;
- Restoration or improvements on private property;
- Projects that personally benefit the applicant;
- Political action or legislative advocacy;
- Fundraising activities;
- Projects completed prior to the award of the grant;
- Items that will be sold by the grant recipient;
- Reprinting of existing material unless part of a larger educational program, or;
- Capital improvement or endowment funds, or usual operating costs.

We encourage requests for funding in the \$500 to \$3,000 range. This is a cost reimbursement grant.

Please note: only one award per organization/activity/project will be granted per year. Projects should conclude by Sept. 30, 2020 if possible. For Fiscal Year 2020 (October 1, 2019 through September 30, 2020) \$30,000 has been reserved for Conservation Grants.

Once your application is received, it will be evaluated based on the information provided. We will notify you by e-mail about the status of your application. Conservation Grant funds are awarded three times per year:

Summer Deadline is August 1, 2019 for October 2019 award notice

Winter Deadline is December 1, 2019 for February 2020 award notice

Spring Deadline is April 1, 2020 for June 2020 award notice

The application allows you to tell us about your project. Please complete all fields for the application to be evaluated for funding. If a field does not apply to you or your organization, please type in "NA".

Contact Information

Project Title	
Short Description of Project (2-3 sentences)	
Name and Title	
Street Address	
City, ST, ZIP Code	
Phone	
E-Mail Address	
Organization Name	
Web address	
Amount requested	
Total Cost of Project	
Name of Entity that will accept Grant reimbursement (W-9 form is required)	

Critical questions

I agree to complete the project and submit the final report by September 30: ☐ Yes ☐ No

Has the CHNEP provided financial support to you or your organization in the past 5 years?

☐ Yes (please describe below) ☐ No

Date	Project Description	Award Amount

Link to CHNEP Comprehensive Conservation and Management Plan (CCMP)

Check **ALL** the appropriate descriptions of how the project benefits the CHNEP in efforts to further the CCMP. You are welcome to add project benefits.

- ☐ Maintain or improve water quality
- ☐ Protect, enhance, or restore native habitat
- ☐ Increase conservation, preservation, or stewardship of lands or waters
- ☐ Support public involvement in watershed management
- ☐ Provide opportunities for citizen participation in research, monitoring, or restoration
- ☐ Produce watershed and estuary communication tools
- ☐ Implement conservation landscaping or home best management practices
- ☐ Educate children and adults about estuary stewardship
- ☐ Target community(ies) historically underserved by CHNEP Micro-grants
- ☐ Other (please state) _____

Geographic Area (check all that apply)

- | | |
|---|---|
| <input type="checkbox"/> Dona & Roberts Bay | <input type="checkbox"/> Charlotte Harbor |
| <input type="checkbox"/> Myakka River | <input type="checkbox"/> Pine Island Sound |
| <input type="checkbox"/> Lemon Bay | <input type="checkbox"/> Caloosahatchee River |
| <input type="checkbox"/> Peace River | <input type="checkbox"/> Estero Bay |

Attachments

Please attach a one-page resume for the project leader.

Optional (but helpful): Project Timeline

Project description

Describe the project. If it is an event, include location and date. Provide information on the: **who, what, how, where** and **when** of the project. Feel free to attach pages, if necessary.

Project products (outputs/deliverables)

Briefly describe the final product of the project such as: a written report, a workshop, an event, a pamphlet, an interpretative placard, etc. Feel free to attach pages, if necessary.

Project results (outcome)

Briefly describe the project expected result(s), such as: “students will understand how stormwater ponds work, more than 3,000 people each year will visit the site and learn how to garden with native plants, 35 people will understand how their landscape impacts water quality,” etc. Feel free to attach pages, if necessary.

Detailed Budget

	CHNEP	Match	Total Budget
Salaries	\$ _____ +	\$ _____ =	\$ _____
Materials/Supplies	\$ _____ +	\$ _____ =	\$ _____
Travel	\$ _____ +	\$ _____ =	\$ _____
Subcontractors	\$ _____ +	\$ _____ =	\$ _____
Other Costs	\$ _____ +	\$ _____ =	\$ _____
TOTAL	\$ _____ +	\$ _____ =	\$ _____

Itemize how the total budget for salaries, materials/supplies, travel and subcontractors (above) will be spent.

Salaries: Itemize the hours estimated to be worked by each person and the full cost (salary, fringe and indirect rate.)

Staff person: _____ Billing rate: \$ _____ x _____ hours = Total cost _____

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Materials / Supplies: Itemize each item to be purchased and the cost.

Item(s) purchased _____ for \$ _____

Item(s) purchased _____ for \$ _____

Item(s) purchased _____ for \$ _____

Travel: Reimbursement for mileage is limited to \$0.405/mile. The grant funds cannot be used for meals.

Miles traveled: _____ X 0.405 = Total Travel costs _____

Subcontractor(s): Itemize the work to be performed by each subcontractor.

Subcontractor: _____ Work performed: _____ Cost: _____

Subcontractor: _____ Work performed: _____ Cost: _____

Other Costs:

Work performed: _____ Cost: _____

Vendor: _____ Service Purchased: _____ Cost: _____

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Be sure to explain in the narrative what expenses the CHNEP is being asked to support.

Other Project support (volunteers, other sources of funds)

Briefly describe other support (cash, in-kind, volunteers) already committed to assist with the project.

Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete.

Name (printed)	
Signature	
Date	

Thank you for completing the CHNEP Conservation Grant application!

Now, save a copy for your records, and attach a copy of your application to an email and send it to: grants@chnep.org CHNEP staff will review and notify you of the status of your application. Funding will be awarded based on the information you have provided and the funds available.