**Community Grant Application**

Please call or email MWMO staff if you would like assistance in filling out this pre-application or to discuss ideas and eligibility.

**Potential Project Name:** Click here to enter text.

**Is your project inside the MWMO boundaries?** [ ]  Yes [ ]  No
Please use our “[Find Your Watershed](http://mwmo.org/learn/find-your-watershed/)” feature to check.

## Applicant Information

## Federal Employer Identification Number (FEIN): Click here to enter text.

**Are you one of the following eligible applicants?** [ ]  Yes [ ]  No

[ ]  Nonprofit organization

[ ]  Recognized neighborhood group

[ ]  Business or professional association

[ ]  School

[ ]  Local government agency

[ ]  Other (please describe): Click here to enter text.

Eligible applicants may not serve a dual role as project manager/administrator and the project coordinator, contractor or consultant. Refer to [*Stewardship Fund Grants Eligibility Requirements*](http://mwmo.org/grants/stewardship-fund-grants/eligibility/) for more information and full eligibility requirements.

1. **Provide eligible applicant name & contact information:** (The person that would handle the contractual and financial aspects of the grant)

**Organization:** Click here to enter text.

**Contact Person:** Click here to enter text.

**Address:** Click here to enter text. **City:** Click here to enter text. **Zip:** Click here to enter text.

**Phone:** Click here to enter text.

**Email:** Click here to enter text.

**Summary of role or qualifications to act on behalf of the organization:** Click here to enter text.

1. **Provide project manager name & contact information:** (The person that will be following the project status and will be the main contact for MWMO staff to get project updates)

**Organization:** Click here to enter text.

**Contact Person:** Click here to enter text.

**Address:** Click here to enter text. **City:** Click here to enter text. **Zip:** Click here to enter text.

**Phone:** Click here to enter text.

**Email:** Click here to enter text.

**Summary of role or qualifications to act on behalf of the organization:** Click here to enter text.

**Project Narrative**

Please answer the questions by typing where it says “Click here to enter text”.

1. **Describe the project in a short summary.** **Include ways in which you will educate others in learning how they can take actions to protect lakes, rivers, streams or wetlands.** Include the steps you will take to engage others. Who is the audience you want to reach?Will you ask participants to take a specific action to protect water bodies? How will you know if you achieved your project goals?

Click here to enter text.

**500 words or less preferred**

1. **List up to three name(s) of partners or groups that are likely to collaborate with you on the project.** List people or groups that will assist you in completing your project by providing funding, donating materials, offering labor, etc. If you have emails or letters from them about their commitment, please submit them with your application.

Click here to enter text.

1. **Has the property owner given permission to build this project on their site?** Permission letters are required from property owners where physical projects will be built before funding can be provided. Letters must include the property owner’s permission to build the project on their site as described by the applicant. Include the project address in the letter and indicate who will maintain the project for a minimum of 3-5 years after it’s installed. Signatures from all property owners are required on the letter.

[ ]  Yes [ ]  No [ ]  Need to find out [ ]  We aren’t building a project

1. **What is the rough total cost of your project? This should be equal to or above MWMO’s funding contribution. If you are invited to submit a final application, a complete budget form will be attached to that invitation email.** You can attach a budget if you have already created one.

$ Click here to enter text.

1. **How much of the project’s cost do you want the MWMO to fund?** (Up to $5,000.00)

 Click here to enter text.

1. **What parts of the project do you want the MWMO to fund?** Check if these costs are [eligible](https://www.mwmo.org/grants/stewardship-fund-grants/eligibility/) for MWMO funding. Examples include staff time, native plants, soil, rocks, educational materials or a rental fee for a facility where you’ll hold an event.

 Click here to enter text.

1. **What is a rough timeline for your project? (200 words or less)**
See the example timeline below. Use whatever format you prefer. Just be sure to add details that show how you will plan, complete and reflect on your project at the end to learn lessons for the future.

*April 2021–May 2021: Plan educational presentation and raingarden design
May 2021–June 2021: Give educational presentation; sign up volunteers for raingarden install
June–September 2021: Install raingarden; create raingarden maintenance plan*

*September 2021–October 2021: Give tours of new raingarden site; encourage others to plant*

*October 2021–December 2021: Discuss project with partners to decide what went well and/or what might need to be changed in the future*

*October 2021–December 2021: Complete grant close out activities with MWMO, including a close out interview and sharing “lessons learned” with MWMO staff*

Click here to enter text.

## Submittal Checklist

[ ]  Pre-Application (Word or pdf)

[ ]  Location map(s) (optional)

[ ]  Letters of support (optional)

[ ]  Letter from property owner (if needed)

[ ]  Additional project information, as applicable: Click here to enter text.

Please submit the application electronically to the contact listed on our website: [*https://www.mwmo.org/get-involved/stewardship-fund-grants/community-grants/*](https://www.mwmo.org/get-involved/stewardship-fund-grants/community-grants/)

Please use the subject line “Stewardship Fund – Community Grant Application” in your email.

Thank you for taking the time to fill out this application. If you have questions about the Stewardship Fund program, or the application, please contact us.