

BEFORE THE COUNCIL OF THE
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF ESTABLISHING)	RESOLUTION NO. <u>91-1428</u>
GUIDELINES AND CRITERIA FOR THE)	
GREENSPACES DEMONSTRATION GRANT)	Introduced by Rena Cusma,
PROGRAM TO RESTORE AND ENHANCE)	Executive Officer
URBAN WETLANDS, STREAMS AND)	
RIPARIAN CORRIDORS)	

WHEREAS, the Metropolitan Greenspaces Program has outlined a four phase approach to inventorying, mapping, analyzing, preserving, protecting and potentially acquiring natural areas; and

WHEREAS, Phase 3 calls for restoration and enhancement demonstration projects as part of the Greenspaces Program; and

WHEREAS, the U.S. Fish and Wildlife Service has awarded Metro \$200,000 to carry-out such restoration and enhancement projects; and

WHEREAS, the demonstration projects will increase cooperation between Metro, federal, state and local agencies, nonprofit organizations, neighborhood organizations and the general public in the restoration and enhancement of urban natural resources; and

WHEREAS, the Council of the Metropolitan Service District has adopted resolutions of support for the Greenspaces and Parks/Natural Areas Program over the past two years through Resolutions No. 89-1043, 89-1129, 90-1261 and 90-1344; and

WHEREAS, the Greenspaces Technical Advisory Committee and Parks Forum have reviewed the proposed criteria and guidelines for the demonstration grants; and

WHEREAS, the Greenspaces Policy Advisory Committee recommended at its February 27, 1991 meeting that the proposed criteria and guidelines for the demonstration grants be

approved in concept; and

WHEREAS, all funded projects will be monitored for successful completion by the affected local, state and federal agencies, and Metro; and

WHEREAS, all projects and funds will be subject to Metro and federal audits, and contracting procedures; and

WHEREAS, all projects recommenced for funding must be approved by the Metro Council.

BE IT RESOLVED,

1) That the Council of the Metropolitan Service District hereby establishes a special demonstration grant program to assist public agencies and nonprofit organizations in the restoration and enhancement of urban wetlands, streams and riparian corridors. The guidelines, criteria, and application kit for the program are hereby adopted as outlined in Exhibit A hereto.

2) That the Council of the Metropolitan Service District hereby approves the criteria and guidelines for the demonstration grants to restore and enhance urban wetlands, streams and riparian corridors under the coordination of the Metropolitan Greenspaces Program which is staffed by the Planning and Development Department. The guidelines, criteria, and application kit are hereby adopted as outlined in Exhibit A hereto.

3) That the Council of the Metropolitan Service District hereby directs the Chair of the Metropolitan Greenspaces Policy Advisory Committee (Councilor Richard Devlin) to work with staff in the Planning and Development Department to carry out the demonstration grant program as outlined by the criteria and guidelines in Exhibit A hereto.

4) That the Council of the Metropolitan Service District directs the Chair of the Metropolitan Greenspaces Policy Advisory Committee to organize a selection committee

consisting of three Metro Councilors, Planning and Development staff, biologists, planners, and citizens to review and recommend to the Executive Officer and Council which projects should be funded.

ADOPTED by the Council of the Metropolitan Service District this 25th day of April, 1991.



Jim Gardner, Deputy Presiding Officer

TRANSPORTATION AND PLANNING COMMITTEE REPORT

RESOLUTION NO. 91-1428, ESTABLISHING GUIDELINES AND CRITERIA FOR THE GREENSPACES DEMONSTRATION GRANT PROGRAM TO RESTORE AND ENHANCE URBAN WETLANDS, STREAMS AND RIPARIAN CORRIDORS

Date: April 18, 1991

Presented by: Councilor Devlin

COMMITTEE RECOMMENDATION: At the April 9, 1991 Transportation and Planning Committee meeting, all members were present and voted unanimously to recommend Council adopt Resolution No. 91-1428 as amended.

