# Action Grant Application

Note: Some questions may not apply to your project. Answers you provide will help the MWMO understand your project better. The space where you enter your responses will expand as you type.

Application Date: Click here to enter text.

Project Name: Click here to enter text.

**Is your project inside the MWMO boundaries?**  Yes  No

(For a map of MWMO boundaries, visit: <http://mwmo.org/learn/find-your-watershed/>)

## 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 and project 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:

1. **Provide an overview of your project.**

Click here to enter text.

1. **Describe planning or site investigation work that has been completed already and will benefit this project.** *Examples include development of conceptual site plans, soil infiltration testing, and evaluation of any past contamination. Please include any known information regarding the history of land use at the project location.*

Click here to enter text.

1. **List any project partners and describe their role in the project.**

Click here to enter text.

1. **List permits or other approvals necessary for this project and note whether they have been secured or are anticipated.**

Click here to enter text.

1. **Do you intend to engage professional consultants to oversee construction?**  Yes  NoIf yes, provide their name and credentials.

Click here to enter text.

1. **Explain how the project will be maintained post-construction.** Include long-term plans for maintenance of the project and identify who will be performing the maintenance.

Click here to enter text.

1. **Estimate the impact on water quality as compared to the MWMO standards.** Complete the table below and attach any relevant calculations.

|  |  |  |
| --- | --- | --- |
|  | MWMO Standards | Estimated Project Treatment Results |
| **Rate Control** | Per City requirements | Click here to enter text. |
| **Water Quality / Volume Control** | 1.1” of runoff from new impervious surfaces | Click here to enter text. |

## Project Location

1. **Provide the address or description of the area where the project will be located.** Attach location map with specific area of work denoted. Please feel free to include a link to an online map of the location if available.

Click here to enter text.

1. **Are you the property owner?**  Yes  No

If no, attach a letter that includes permission, interest, and commitment from the property owner for the work being completed on the property. A signature from the individual who has the power to grant permission for the proposed activities is required on the letter.

## Project Funding

Information about project budgeting is available in the [*Budget Form Directions*](http://cdn.mwmo.org/wp-content/uploads/2016/03/Budget_Form_Instructions_2015.pdf). Please note that Action Grants require a 25 percent match contribution.

1. **List amount of MWMO grant funds requested (up to $50,000).**

Click here to enter text.

1. **Complete the** [**Stewardship Fund Budget Form**](http://cdn.mwmo.org/wp-content/uploads/2016/03/SF-BudgetForm.xls) **and attach with your application.** If you have questions, please refer to the [*Budget Form Directions*](http://cdn.mwmo.org/wp-content/uploads/2016/03/Budget_Form_Instructions_2015.pdf) document or contact MWMO staff.
2. **List and describe the match contribution that will be used toward the total project budget.** Describe the status of matching funds (planned, pending, or secured) and note whether it is cash or in-kind match.

Click here to enter text.

1. **Will the applicant be applying for City Stormwater Credit as a result of this work?**

**Yes  No** If yes, please provide dollar amount anticipated.

Click here to enter text.

## Project Timeline

1. **Complete the following table to describe the project timeline.**

| Start Date | End Date | Major Activity |
| --- | --- | --- |
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## Demonstration of Public Value

1. **Community input on the project will make your grant more competitive. If community input has been received for your project, please describe the process and outcomes.**

Click here to enter text.

1. **Describe specific public education or outreach opportunities the project will create and the intended audience.**

Click here to enter text.

1. **Describe how the project will be evaluated for effectiveness or success.**

Click here to enter text.

1. **How did you hear about the MWMO Stewardship Fund?**

Previous grantee

Partner organization

MWMO staff

MWMO website

MWMO e-newsletter

MWMO social media

Other, please note: Click here to enter text.

1. Additional project information attached (check all that apply):

Site photographs

Site plan

Feasibility studies

Soil borings and/or soil infiltration testing results

Phase I or Phase II site investigations

Plan describing water flow on the site

Stormwater management calculations

Technical drawings

Planting plan and plant lists

Cost estimates, quotes, or bids for project components

Permits or other approvals

Other (please specify): Click here to enter text.

# **Submittal Checklist**

Application (Word or pdf)

Budget (Excel or pdf)

Rate control and water quality / volume control calculations (if applicable)

Location map(s)

Letters of support

Letter from property owner (if needed)

Additional project information, as applicable

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

Please use the subject line “Stewardship Fund – Action 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.