



KALKASKA
CONSERVATION
DISTRICT

406 South Cedar Street, Suite A
(PO Box 2068)
Kalkaska, MI 49646
(231) 258-3307
www.kalkaskaconservation.org
Your Land, Your Water, Your Michigan

Kalkaska Conservation District CONSERVATION GRANT PROGRAM - 2024

The Kalkaska Conservation District (KCD) is pleased to announce the 2024 Conservation Grants Program. Grants are available to the public for conservation related projects to be implemented in Kalkaska County. KCD is anticipating awarding up to \$15,000 to 6 - 10 projects across Kalkaska County. Grants will range between \$500 - \$10,000 each. KCD seeks proposals for a variety of projects that directly improve the health of Kalkaska's water, soil, natural resources and environment.

Prior to completing your application form, please review the criteria for the grant program as well as the summary of the follow-up procedures and Final Project Report required of all recipients of a Conservation Grant.

ALL GRANTS BEGIN WITH A SITE VISIT. Call (231) 258-3307 to schedule a visit.

Please review this information carefully as it may prove valuable when designing your project and submitting your application. In particular, please note the deadlines and signatures required for the application. Improperly complete or incomplete applications may not be considered for funding. Each applicant may request up to \$10,000 in support, but KCD reserves the right to reduce the amount requested if it deems the project cost isn't justified.

The application deadlines are the 15th day of March, June, and September. Applications received after a deadline will be considered in the following round of grants. All applicants will be notified if they are or are not recipients of an award no later than the end of the month the application was due. Awardees will receive their funds at the start of the project period and must have all funds spent in one year, unless the project schedule is extended with approval of KCD. If you have any further questions pertaining to the grant application process, please email KCD District Manager, Mark Randolph, at mark.randolph@macd.org

Good luck and thank you for your interest in the Conservation Grant Program.



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KCD Conservation Grant Criteria

Below is a list of criteria which must be met by applicants in order to be considered for a conservation grant. Please use these criteria to develop your grant proposal.

1. Eligible applicants include: individuals, local school districts, private landowners, Native American tribes, libraries, townships, local municipalities, non-profit organizations, lake associations, school groups, and other community groups.

Ineligible applicants include: State and Federal government agencies, public universities and colleges, groups/organizations who reside outside of Kalkaska County*, KCD employees and Board members, or groups with a political purpose.

**Unless the group is proposing a project on their own property located in Kalkaska County.*

2. Match Requirement: 20% match is required for the project. Match can be in cash to the project or in-kind services to the project. 20% is the minimum requirement. More match is welcome and encouraged. Match over 20% will be considered favorable to your application. Match can be from any source including local, State, and Federal funds, but must be tracked by fund type.

3. Proposals will be evaluated on:

- A. The positive impact to the environment
- B. The short term and long-term goals of the project
- C. The overall feasibility of the project within the timeframe available
- D. The provisions for the maintenance of project past the initial start in the future
 - i. i.e., School or Community Gardens with no summer maintenance plan will not be considered.*
- E. The provisions for promotion of your project to the public

4. Project Priorities: The following activities are listed in order of funding priority. Other projects outside of these priorities can be submitted for consideration.

- A. Tree planting or reforestation after harvest
- B. Erosion Control (*Shoreline hardening such as seawall projects are not eligible*)
- C. Establishment of pollinator garden(s), rain garden(s), natural shoreline protection, or riparian buffer (forested or native plants/grasses)
- D. Improving compliance with Natural River Zoning Standards (natural vegetation zone, e.g.)
- E. Hands-on outdoor natural resources education or service project for any/all ages.
- F. Agriculture education or community/school garden expansion – *Must include education component*
- G. Natural resources educational signage for public parks, trails, walkways.
- H. Other



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5. Funding Restrictions:

- A. Applicants may request up to but no more than \$10,000 for project support. \$500 to \$2,000 is the expected grant range for most projects. Reforestation and Natural Rivers Zoning compliance are more likely to meet the greater than \$2,000 level of need.
- B. Monies received may be used for conservation/education projects related to the improvement of the environment/natural resources within Kalkaska County. Projects will be ranked on the priorities above. Other projects may be proposed, but priority will be given to projects meeting the priorities above.
- C. Monies received may NOT be used for equipment totaling over \$200, travel (*bus rental for a project can be included*), salaries, fringes, overhead, permitting, or for projects required by legal order. An accounting of all monies must accompany the Final Project Report.
 - i. *Speaker fees may be considered on a case-by-case basis and should be approved by KCD before submitting your application.*

6. Activity Requirements

- A. Any activities that include planting must use approved native species. If planting is proposed in application a species list must be included in the application and approved by KCD.
- B. Establishment of pollinator gardens, rain gardens, natural shoreline protection, riparian buffers, or erosion control projects can be implemented on public or private property. Applications must include pictures with an area measurement of the work area(s) and plans for continued maintenance.
- C. Erosion control projects should utilize natural methods as much as possible and be approved by KCD before project is started. KCD will not fund seawalls, or stone walls however stones can be utilized within the overall project.
- D. Projects that include research or experimental aspects will be considered for funding on a case-by-case basis.