COMMITTEE DISCUSSION/ISSUES: Resolution No. 91-1428 approves guidelines and criteria for Metro to award \$200,000 in demonstration grants starting in July, 1991. The \$200,000 is part of a \$537,000 grant the U.S. Fish and Wildlife Service awarded to Metro this fiscal year for the Metropolitan Greenspaces Program. The demonstration grant funding is for planning, restoration and enhancement of urban fish and wildlife habitat, with a strong public outreach component. Staff anticipates 10 to 15 projects will receive the demonstration grants.

The Review and Selection Committee to nominate grant recipients will have 10 members, including 3 Metro Councilors. All of the grant award recommendations will be submitted to the Executive Officer and come to Council for final approval.

Staff reviewed components of the grant process: a 50 percent local match of cash or in-kind services is required; at least one project will be funded in each of the four Portland/Vancouver metropolitan area counties; projects must be on public lands; funds cannot be used to purchase land/easements/options or equipment; proposed projects must be within the Greenspaces inventory area. Applications will be due May 31, 1991 and there will be two pre-application workshops May 6.

The Committee asked about any future budget obligations Metro assumes with the demonstration grant program. The only cost will be Metro staff time to monitor the grants.

Amendments to the resolution and grant application (see mark-ups in attached materials) were as follows:

- o On the second page of the resolution, first line, change "two" to "three" Metro Councilors;
- o On page 4 of the application, change the date of May 1 to August 1 for the date by which applicants must record any land donations with their County Assessor in order to count them towards the local match requirement;
- o On page 4 of the application, change the federal hourly minimum wage from "\$4.75" to "\$4.25", the correct amount.

METROPOLITAN GREENSPACES PROGRAM

DEMONSTRATION GRANTS

to

RESTORE AND ENHANCE

URBAN WETLANDS, STREAMS and RIPARIAN CORRIDORS

in the

Portland/Vancouver Region

Application For Funding

Applications Due By: May 31, 1991 (Friday) 5:00 p.m. at Metro

***Metropolitan Service District
Planning and Development Department
2000 S.W. First Ave.
Portland, Oregon 97201-5398***

503/221-1646

May 1, 1991

Table of Contents

I.	Background and Purpose of the Program	1
II.	Who is Eligible to Apply and Geographic Service Area of the Program	2
III.	Amount of Funds Available	3
IV.	Local Match Requirements	3
V.	Types of Projects/Activities That We Will Fund and Not Fund	5
VI.	Guidelines and Criteria for Selection	6
VII.	Evaluation and Selection of Proposals	7
VIII.	Contract and Audit Requirements of Selected Projects	8
IX.	Pre-application Workshop	8
X.	Check List of What You Must Submit	9
XI.	Key Dates	9
XII.	Post-Award Conference	9

■ Application Form ■

For More Information

**Mel Huie or Pat Lee
Metropolitan Service District
2000 S.W. First Ave., Portland, OR 97201
(503) 221-1646**

I. Background and Purpose of the Program

The Metropolitan Greenspaces Program is a regional approach to protecting natural resources coordinated by the Metropolitan Service District. The program proposes to link a mosaic of natural areas into connecting greenspaces, preserve fish and wildlife habitat, and create greenway corridors for plants, animals and people. The Greenspaces Program is a unique regional ecological approach to managing urban natural areas and is based on visionary ideals that go beyond political boundaries.

Encompassing the Portland, Oregon/Vancouver, Washington region and its four counties -Clackamas, Multnomah, Washington and Clark- the program embodies unparalleled cooperation to protect significant expanses of landscape. Involved are local governments in all four counties, as well as virtually every city in the metropolitan region. Under the direction of Metro, they are joined by Portland State University, special districts, conservation organizations, the business community, and numerous citizen groups.

