



## **DELAWARE COUNTY CONSERVATION DISTRICT MINI-GRANT PROGRAM**

In order to promote conservation work in Delaware County, the Conservation District has established a mini-grant program. The grants will be awarded on a competitive basis. Grant requests should not exceed \$500.00. The Conservation District Board will annually allocate a sum of money to this program based on the prior year's excess of income over expenses. To start the program in 1998 the board allocated \$3,000.00.

### **Applications for mini-grants will be collected from the following groups:**

1. Locally Based Environmental Organizations
2. School Based Environmental Clubs
3. Home Owners Associations
4. Scouting Organizations
5. Civic Associations
6. Sportman's Groups

### **Projects expected to result in the conservation of natural resources, education of a wide audience and/or significant improvements to water quality will be funded. The following are examples of the types of projects that will be considered:**

- A. Streambank Stabilization
- B. Riparian Forest Buffer Plantings
- C. Stormsewer Stenciling / Disks
- D. Wildlife Habitat Improvements
- E. Conservation Practice Installation or Implementation Approved by the Natural Resource Conservation Service (N.R.C.S.) on Land Open to the Public without an Access Fee.
- F. Special Topic Workshops or Seminars for the General Public on Local Environmental Issues.
- G. Stream Monitoring – Water Quality Testing Programs
- H. Evaluation of New Erosion and Sediment Control Products on Publicly Owned Construction Projects.
- I. Nature Trails

### **Applications will be accepted semi-annually: Application deadlines are Spring-April 1st and Fall-October 30<sup>th</sup>!**

### **Grants are Awarded at the Conservation District Board of Directors Meeting Following Each Deadline!**

## **Additional Terms and Conditions**

The grant applications must be submitted on the form developed by the Delaware County Conservation District. The funds will be distributed after the grantee has expended the funds and completed the project, unless the Board waives this requirement. Funds will be released from the Conservation District upon the group's submittal of a claim form and a report documenting proof of project completion. If the Board waives the requirement for payment after completion of the project the group must still submit a claim form to prove the project was satisfactorily completed. If the group fails to provide the necessary proof of project completion they will be ineligible for future mini-grants and requested to return the funds.

The mini-grant program's goal will be to maximize the environmental quality while minimizing paperwork, as associated with other grants. The funds allocated to this program are non-tax dollar funding. The funds are a part of our affiliate membership program. Donations are received from various sources, but the funds are primarily received as part of the emergency Erosion and Sediment Control Review Process. We will need to keep accurate records on the use of these funds so a certain amount of documentation is required.

## **Contact the District**

**Brian Vadino, Watershed Specialist**  
**Delaware County Conservation District**  
**Rose Tree Park – Hunt Club**  
**1521 N. Providence Road**  
**Media, PA 19063**  
**Ph. 610-892-9484**  
**Fax 610-892-9622**  
**[VadinoB@co.delaware.pa.us](mailto:VadinoB@co.delaware.pa.us)**

S:/Brian Vadino/mini-grant program/mini-grant application2015



**Delaware County Conservation District**  
**Mini-Grant Program**

**All applications must be submitted by the approved deadline. Please submit completed applications to:**

**Delaware County Conservation District  
Rose Tree Park – Hunt Club  
1521 N. Providence Road  
Media, PA 19063  
Phone Number: (610) 892-9484**

**Deadlines: Spring- April 1<sup>st</sup> and Fall- October 30<sup>st</sup> of Each Year**

**Name of Sponsoring Organization:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Town/City:** \_\_\_\_\_ **State:** \_\_\_\_\_

**Zip Code:** \_\_\_\_\_

**Project Contact:** \_\_\_\_\_

**Phone #:** \_\_\_\_\_

**Federal Identification Number or Social Security Number:** \_\_\_\_\_

**BUDGET**

**Amount Requested:** \_\_\_\_\_

**Matching Funds (If Applicable):**

**(Include letter of Commitment from each organization)**

<b>Organization</b>	<b>Match Amount</b>
_____	\$ _____
_____	\$ _____
_____	\$ _____

**Total Project Cost (Requested Amount + Match): \$ \_\_\_\_\_**

**PROJECT SUMMARY**

**Project Title:** \_\_\_\_\_

**Description of Project – Please answer the following questions:**

- 1) Who will be responsible for implementing the project? Will you be partnering with other organizations to complete certain aspects of the project?**
- 2) What is the scope of the project? For example, what tasks will be completed?**
- 3) Where will the project be implemented?**
- 4) When is the project expected to be completed?**
- 5) What are the overall objectives of the project?**

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**ADMINISTRATION**

**A. If your project is approved, whom should the check be made out to?**

Name: \_\_\_\_\_

**B. Does your organization request a waiver of the requirement that the Conservation District grant will be received upon submission of a claim form after the project has been successfully completed?**

YES or NO: \_\_\_\_\_

**C. If (YES) to Question B, should your application be considered withdrawn if the Conservation District does not waive the above requirement?**

YES or NO: \_\_\_\_\_

**D. If your project is approved for an amount less than the amount requested, should the Conservation District withdraw your application?**

YES or NO: \_\_\_\_\_

**E. Grant Application Approved by the:**

(a.) \_\_\_\_\_ **at our** ((a.) Name of organization)

(b.) \_\_\_\_\_ **meeting held** ((b.) Type of meeting: Weekly, Monthly, Annual, etc.)

(c.) \_\_\_\_\_ ((c.) Date of Meeting.)

(d.) Submitted by: \_\_\_\_\_

**Signature of Officer of Organization**

(e.) \_\_\_\_\_

**Signature of Recording Secretary or other Officer**

<p><b>For Internal Use Only:</b></p> <p>Received by: _____ Date received: _____ Complete: _____</p> <p>Eligible: _____</p>
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