



SMALL GRANTS FOR COMMUNITY PARTNERING

Larimer County Department of Natural Resources

HISTORY

In 1998, Larimer County Department of Natural Resources launched the Small Grants for Community Partnering Program (Small Grants Program) to support community-led projects in the county with a portion of the Help Preserve Open Spaces 1/4-cent sales tax funds. The program was created to provide the community with direct access to open space sales tax dollars for seed money for community projects and to nurture community partnerships for lasting impacts across the region. Since its inception, the Small Grants Program has awarded over \$370,000 to communities throughout Larimer County. To-date, 222 community and neighborhood projects have benefited from the program that connect people to the land.

2023 GRANT CYCLE – 25th Anniversary

Eligible applicants may apply for a specific project request (seed or capacity building) to be completed in fiscal year 2023. Applicants may request up to \$3,500 and demonstrate at least a 50% cash/in-kind match from other sources. Research project proposals (Category E) must be discussed beforehand with the Program Officer. Applicants are limited to one application per grant cycle and those who have received three consecutive years of funding are not eligible to apply for one grant cycle.

2023 ONLINE APPLICATION

All applications need to be received through the online form by **11:59 p.m. on Thursday, September 15th**. The budget worksheet is available on the Small Grants website and will need to be uploaded through the online application form.

To apply, complete and submit an online application at:

<https://forms.gle/L8Ctaex5q2yP1MeBA>

Thank you for your interest in the Small Grants for Community Partnering program. For questions about the Small Grants program or applying for a grant, please contact:

Jennifer Almstead
Small Grants Program Officer
jalmostead@larimer.org



APPLICANT ELIGIBILITY

Anyone can apply, with just a few exceptions and parameters:

1. Government agencies already receiving Help Preserve Open Spaces tax dollars may not apply directly. This includes but is not limited to the cities of Fort Collins, Loveland, Estes Park, Berthoud, Wellington and Timnath.
2. For projects on public lands and for government agencies (excluding educational institutions), the applicant must be a 501c3 non-profit or other non-governmental entity with an active, leadership role in the project.
3. **Together with the grant application, all affected landowners must agree in writing with the project.** Homeowners and Property Owners Associations must submit a copy of board meeting minutes approving the project. Educational institutions must provide a letter from the appropriate facilities director agreeing to the specific project.
4. **Applicants leasing property from a private property owner** must submit a letter from the owner explaining the terms of the lease and agreeing to the specific project.

GRANT CRITERIA & PROJECT CATEGORIES

1. Proposed projects must be in accordance with the mission of the Larimer County Open Lands Program and fall into one or more of the five Small Grants for Community Partnering categories listed below. Select and discuss the category that most accurately fits your project, and identify any other categories that may also apply:
 - A: Provides or enhances natural areas, including wildlife habitat, river areas and wetlands.
 - B: Provides public linkages with existing open lands and parks. Linkages may be either trails or wildlife habitat.
 - C: Provides opportunities for environmental education, outdoor recreation, or nature interpretation.
 - D: Provides opportunities for people to connect with the land via agriculture or increased access to open spaces and natural areas.

(1) **Agriculture projects** must meet the following criteria:

1. Provision of local food production, including community gardens, CSAs, etc., with a preference for projects which:
 1. are community minded (connecting a community and its people to an area)
 2. are conservation minded, and
 3. have local distribution in Larimer County

(2) **Increased Access** to open spaces and natural areas projects must meet the following criteria:



2. Getting people out onto open spaces and natural areas that are made available at least in part with open spaces sales tax dollars. Projects should be one or more of the following:
 1. nature-based education
 2. nature-based health and wellness programs
 3. nature-based recreation
 4. transportation to open spaces and natural areas

Additionally, the project must be approved through the Natural Resources special event permit process before funding can be awarded. (www.larimer.org/specialevent/apply.cfm)

E: Research on Larimer County open spaces projects must meet the following criteria:

1. Research which will provide *new information* to increase a better understanding of Larimer County Department of Natural Resources' properties and/or the visitors who use them. Projects should encourage intellectual curiosity about our natural world and/or how people connect to it. Research projects should include:
 - a. Ecological (examples: species, plants, etc.)
 - b. Behavioral (example: relationships of people to open spaces, etc.)
 - c. Cultural (examples: barriers to use of open spaces, historical use of open spaces, etc.)

The proposed research project must be discussed with the Small Grants Program Coordinator beforehand at 970-619-4569.

The project must be approved through the Natural Resources special event permit process before funding can be awarded. (www.larimer.org/specialevent/apply.cfm)

Funding for research may not be used for college or university overhead or administrative costs. No exceptions.

2. Projects must be located or take place within Larimer County (unincorporated or city/town limits). Grant dollars can only be distributed in Larimer County, and to the extent possible, awards will be made throughout the entire county. Preference will be given to those associated with conserved land (e.g., HOA's covenant protected lands, neighborhood parks, etc.).



3. Projects must have a **minimum match of 50%** of the requested dollar amount. For example, a \$1,000 request requires a \$500 match. The match may be from donated in-kind services, volunteer hours, private dollars and/or other funding sources (e.g., other grants).
4. Projects that include planting and/or habitat improvement must use native and/or non-invasive, drought-resistant plant species appropriate for the selected environment, except for projects categorized as "Agriculture."
5. If applicable, a long-term maintenance plan is required and should be included in the application.
6. For any project applications which are proposing a new structure, rehabilitation or change of use of an existing structure are required to contact the Larimer County Community Planning Department at (970) 498-7679. Applicants are responsible for obtaining and meeting all of the permitting requirements as set forth by the Community Planning Department.

FUNDING LIMITATIONS

Eligible Expenses	Ineligible Expenses
Project expenditures related to project implementation, materials, supplies, etc. Delivery or shipment of project materials is permitted but cannot exceed more than 5% of the total grant request.	Salaries and/or project planning expenses, except for category "E" (<i>research</i>) projects
Tools and equipment (e.g., GPS units, weed sprayers, etc.) may be funded to 501c3 non-profit organizations, only with an acceptable justification as it relates to project implementation	Transportation expenses, except for categories "D (2)" (<i>increased access to open spaces</i>) and "E" (<i>research</i>) projects

TIMELINE FOR COMPLETION

All projects must be completed by December 31, 2023.

BUDGET

Please use the Small Grants Budget Form provided on the Small Grants Program website and refer to the Budget Form Example for reference.

ADDITIONAL ATTACHMENTS

- Include up to two maps (a context map and a detailed schematic map)
- Include any design plans and/or engineered drawings
- Include up to two pages of photos