Objectives of the demonstration grants program include: carrying-out needed restoration and enhancement projects that might not otherwise be completed; increasing public awareness of the loss of our urban natural resources and the importance of saving and preserving wetlands and streams; implementing projects that involve numerous jurisdictions, agencies, and "friends groups;" to show that cooperative and regional approaches offer real solutions.

The demonstration grants will be awarded to projects which will restore and enhance sites to their original natural states (or as best as possible). Targeted sites for the grants include urban wetlands, streams and riparian corridors. Organizations which receive funding must agree to maintain the site as a natural area with only passive recreational opportunities (wildlife viewing, hiking, etc.) in perpetuity. The types of projects that Metro will assist are listed in this packet.

- Funds cannot be used to purchase land/easements/options, or equipment.
- Existing and new projects will receive the same consideration for funding.
- Joint applications between public agencies and nonprofits are encouraged.

The U.S. Fish and Wildlife Service is the lead federal agency working with Metro on the Greenspaces Program. The intent of this grant program, which local jurisdictions and nonprofit organizations can apply for, is to demonstrate that greenspaces protection projects can be successfully completed on a regional level with the proper planning, cooperative efforts and the availability of resources.

A Greenspaces Master Plan, which is being developed during the next fourteen months, will outline specific steps on how the region can work together to identify, preserve, protect and potentially acquire natural areas which have area-wide significance, biological uniqueness, or which help to interconnect other natural resource areas and parks.

The program has become nationally recognized because of its cooperative, regional and innovative approach to inventorying and planning for the preservation of natural areas. Through the efforts of Sen. Mark Hatfield and Rep. Les AuCoin, Congress has awarded Metro a special grant to carry-out regional planning, public awareness activities and "on the ground" demonstration projects to restore and enhance urban wetlands, streams, riparian corridors and wildlife habitat. It is intended that the Greenspaces Program will serve as a model for other urban areas across the country.

II. Who is Eligible to Apply and Geographic Service Area of the Grant Program

- Cities, counties and special districts within the boundaries of the Metropolitan Service District.
- Cities, counties and special districts within Clark County, Washington.
- Nonprofit Organizations which are certified by the Internal Revenue Service (IRS) as 501 (C) (3) tax deductible charitable entities. These organizations must be located or provide services primarily within the boundaries of the Metropolitan Service District or in Clark County Washington.
- Organizations may submit more than one application, but must state a priority (e.g. numerical ranking) for each proposal. While we have not ruled out the possibility of funding more than one project in a jurisdiction, it will be unlikely due to the limited amount of funds available.

- Project sites eligible for funding must be located within the Greenspaces inventory area (i.e. within the Metro boundaries; portion of Sauvie Island within Multnomah County; Multnomah County east to the Mount Hood National Forest; areas adjacent and near Forest Park which was inventoried; Hagg Lake; Clark County)

III. Amount of Funds Available

\$200,000 in federal funds will be available. Metro will be responsible for reviewing applications, as well as making the awards and carrying out project oversight. All projects which receive funds will be subject to Metro and federal performance standards and audits.

At least one project in each of the four metropolitan counties and the city of Portland will be funded. Due to the relatively small amount of funds available and the monitoring requirements of projects which receive funding, it is anticipated that no more than 10 projects will be funded. No average amount for the grants has been established. Funds will not be awarded to geographic areas based upon their populations. All applications will be reviewed for project merit based upon the guidelines and criteria for selection as listed in this application packet.

The Metro Council will have final approval of all projects selected for funding. Successful applicants may be requested to make changes to their projects based on recommendations of the selection committee.

IV. Local Match Requirements

A 50 percent local match is required of each project. Applicants providing more than the minimum match requirement will receive greater consideration as outlined in the Selection Guidelines and Criteria.

