

CHESAPEAKE BAY RESTORATION FUND
ADVISORY COMMITTEE



APPLICATION PACKET FOR FINANCIAL SUPPORT GRANTS
2017–2018

Instructions: Please complete all requested forms in this packet. Once complete, click the Generate Email button on the last page to create and email containing the application packet addressed to the Division of Legislative Services. If you have any attachments, add them to the email, then send.

If you have received a grant in the past, you do not have to fill out the Electronic Data Interchange (EDI) or Federal Identification Number (W-9) forms.

2017–2018 Guidelines for Financial Support Grants

Background

In 1995, legislation was passed creating the Chesapeake Bay Restoration Fund Advisory Committee. The Advisory Committee was given the responsibility of developing goals and guidelines for the use of the moneys collected from the sale of the special Chesapeake Bay license plates. By December 1 of each year, the Advisory Committee is required to present to the Governor and the General Assembly a plan for expending these funds. The Advisory Committee will recommend that such expenditures be in the form of financial grants for the support of specific Chesapeake Bay projects.

Applying for Grants

Applicants must complete the attached grant application and, unless the applicant is a prior grant recipient, the W-9 form and two EDI forms. No application will be accepted after the 5:00 p.m. on October 1, 2017.

Projects selected for funding will be recommended for inclusion in the 2018 Appropriation Bill, and applicants will receive notification of their awards by the Advisory Committee upon approval of the state budget in April 2018.

Eligibility

Applications will be accepted from state agencies, local governments, and public or private not-for-profit agencies, institutions, or organizations. **Grants will not be awarded to individuals.** Preferences will be given to environmental education and action-oriented conservation and restoration projects within Virginia's Chesapeake Bay watershed.

Activities that are not eligible for funding include:

- Capital construction
- Endowments
- Annual giving or fundraising
- Salaries or benefits (unless compensating the direct performance of specific project activities)
- Indirect costs
- Food items
- Lawsuits/litigation
- Political action programs/lobbying

Funding Priorities

Each year the Advisory Committee will establish specific priorities for funding. This year under the subjects of environmental education and Bay restoration and conservation, applicants are encouraged to submit proposals in the following areas:

Environmental Education Priorities

The goal of environmental education is to increase public awareness and knowledge about the Bay, resulting in behavioral change. Proposals are invited that:

- Supplement and enhance environmental training for educators.
- Expand environmental educational opportunities and the use of existing educational resources (curricula, publications, field studies) in schools and community programs for students, teachers, and adults.
- Increase the involvement of students and the public in Bay restoration activities.

Restoration and Conservation Priorities

- Activities that contribute to meeting tributary strategy nutrient reduction goals.
- Practices that protect water quality from nonpoint sources of water pollution resulting from the use of land.
- Projects that enhance and protect tidal fishery habitats.
- Projects that seek to restore tidal fisheries (finfish, crabs, clams, and oysters).
- Projects that focus on the prevention of toxic substances entering the Bay and its tributaries.
- Activities that restore important Bay wetlands and habitat.

Criteria for Grants

The Advisory Committee will favor a proposal that:

- Will have a positive, tangible benefit to the Bay and the Bay program.
- Reflects priorities established by the Advisory Committee.
- Presents clear objectives.
- Includes a plan for achieving objectives (presents a specific, feasible plan of action to accomplish well-defined results).
- Demonstrates qualifications necessary to carry out the project.
- Is technically and financially feasible.
- Results from an assessment of community needs and addresses local Bay-related environmental problems.
- Provides an opportunity for cooperation among diverse organizations.
- Utilizes existing resources and expertise from local businesses, industries, public agencies, academic institutions, and conservation and environmental organizations.
- Emphasizes the service of volunteers to minimize administrative overhead.
- Provides a practical model for use by other organizations and communities and includes a plan for dissemination.
- Demonstrates a realistic prospect of successfully completing the project.

Requirements for Use of Grants

Grants are awarded for one year, except in special circumstances. The Advisory Committee will not recommend grants in support of general operating budgets. Grant funds may not be used to supplant existing state or local general fund appropriations.

Recipients will be held accountable for the use of grant funds are used through the documentation and submission of a final financial and narrative report due upon the completion of the project's activities, but no later than July 1 of the year following the grant award.

Grant recipients must acknowledge on all project materials that the project was paid for by funds generated from the sale of Chesapeake Bay license plates.

For additional information, contact:

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Division of Legislative Services

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Brief Description of Project

The description provided below is the primary basis for consideration of this application. Advisory committee staff will use this description as the official summary for committee members' review. Staff **WILL NOT** look through additional submitted materials to formulate a description of your proposed project.

Project Budget

Amount Requested from Restoration Fund:

\$

Total Project Budget:

\$

Please provide an itemized budget describing all estimated expenditures and all sources and amounts of funding; indicate which budget items are proposed to receive restoration funding below.

Project Schedule

Indicate when project activities will occur or specific tasks will be completed, not to exceed one year.

Project Evaluation

Describe how the project's success or effectiveness will be evaluated.

Describe Plans for Promoting the Sale of the License Plate

Click 'Generate Email' below to populate an email for your submissions or you can manually email the packet to gfoley@dls.virginia.gov. Please be sure that you have filled out the application and subsequent forms correctly and completely. Remember to attach all supporting documentation to the email.

*Note: If you need to amend this application you must resubmit the entire application.

For questions or concerns, please contact the following:

Division of Legislative Services Telephone: (804) 698-1810 Fax: (804) 698-1899	Scott Meacham smeacham@dls.virginia.gov	Gwen Foley gfoley@dls.virginia.gov
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