



Middle Fork Crow River Watershed District Application for Program Funds

Name: _____

Organization: _____

Address and Phone: _____

Email Address: _____

Title of Project: _____

Type of Project: (circle one)	Monitoring/Data Collection	Education/Information
	Inventory/Mapping	Implementation

Brief Project Description:

Project Cost

Funding Amount Requested: _____

Match/In-Kind Funding: _____

TOTAL PROJECT COST: _____

FUNDING REQUIREMENTS AND CONDITIONS:

- All funding recipients will be required to submit a written report as well as a short presentation to the Board of Managers within 90 days after completion of the project. Pictures of the project or event are encouraged.
- Funding is provided on a reimbursement basis. A letter requesting reimbursement, along with appropriate receipts and accounting for expenses, must be submitted prior to issuing funds.
- Funds can not be used for purchasing or supplying food.
- Matching funds, both in-kind and cash, must be at least the amount of the funding request.
- Once funding has been approved, expenditure must be completed within one year.
- All funding requests must be approved by the Board of Managers at their monthly meeting. Applications must be submitted at least one week prior to the board meeting. Be sure to check dates, as they are subject to change. The board will not call a special meeting for reviewing applications.
- Funding levels will vary and there may be times when there is no funding available. You may wish to inquire about availability prior to filling out the application.

PROJECT INFORMATION: Please limit your responses to questions 1-6 to no more than 2 pages.

1) Project Narrative:

Describe the water quality issue to be addressed and how this project will work to address this issue. Describe as specifically as possible project goals, the workplan for the project, timeline and expected outcomes.

2) How will the Middle Fork Crow River Watershed District and its resources benefit from this project, if funded?

3) Project Evaluation:

How will you determine and measure success in ways that are meaningful to citizens and decision makers?

4) Required Approvals:

Please list and describe any required permits or approvals (including landowners) to be obtained prior to project implementation.

5) Additional Information:

Please include any additional information you would like to share with us regarding your project proposal.

6) Project Partners:

Provide names, affiliations, contact information and roles of partners directly involved in this project.

BUDGET WORKSHEETS

Project Expenditure Budget			
Complete the following table by listing the objectives that will comprise your project and estimated cost of each objective.			
Objectives	Funding Types		Total
	Grant and Local Cash	In-kind	
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
Total of Program Objectives	\$	\$	\$

Project Revenue Budget: Include all the sources of grant, match money, and in-kind contributions for your project. The match requirement must be no less than the amount of the grant.			
Project Sponsors	Project Costs		
	Cash Contribution To Project	In-kind Contribution To Project	Total Project Support
Project Sponsor Contribution			
Other Contributing Sponsors:			
1.			
2.			
3.			
4.			
5.			
6.			
TOTAL: All project sponsors			
Grant amount requested			
	Total Cash	Total In-kind	Total Project Cost
GRAND TOTALS	\$	\$	\$