The local match may include:

- Cash designated for the project
- Staff time (wages) to be allocated to the project which may already be budgeted
- Actual cost of land purchases/easements/development restriction agreements of the site to be restored and enhanced. If these items were donated, their fair market values will be the local match. All

transactions must be closed and recorded with the county assessor no later than August 1, 1991. This is the date when projects may start. A grant award is contingent upon the site being in public or private nonprofit ownership. The value of donations and purchases can be counted retroactively to May 1, 1990 and still be counted as part of the local match. For example if you bought the site or received a donation prior to May 1, 1990 it would not count as part of the local match. You will receive credit for site acquisitions and donations for one year prior to the availability of this application (May 1, 1991).

- Easements and development restriction agreements must be owned by a public agency or a private nonprofit organization. Easements and development restriction agreements must be in perpetuity.
- Cost of planning, engineering, biological studies, surveys, inventories and plans
- Cost of landscape plans, designs and drawings
- Actual cost of purchases of plants, materials and supplies.
- Actual cost of purchase or rental of equipment and tools for "on the ground" work activities
- Volunteer hours designated to the project. Hours can be used for planning and/or actual labor at the project sites. The match is computed at the rate of one hour times the federal hourly minimum wage of \$4.25.
- Direct labor, supplies, materials, rental cost of equipment needed to develop and/or construct trails/greenways along riparian corridors which complement the natural state and wildlife habitat of a site; stresses passive recreational opportunities; and which interconnect other natural areas and parks. Public accessibility to demonstration sites is a major objective of the program.

Applicants may begin accounting for their local match as of May 1, 1991. Some applicants may begin site preparation work and/or planning in anticipation of receiving a demonstration grant. Metro encourages applicants to seek other sources of funds and donated services and materials to leverage the federal funds. This grant program is based on challenging applicants to secure partnerships with other government agencies, nonprofit organizations, friends groups, businesses, and the general public.

NOTE: All grants will be awarded on a reimbursement basis. No money will be advanced to demonstration projects. The local project applicant will have to front-end the costs. A billing procedure will be established on a monthly or every two month basis.

V. Types of Projects/Activities That We Will Fund and Not Fund

What We Will Fund:

- Sites where work is to occur must be on publicly owned lands or on land with conservation easements protecting the natural integrity of the proposed work site. Easements must be in effect for perpetuity. Development restriction agreements must also be in effect for perpetuity.
- Restoration and enhancement ("on the ground" work) of urban wetlands, streams and riparian corridors. Sites should be restored to an original natural state.
- Plants and materials (cost to purchase items and labor costs to plant)
- Earth moving work which restores a site to its original natural state or to the extent possible. The original state of a site may not be known.
- Direct labor costs for "on the ground" work (clearing bush, planting, etc.)
- Rental fees for equipment to carry out "on the ground" work
- Cost of constructing water control structures (labor and materials) which maintain and/or restore a site to its original natural state or maintains ecological integrity of the site
- Fish and wildlife habitat improvement projects such as birdhouses, wood duck boxes, etc.
- **Note:** Nonprofit organizations may apply for up to 10 percent of the cost of professional services (planning, engineering, biological studies, landscape plans) related to the project. Metro acknowledges that nonprofit organizations do not have in-house professional staff to provide such services.)

What We Will Not Fund:

- Professional Services (planning, engineering, biological studies, inventories, mapping, landscape drawings, etc.). Nonprofit organizations may apply for up to 10 percent of such costs though.
- Purchase of land, easements, development restriction agreements and options
- Purchase of tools or equipment
- Planning, development or construction of trails, paths and greenways (this may count as part of your local match though)
- Purchase or construction of interpretive facilities, displays, viewing platforms, shelters and/or signs

