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**School and Community Habitat Grant Application 2024**

The application outline is provided below. More information, including the grant overview, example plant selection list, and past awardee info can be found on our website: <https://www.washtenawcd.org/schg>   
  
**Application Submission & Deadlines:** All grant applications must be submitted to Summer@washtenawcd.org with subject line, “2024 School and Community Habitat Grant Application”, by the deadline.  
  
Applications must be submitted in the form of Word documents (.doc, docx) or PDF (.pdf). Please reach out if you need support to edit this document and submit in those formats. If necessary, printed hand-written applications can be submitted by request.

**Application Deadline:** Monday, June 10, 2024 **Award Notification:** July/August 2024

**Date of Submission:**

**Name of Organization:**

**Organization Type:**(School, Community Organization, Nonprofit, HOA, Conservation Organization, Other - please specify)

**EIN #**

**Address: City/Zip:**

**Primary Applicant Contact Name:**

**Phone: Email:**

Please check the following and sign to agree to the requirements and responsibilities:

I agree to submit the application fully to be considered.

If awarded, I agree to meet Grant Awardee Responsibilities outlined in the grant overview.

If unable to follow through with responsibilities, or with change of primary contact person, I agree to notify the WCCD.

**Signature:**

**Provide narrative answers to the following application criteria:**Please use this document to answer each section in the spaces provided to the best of your ability. There’s no requirement to have a complete plan or every question fully answered yet! It is perfectly acceptable to share your current vision, state of the project, and what you hope to learn. Our goal is to meet all grant awardees at their current knowledge level and for the grant to be accessible and educational for all involved.

* **Mission/Purpose:** 
  + State your organization’s mission/purpose in applying for this grant.

* + Provide an overview of who the project will benefit and how.

* + Indicate if your organization has previously received this grant award or other grants/funding.
* **Timeline:**   
  Select either Spring 2025 (April-June) or Fall 2025 (Sept-Oct) to receive plants and install your habitat. Design consultation will be scheduled in advance of the installation dates. Provide any details of site prep and timing planting installations that may be relevant.
* **Project Overview:**Describe your organization’s vision for the project.  
    
  + Provide a title for your project. Choose something that captures the description and what makes it unique to the space or your community.
  + Describe the type of your project:   
    Some examples might include: Butterfly / Pollinator garden, Rain garden, Fruit Forest, Reforestation, Shade Trees, Wildlife habitat restoration, educational garden, Native Plant landscaping. This isn’t final, so if unsure, just describe your ideas in your own words.
  + Describe your project.
    - Please share your understanding of the ecological focus and community benefits of your project, if unsure, just let us know what you hope to accomplish from the project.
    - (optional) Provide any existing design plans, layout, or sketches of your project. You can attach additional documents when you submit your application.
* **Site Selection:**Introduce your proposed site and explain why you selected it.
  + Provide a description of the existing site. Include anything relevant:
    - Who uses the space? How is it used?
    - What are the abiotic natural features? (sunlight, water, soil, topography, etc.)
    - What wildlife exists? (plants, animals, invasive species, etc.)
    - What is the long-term vision for the space?
    - Include photo/s of the space or attach with your application submission.
  + Provide a description of the layout of planned project. Include a size estimate of the area in square feet.
  + Provide a Google Maps pin location or aerial view screenshot. Insert here or attach with application submission. Outline the planned project location if possible.
  + Provide a statement of permission in perpetuity from the site landowner / administrator to install the project at the proposed location. Insert or attach with application submission.
* **Coordination:** Provide a list of responsible parties who will maintain the site
  + Outline your maintenance plan.
    - Is water accessible?
    - What is your plan to manage weeds or invasive species?
    - Who will maintain the site? What about during the summer months?
    - What challenges do you foresee and how will you respond?
  + Include who will coordinate and how they will coordinate. Include their existing relationships to the space and any experience and skills for installing and maintaining this type of project.
    - Include a plan for who will take over coordination if the primary coordinator leaves.
  + Explain how your community will be involved and demonstrate the community commitment & relationship to the space. What skills and experience will your greater community contribute to the success of the project? What challenges do you foresee within your community / neighborhood?
* **Grant Awards requested:** The following are offered to recipients, check the box for each if requested, and if not, demonstrate your plan otherwise. Services will be provided by professional technician or WCCD staff.
  1. Site assessment & consultation, with optional soil test by request.
  2. Site design & maintenance plan, including plant species and layout. Indicate if you intend to work with a particular consultant. Otherwise, we’ll match the project with a consultant.
  3. Site materials, including trees, shrubs, other native plants, and supplies.   
     Indicate if you intend to work with a particular nursery. Otherwise, plants lists will be available through our existing plant sale offerings.
  4. Site installation, including borrowing planting tools and volunteer outreach support
* **Other:** Provide any other relevant material or information. The following are not required but could be included:
  + How you learn about the grant?
  + Attach an overall estimated budget for your project. Including estimated cost of tree, shrub, and plant material. Include any committed funds provided by your organization.
  + Attach community members’ letters showing commitment to support the project.

(Optional) Attach a draft list of tree, shrub, and native plants requested. WCCD plant offerings differ depending on Fall or Spring installation timing. If you need support with plant selection, indicate so on your application.