

The Last Green Valley 2010 Grant Program

- 🍃 Competitive grant program for nonprofits and municipalities.
- 🍃 Grant awards range from \$500 - \$25,000.
- 🍃 Projects must conserve, celebrate, interpret or enhance The Last Green Valley's significant natural, historic, cultural and scenic resources, or promote economic development and tourism consistent with the region's character.
- 🍃 Detailed application materials are enclosed.



P.O. Box 29, 111 Main Street
Danielson, CT 06239-0029

Past projects have included funding for:

- Sustainable agriculture 🍃 Historic preservation 🍃 River clean-ups 🍃 Community festivals
Trail projects 🍃 Downtown streetscape improvements 🍃 Agri-tourism 🍃 School curriculum development
Land use education/implementation 🍃 River access 🍃 Community gardens 🍃 Tourism products
Open space preservation/planning 🍃 Farmers' markets 🍃 Town common enhancements
Interpretive materials 🍃 Natural resource conservation

www.thelastgreenvalley.org

Brimfield • Charlton • East Brookfield • Dudley • Holland • Oxford • Southbridge • Sturbridge • Webster, MA

Ashford • Brooklyn • Canterbury • Chaplin • Coventry • Eastford • Franklin • Griswold • Hampton • Killingly • Lebanon
Lisbon • Mansfield • Norwich • Plainfield • Pomfret • Preston • Putnam • Scotland • Sprague • Sterling
Thompson • Union • Voluntown • Windham • Woodstock, CT

ELIGIBLE PROJECTS

- Grant awards can be used for a wide variety of projects that conserve, celebrate, interpret, or enhance The Last Green Valley's significant natural, historic, cultural, and scenic resources. Grant awards can also be used to promote economic development and tourism consistent with the region's character.

ELIGIBLE ORGANIZATIONS

- Municipal boards, commissions or committees, schools, and nonprofit 501(c)(3) or (6) organizations are eligible to apply for projects located within The Last Green Valley. Informal citizen groups and private businesses may access grant funds by developing partnerships with an eligible entity. Priority will be given to groups that have received no grant funding from TLGV in the past three years.

APPLICATION PROCESS

- See the next page for an outline of the application process and a checklist of requirements.

APPLICATION DEADLINE

- Applications must be postmarked or hand-delivered by **Wednesday, March 31, 2010**.

THE FINE PRINT

A 1:1 match of cash or in-kind contributions (such as volunteer labor or donated supplies) must be demonstrated. TLGV reserves the right to fund projects at a level less than requested.

Incomplete, e-mailed, or faxed applications will not be considered. Applications will be evaluated by a selection committee whose members will recommend their decision to TLGV Board of Directors/Executive Committee for final approval of awards.

Applicants that are awarded funding will be expected to attend a short meeting to discuss paperwork and reporting requirements. Projects cannot begin, and funds cannot be spent, until a contract has been fully executed. For all grants, payment of expenses will be made on a reimbursement basis. Projects must be completed by June 30, 2011.

TLGV may provide a sign to place on the site of any project involving property improvements. Any project involving private property must provide written consent of the owner and demonstrate a general benefit to the community. All final products (i.e. reports, photographs, slides, etc.) will become the property of TLGV and will be in the public domain. Applicants will also retain separate ownership rights to project products.

FOR MORE INFORMATION

If you have any questions about the grant program or would like to discuss your proposal prior to submission, please contact Lois Bruinooge, Deputy Executive Director, at 860-774-3300 or lois@tlgv.org.

The Last Green Valley Grant Program

APPLICATION PROCESS

- Detach, complete, and sign the **Application Cover Sheet** or go on-line to www.thelastgreenvalley.org to access, fill in and print out the Application Cover Sheet. You may also create a cover sheet using your own computer, as long as you retain the same format and submit a hard copy.
- Answer the following questions** using no more than 3 separate pages. Please provide complete and specific information to the questions asked, keeping the answers numbered and in order:
 1. Project Summary (Describe the project – What is it? Where is it located? Why is it needed?)
 2. Briefly, what are the history, purpose and accomplishments of the sponsoring organization(s)?
 3. What are the goals and/or outcomes of the project?
 4. What is the work schedule?
 5. Who are the personnel involved, paid or unpaid, and what are their qualifications and tasks?
 6. What is the overall budget for the project? How will the 1:1 match requirement be met?
 7. What are the plans for publicity, education and/or community outreach? How will you credit The Last Green Valley as a funder?
 8. How will your organization evaluate the project?
 9. What are the project's tangible results and lasting benefits to the community?
- Complete a **Project Budget** (also available on-line) using the space provided on the bottom of the Application Cover Sheet. You may also create a budget sheet using your own computer, as long as you retain the same format and submit a hard copy. A 1:1 match of cash or in-kind contributions (such as volunteer labor or donated supplies) must be made. Please list the wage rates and dollar value of any donated labor. Gifts of cash, goods, and services from contributors other than the sponsoring organization should be listed separately.
- Provide the following **attachments**:

For all applications:

 - Up to three letters of support are strongly recommended;

For municipalities:

 - A written document, signed by the chief elected or appointed municipal official, approving submission of the grant application and confirming the availability of matching funds and/or in-kind contributions;

For nonprofits:

 - Copy of the 501(c)(3) or (6) letter from the U.S. Internal Revenue Service;
 - A written document, signed by an officer of the Board of Directors, approving submission of the grant application and confirming the availability of matching funds and/or in-kind contributions.
- Make six (6) copies of the entire package. (Keep one for yourself).
- Postmark or hand-deliver the **original plus five (5) copies** of the application package, before the applicable deadline, to:

Lois Bruinooge, Deputy Executive Director
The Last Green Valley
P.O. Box 29, 111 Main Street
Danielson, CT 06239-0029





The Last Green Valley Grant Program

For office use only
Grant number: _____
Amount requested: _____
Amount funded: _____

APPLICATION COVER SHEET

Project Title: _____

Sponsoring Organization(s): _____

Start Date: _____ Completion Date: _____ Amount Requested _____

Project Director (responsible for project completion and accounting): _____

Mailing Address: _____

Phone: (days) _____ (evenings) _____ (fax) _____

E-mail: _____

Federal Employer Identification Number (required): _____

Signature of Project Director: _____ Date _____

PROJECT BUDGET

Please list all expenses and revenues of the project. (The addition of the contributions from other sources, sponsor's cash, sponsor's in-kind contribution and grant funds requested should equal the cost, both by line item and totals.) The applicant must show a strong commitment to the project through matching funds or in-kind contributions.

Item (describe)	Cost =	Contribution from other sources	+	Sponsoring Organization Cash	+	Sponsoring Organization In-kind Contribution	+	TLGV Grant Funds Requested
Totals								