VI. Guidelines and Criteria for Selection

- Each criterion may be weighted differently during the evaluation process. An evaluation sheet will be available for review at the Metro office following the final awards of the demonstration grants.
- Restoring a site to its natural and native state (if known) to the extent possible
- Ecological Appropriateness: Restores and supports fish and wildlife habitat; complements natural state of the site; restores native biological communities and native plants at sites
- Projects which are self-sustaining and which require minimal management and maintenance
- Sites located in geographic areas which provide connections and linkages with other natural areas and parks. Restoring a site along a regional corridor or greenway to its natural state
- Projects with multi-objectives (i.e. supports greenspaces preservation, fish and wildlife habitat protection, water quality improvements; interconnected system of natural areas and parks; passive recreational opportunities such as wildlife viewing, hiking, etc.
- Cost effectiveness of the project; dollar for dollar impact; scope and size of the proposal
- Project is feasible and manageable; accounting capability of applicant
- Involvement of more than one public agency, nonprofit organization, "friends groups", business, and citizens

- Amount of local resources committed to the project. Applicants providing more than minimum match requirement will receive greater consideration.
- Written agreement to maintain the site in perpetuity as a natural area with only passive recreational activities. Public ownership or private nonprofit ownership of the land or easement is also required.
- Evidence of a locally approved Management Plan for the site or natural resources protection plan are also required.
- Project is consistent with and complements locally adopted comprehensive plans, and local Parks and Recreation Master Plans
- Accessibility to the Site by the public
- Accessibility to the Site by the Disabled
- Evidence of local support for the Greenspaces Program (i.e. passage of the resolution supporting the planning efforts of the program; and/or financial support for the natural areas inventory, mapping and analysis)
- Creative and innovative projects, with new approaches to solving problems.

VII. Evaluation and Selection of Proposals

A selection committee will review and evaluate proposals according to program guidelines and criteria. An standard evaluation form will be used by each committee member. Members of the selection committee will be familiar with the Greenspaces Program and represent Metro, the Greenspaces Policy Advisory Committee and Technical Advisory Committee, state and federal agencies, and the environmental community. Members will have technical backgrounds in biology, urban and land use planning, water resources planning, grants administration; project management, and community experience in natural resources preservation.

The selection committee will tour all of the proposed project sites, if this number does not exceed 15 sites. If Metro receives more than 15 applications, the selection committee will determine a "finalists list" of where actual site visits will be conducted.

All finalists will also be required to make a formal presentation (not to exceed

30 minutes) describing their project before the selection committee. Oral presentations, slide shows, video shows, charts, maps, photographs, etc. can be part of the formal presentation. The presentations will be made during the same day. Selection committee members will also interview applicants. Site visits will not be on the same day as the formal presentations. Finalists will be notified in advance of their scheduled presentation. Detailed instructions will be provided to the finalists.

A list of projects recommended for funding will be presented by Metro Executive Officer Rena Cusma to the Metro Council for final approval.

VIII. Contract and Audit Requirements of Selected Projects

- Specific details of contractual, reimbursement, accounting, auditing and legal requirements will be available to only those applicants which are awarded a demonstration grant. Numerous assurances and legal/contractual obligations must be signed by the organizations selected for funding.
- Metro and the organizations selected for funding will enter into a contract to carry out project activities.
- The program will be on a reimbursement basis. No federal funds will be advanced to Metro or the organizations selected for funding. Thus organizations will have to "front" all costs. Reimbursements may take up to 60 days. A detailed billing procedure will be outlined to the organizations selected for funding.
- All projects will be subject to Metro and federal audits.
- Metro will conduct a workshop for the project managers of the selected projects to inform them of all requirements.

IX. Pre-Application Workshop

Metro will conduct a workshop for potential applicants prior to the application deadline.

The grant application process will be described in detail. Date: May 6, 1991 --two sessions; attend one: 3:30 to 5:00 p.m. or 6:00 to 7:30 p.m. at Metro, Room 440.

