# Action Grant Application

Application Date: Click here to enter text.

Project Name: Click here to enter text.

**Is your project inside the MWMO boundaries** (<http://mwmo.org/learn/find-your-watershed/>)**?**   Yes  No

**Are you one of the following eligible applicants?**  Yes  No

* Nonprofit organization
* Recognized neighborhood group
* Business or professional association
* School
* Local government agency
* Other (please describe):

Eligible applicants may not serve a dual role as project manager and project consultant.

Refer to [*Stewardship Fund Grants Eligibility Requirements*](http://mwmo.org/grants/stewardship-fund-grants/eligibility/) for more information and full eligibility requirements.

## Please complete the following questions as best you can.

Note: Some questions may not apply to your project. Answers you provide will help the MWMO understand your project better. The space where you enter your responses will expand as you type.

## Project Narrative

1. **Describe your project in a short summary below.** If you have documents that would help us understand your project, please attach them to the email when you send in your application.

Click here to enter text.

1. **Describe specific water management strategies, outreach components, and/or innovations the project will include.**

Click here to enter text.

1. **Describe the water quality and/or habitat improvement the project is intended to create.**

Click here to enter text.

1. **Explain how the project will be maintained post-construction.** Include long-term plans for maintenance of the project and identify who will be performing the maintenance.

Click here to enter text.

1. **Estimate the impact on water quality as compared to the MWMO standards.** Complete the table below and attach any relevant calculations.

|  |  |  |
| --- | --- | --- |
|  | MWMO Standards | Estimated Project Treatment Results |
| **Rate Control** | Per City requirements | Click here to enter text. |
| **Water Quality / Volume Control** | 1.1” of runoff from new impervious surfaces | Click here to enter text. |

1. **List additional project partners.** Upon Full Application, you may be asked to provide letters of support from these partners.

Click here to enter text.

## Project Location

1. **Project Address** Provide the complete address, intersection, or description of the area where the project will be located, include any known information regarding the history of land use at the site. **Attach** a location map with specific area of work denoted. If submitting digitally, you may include a link to an online map of the location.

Click here to enter text.

1. **Are you the property owner?  Yes  No** If no, **attach** a letter that includes permission, interest, and commitment from the property owner for the work being completed on the property. A signature from the individual who has the power to grant permission for the proposed activities is required on the letter.

## Construction Readiness

If this project is selected for a Full Application, project drawings and calculations will be required. You are encouraged to provide as much information as possible during the Pre-Application process to allow us to better understand the project goals. If the project is awarded a Stewardship Fund Action Grant, the funding may be contingent upon the results of a site assessment to rule out site contamination which would make the project infeasible.

1. **Are the following documents ready for submission for your project?**

Yes  No - Feasibility studies

Yes  No - Technical details for stormwater innovations

Yes  No - Site plan

Yes  No - Plan describing water flow on the site

Yes  No - Planting plan and plant lists

Yes  No - Soil borings and/or assessments

Yes  No - Phase I or Phase II site investigations

Yes  No - Stormwater management calculations

Notes: Click here to enter text.

1. **The following have been considered and information will be made available**:

Yes  No - Permits or other approvals are anticipated

Yes  No - Permits or other approvals have been secured

Yes  No - Professional Consultants will be engaged to oversee construction

Notes: Click here to enter text.

1. **List permits or other approvals which have been secured or are anticipated.**

Click here to enter text.

1. **Do you intend to engage Professional Consultants to oversee construction?  Yes  No** If yes, provide their name and credentials.

Click here to enter text.

## Project Funding

Action Grants require a 25% match. More information is available in the[*Budget Form Directions*](http://cdn.mwmo.org/wp-content/uploads/2016/03/Budget_Form_Instructions_2015.pdf)*.*

1. **List amount of grant funds requested (up to $50,000).**

Click here to enter text.

1. **Complete the** [**Stewardship Fund Budget Form**](http://cdn.mwmo.org/wp-content/uploads/2016/03/SF-BudgetForm.xls)**.** If you have questions, please refer to the [*Budget Form Directions*](http://cdn.mwmo.org/wp-content/uploads/2016/03/Budget_Form_Instructions_2015.pdf) document, or contact MWMO staff.
2. **List any additional funding sources that will be used toward the total project budget.**

Click here to enter text.

1. **Will the applicant be applying for City Stormwater Credit as a result of this work?**

**Yes  No** If yes, please provide dollar amounts anticipated. Click here to enter text.

## Project Timeline

1. **Complete the following table to describe the project timeline.**

| Start Date | End Date | Major Activity |
| --- | --- | --- |
| Click here to enter text. | Click here to enter text. | Click here to enter text. |
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## Demonstration of Public Value

1. **If community input has been received in regard to your project, please describe the process and outcomes.**

Click here to enter text.

1. **Describe how you might engage in the community to add an education or demonstration value to this project post-installation, including the intended audience.**

Click here to enter text.

1. **Describe how the project will be monitored or evaluated for effectiveness or success.**

Click here to enter text.

## Detailed Applicant Information

Eligible applicant information is available on our website: [*http://mwmo.org/grants/stewardship-fund-grants/eligibility/*](http://mwmo.org/grants/stewardship-fund-grants/eligibility/)

1. **Provide eligible applicant name & contact information.** This is the person that would handle the contractual and financial aspects of the Grant.

**Name:** Click here to enter text.

**Organization:** Click here to enter text.

**Contact Person:** Click here to enter text.

**Address:** Click here to enter text.

**Phone:** Click here to enter text.

**Email:** Click here to enter text.

**Summary of role or qualifications to act on behalf of the organization:** Click here to enter text.

1. **Provide Project Manager name & contact information.** This is the person that will be following the project status and will be the main contact for MWMO Staff to get project updates.

**Name:** Click here to enter text.

**Organization:** Click here to enter text.

**Contact Person:** Click here to enter text.

**Address:** Click here to enter text.

**Phone:** Click here to enter text.

**Email:** Click here to enter text.

**Summary of role or qualifications to act on behalf of the organization:** Click here to enter text.

1. **How did you hear about the MWMO Stewardship Fund?**

Partner Organization

MWMO Staff/Website

Email Blast/Social Media

Other, please note Click here to enter text.

Thank you for taking the time to fill out this Application. If you have questions about the Stewardship Fund program, or the Application, please contact staff listed below.

Please submit Application electronically (Word or PDF) to:

Marcy Bean

Capital Projects and Stewardship Specialist

[**mbean@mwmo.org**](mailto:mbean@mwmo.org?subject=Stewardship%20Fund%20Action%20Grant%20Pre-Application)

Direct: 612-746-4979

**Or submit paper copies to:**

Mississippi Watershed Management Organization

Attn: Marcy Bean

2522 Marshall Street NE

Minneapolis, MN 55418-3329

# CHECKLIST:

Confirm the project is within the geographic location of the MWMO: <http://mwmo.org/learn/find-your-watershed/>

Confirm that you are aware that the project will require a 25% fund match, and list the funding source(s)

Complete the Stewardship Fund Budget Form

In order to better understand your project, supplemental attachments may be included for MWMO information. These items will be required if the project is selected for a Full Application.

Additional project information attached (check all that apply):

Map of specific parcels on which the project would occur

Feasibility studies

Technical drawings

Site plan

Planting plan and plant lists

Soil borings and/or assessments

Phase I or Phase II site investigations

Stormwater management calculations

Site photographs

Other (please specify): Click here to enter text.