7. Reporting Requirements:

- A. A written Final Project Report of the work completed, including pictures, is required of all grant recipients. This report (see the following Final Project Report outline) should be submitted by the end of the grant period, to KCD. The report should have no less than 10 good quality photos that may be used on the KCD website, social media, and in KCD publications to showcase the grant projects. The report and photos shall be submitted electronically to KCD at mark.randolph@macd.org.

8. Publicity Notice:

- A. All publicity generated for and received by the project must acknowledge the Kalkaska Conservation District (KCD) as the funder or partial funder. All signs/published materials associated with the project is required to include the KCD logo and acknowledgment of KCD as a funder of the project. All projects are required to include a permanent project sign about the project and acknowledging KCD as the funder with the KCD logo. All permanent signage needs approved by KCD before printing. KCD will pay for the signs.
 - **Suggested funding acknowledgement:** *This project was funded in part by the Kalkaska Conservation District*



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9. Application Submission:

Application materials are due to KCD by 4:30pm March, June, or September 15th, 2024.

Application materials and all other supporting documents should be emailed to:

mark.randolph@macd.org. Applicants will be notified by email when their application is received. If you do not receive an email that KCD received your application within 24 hours of submission please call us at 231-258-3307. **Late Applications will not be considered in the current round.**

Project Description - Explain the goals of the project, the direct deliverables, and how those actions meet the focus of the grant. How did this project become a priority for you? How does this project fit into your overall plan or mission? How does this project positively impact the environment on and off your location?

Project Timeline – Explain the timeline of the project. Bullets or a table may be used here. Be very clear as some plants can be planted only at certain times of year. Include the goals in the timeline and when they will be complete.

How will the project benefit the public and the environment? Even if the property is completed on private property the project should benefit the public in one way or another. The applicant should provide why this project is important to the public and how it benefits the public and the environment.

Who will maintain the project after its completion? If this is an education project, what do you expect the outcomes to be for those who participate in the program? - *Think beyond the first year or two.*

Why should we fund your project over others? What makes your project important and relevant to the Kalkaska Conservation District and its mission?

How will your project be promoted to the public? Provide details about how you will promote your project to the public during the grant timeframe and past the project timeline.



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Project Authorization/Authentication

I understand that the awarding of grants and their amounts shall be the sole discretion of the Kalkaska Conservation District Board of Directors or its designees. I also understand that all applications, reports, and pictures become the property of KCD. Should this project be awarded funding, KCD has the right to disseminate the project application, or an abbreviated description thereof, the final report, its underlying concepts, and/or ideas. If awarded a grant, I agree to abide by all KCD criteria governing its grant program and will acknowledge this funding source in all publicity and/or publications resulting from the project.

I further agree that if awarded I must complete the project within one year and to submit a final report on the project at that time, and that the final report will include a detailed accounting of all funds expended with receipts.

The Kalkaska Conservation District, its sponsors and/or any of its agents/officials, shall assume no responsibility or liability for claims of damage of any kind to property or for claims of injury to any person in connection with a grant.

Project Coordinator Signature _____ Date _____

I have reviewed the completed application and wholeheartedly support this project (School Superintendent, Principal or Organization President).

Official's signature _____ Date _____

Printed name _____ Title _____

Application must be received by the 15th day of March, June, or September, 2024.



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KCD CONSERVATION GRANT FINAL PROJECT REPORT

Due one year after grant award.

As follow up to our funding and in order to help future grantees improve their overall success, the Kalkaska Conservation District requests a Final Project Report at completion of the project. In addition to answering the questions below, please provide photo documentation from before, during and after the project implementation.

- A. List your goals from the original proposal and describe your success with each goal.
- B. List specifics on how KCD funding was spent.
- C. What were your biggest challenges?
- D. What are the plans for maintaining the project for the coming years?
- E. How has the project impacted the environment and/or the public?
- F. Detailed budget breakdown of each expense with a copy of the receipt for each purchase.
- G. Attach copies of any publicity given to the project.
- H. **Please separately attach at least (more is better!) 10 good photos of the project, especially of the installation and end result. They can be photos used in the report PDF, but should be separate .jpg, .gif or .png files so we can use them in our own documents.**