X. Check List of What You Must Submit

- ___ Application Form (includes project description, list of project staff, budget, schedule, letters of endorsement, etc.). This is all detailed in the application packet.**
- ___ Site and Vicinity Map which clearly details project area**
- ___ Photograph(s) or Slide(s) or video tape(s) of Site**
- ___ List and Schedule of all Governmental Permits and Approvals Needed**
- ___ Documentation of IRS Status for Nonprofits and Articles of Incorporation**

XI. Key Dates

- Applications Available: May 1, 1991**
- Pre-Application Workshop: May 6, 1991 3:30-5:00 p.m. and 6:00-7:30 p.m.**
- Application Deadline: Applications must be received by May 31, 1991 5:00 p.m. PDT to be eligible**
- Site Visits: June-July 1991**
- Presentations and Interviews: June-July 1991**
- Review and Selection Period: June-July 1991**
- Awards Made: By July 31, 1991**
- Notification to Successful and Unsuccessful Applicants by 7/31/91**
- Post Award Conferences: By July 31, 1991**
- Project Start: August 1, 1991 (estimated)**

XII. Post Award Conference

Successful applicants will attend a conference to go over award and contract requirements. Notifications will be mailed to successful applicants.

■ **APPLICATION FORM** ■

Metropolitan Greenspaces Program -- Demonstration Grants

Due May 31, 1991 by 5:00 p.m.

Name of Applicant Organization: _____

Department or Division: _____

Type of Organization: ___City ___County ___Special District ___Nonprofit

Describe Your Organization: _____

(You may enclose brochures about your organization.)

If This Is A Joint Application of more than one agency/organization, please list all the agencies and/or organizations: _____

Project Manager/Contact Person: _____

Address: _____

Telephone: _____

Project Title: _____

Type in Name of Signatory: _____

Signature _____ **Date** _____

Chief Elected Official or Executive Director

1. PROJECT DESCRIPTION

In the space provided below and on additional attached sheets, describe your project in detail. Information must be typed. Please respond to the following. You may include additional information.

- **Location of Project: County, Township, Range, Section, and Stream Mile if pertinent (please attach map)**
- **Project Narrative and Objective**
- **Problem Which Is Being Addressed and How It Will Be Solved**
- **Benefits and Values of the Project**
- **How will the project improve present conditions in the wetlands, riparian and adjacent uplands?**
- **How The Project is Consistent with the Objectives of the Metropolitan Greenspaces Program and local plans**
- **Coordination of project with other agencies, nonprofit organizations, neighborhood associations and citizens**
- **How will the project promote public awareness of natural areas preservation and the Metropolitan Greenspaces Program?**
- **What educational opportunities will the project provide?**
- **Other relevant information**

NOTE: You may use additional pages for your project description

2. ENVIRONMENTAL IMPACTS

- Describe the topography and present development/vegetation/wildlife habitat of the site. Describe the surrounding area, adjacent land uses, and the interrelationships with adjacent areas.
- What is the zoning of the site?
- What is the comprehensive plan designation of the site?
- Describe the long-term management of the site.
- What agencies will monitor and be responsible for the site's environmental integrity?
- Describe the following environmental elements which would be affected.
 - a) land use
 - b) fish and wildlife
 - c) vegetation
 - d) geology and soils
 - e) mineral resources
 - f) air and water quality
 - g) water resources and hydrology
 - h) historic and archaeological resources
 - i) transportation access

NOTE: You may attach additional sheets

3. WORKPLAN AND SCHEDULE

Describe below the specific work tasks required to complete your project and provide a schedule with estimated dates. Assume that projects start August 1, 1991 and end September 30, 1992.

TASK

Estimated Date

4. List of Governmental Permits and Approvals Needed with Dates

Permit/Approval

Agency

Date

Which agency(ies) will inspect the project for completion?

5. PROJECT BUDGET

	<u>Local Match</u>	<u>Request of Metro</u>	<u>Total</u>
a) Personnel			
b) Materials, Plants and Supplies			
c) Rental Fees			
d) Professional Services (planning, engineering, biological studies, landscape plans). Each applicant must detail this cost, but only nonprofits may apply for a reimbursement of up to 10 percent of total costs.			
e) Volunteer Labor Hrs. @ \$4.75			
f) Indirect Costs/Overhead (not grant eligible)			
g) Contingency (not grant eligible)			
h) Detail all local resources dedicated to the project (not grant eligible)			
TOTAL Funds	_____	_____	_____

Note: You may use additional pages for your budget summary.

6. PROJECT STAFF and VOLUNTEERS

List names and summarize their qualifications

7. REFERENCES

List four personal, civic, business or community references who are not employees, elected or appointed officials, volunteers, and/or board members of your organization/agency which are knowledgeable of your organization and its work in preserving natural resources and/or your specific proposal

Name_____

Organization/Affiliation_____

Address_____Phone_____

Name_____

Organization/Affiliation_____

Address_____Phone_____

Name_____

Organization/Affiliation_____

Address_____Phone_____

Name_____

Organization/Affiliation_____

Address_____Phone_____

STAFF REPORT

CONSIDERATION OF RESOLUTION NO. 91-1428 FOR THE PURPOSE OF ESTABLISHING GUIDELINES AND CRITERIA FOR THE GREENSPACES DEMONSTRATION GRANTS PROGRAM TO RESTORE AND ENHANCE URBAN WETLANDS, STREAMS AND RIPARIAN CORRIDORS

Date: April 9, 1991

Presented by: Mel Huie
Planning & Development Dept.

FACTUAL BACKGROUND AND ANALYSIS

Resolution No. 91-1428 establishes guidelines and criteria for awarding demonstration grants by Metro to cities, counties, special districts, and nonprofit organizations to restore and enhance urban wetlands, streams and riparian corridors. The purpose of this new grant program is to carry out "on the ground" projects involving public agencies, nonprofit organizations, businesses and citizens in restoring, preserving and enhancing fish and wildlife habitat located in wetlands and riparian corridors. The demonstration projects will give Metro and the Greenspaces Program increased public visibility.

The grant program is a major public outreach activity of the Metropolitan Greenspaces Program. This program will show that natural areas protection can be successfully completed on a regional level with coordinated planning, cooperative efforts, partnerships, and the availability of technical and financial resources provided by a regional agency such as Metro. The ecological system, natural areas, rivers, streams, and riparian corridors we plan to restore and enhance know no political boundaries.

Metro will have \$200,000 in grants to award starting in July 1991. Funding comes from the U.S. Fish and Wildlife Service through a national demonstration grant awarded to Metro to conduct planning, restoration and enhancement of urban fish and wildlife habitat, and public outreach for the Metropolitan Greenspaces Program. Through the efforts of Sen. Mark Hatfield and Rep. Les AuCoin, Congress appropriated funds for the Metropolitan Greenspaces Program to carry out such activities. It is intended that the Greenspaces Program will serve as a model for other urban areas across the country to inventory and protect open space and natural areas.

It is anticipated that approximately 10-15 projects will receive funding. At least one project will be funded in each of the four counties in the metropolitan area and one in the city of Portland. A local match of at least 50 percent is required. The match can be cash or in-kind services. This grant program is intended to leverage other financial and volunteer resources from the public and private sectors. There is much public interest and support for the program. Local governments and nonprofit organizations support these types of restoration and enhancement

activities, but unfortunately lack the funding. Metro's demonstration grants program will fill a major need in the region.

- Funds are targeted for "on the ground" projects (labor, plants and materials)
- Funds cannot be used to purchase land/easements/options or equipment
- Existing and new projects will receive the same consideration for funding
- Joint applications between public agencies, nonprofit organizations, "friends groups" and business are encouraged.

Attached is a complete application packet for review and approval in concept.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends adoption of Resolution No. 91-1428.

METROPOLITAN GREENSPACES PROGRAM

DEMONSTRATION GRANTS

to

RESTORE AND ENHANCE

URBAN WETLANDS, STREAMS and RIPARIAN CORRIDORS

in the

Portland/Vancouver Region

Application For Funding

Applications Due By: May 31, 1991 (Friday) 5:00 p.m. at Metro

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Table of Contents

I.	Background and Purpose of the Program	1
II.	Who is Eligible to Apply and Geographic Service Area of the Program	2
III.	Amount of Funds Available	3
IV.	Local Match Requirements	3
V.	Types of Projects/Activities That We Will Fund and Not Fund	5
VI.	Guidelines and Criteria for Selection	6
VII.	Evaluation and Selection of Proposals	7
VIII.	Contract and Audit Requirements of Selected Projects	8
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Encompassing the Portland, Oregon/Vancouver, Washington region and its four counties -Clackamas, Multnomah, Washington and Clark- the program embodies unparalleled cooperation to protect significant expanses of landscape. Involved are local governments in all four counties, as well as virtually every city in the metropolitan region. Under the direction of Metro, they are joined by Portland State University, special districts, conservation organizations, the business community, and numerous citizen groups.

Objectives of the demonstration grants program include: carrying-out needed restoration and enhancement projects that might not otherwise be completed; increasing public awareness of the loss of our urban natural resources and the importance of saving and preserving wetlands and streams; implementing projects that involve numerous jurisdictions, agencies, and "friends groups;" to show that cooperative and regional approaches offer real solutions.

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II. Who is Eligible to Apply and Geographic Service Area of the Grant Program

- Cities, counties and special districts within the boundaries of the Metropolitan Service District.
- Cities, counties and special districts within Clark County, Washington.
- Nonprofit Organizations which are certified by the Internal Revenue Service (IRS) as 501 (C) (3) tax deductible charitable entities. These organizations must be located or provide services primarily within the boundaries of the Metropolitan Service District or in Clark County Washington.
- Organizations may submit more than one application, but must state a priority (e.g. numerical ranking) for each proposal. While we have not ruled out the possibility of funding more than one project in a jurisdiction, it will be unlikely due to the limited amount of funds available.

- Project sites eligible for funding must be located within the Greenspaces inventory area (i.e. within the Metro boundaries; portion of Sauvie Island within Multnomah County; Multnomah County east to the Mount Hood National Forest; areas adjacent and near Forest Park which was inventoried; Hagg Lake; Clark County)

III. Amount of Funds Available

\$200,000 in federal funds will be available. Metro will be responsible for reviewing applications, as well as making the awards and carrying out project oversight. All projects which receive funds will be subject to Metro and federal performance standards and audits.

At least one project in each of the four metropolitan counties and the city of Portland will be funded. Due to the relatively small amount of funds available and the monitoring requirements of projects which receive funding, it is anticipated that no more than 10 projects will be funded. No average amount for the grants has been established. Funds will not be awarded to geographic areas based upon their populations. All applications will be reviewed for project merit based upon the guidelines and criteria for selection as listed in this application packet.

The Metro Council will have final approval of all projects selected for funding. Successful applicants may be requested to make changes to their projects based on recommendations of the selection committee.

IV. Local Match Requirements

A 50 percent local match is required of each project. Applicants providing more than the minimum match requirement will receive greater consideration as outlined in the Selection Guidelines and Criteria.

The local match may include:

- Cash designated for the project
- Staff time (wages) to be allocated to the project which may already be budgeted
- Actual cost of land purchases/easements/development restriction agreements of the site to be restored and enhanced. If these items were donated, their fair market values will be the local match. All

transactions must be closed and recorded with the County Assessor no later than prior to May 1, 1991 August 1, 1991. This is the date when projects may start. A grant award is contingent upon the site being in public or private nonprofit ownership. The value of these donations and purchases can be counted retroactively to May 1, 1990 and still be counted as part of the local match. For example if you bought the site or received a donation prior to May 1, 1990 it would not count as part of the local match. You will receive credit for site acquisitions and donations for one year prior to the availability of this application (May 1, 1991).

- Easements and development restriction agreements must be owned by a public agency or a private nonprofit organization. Easements and development restriction agreements must be in perpetuity.
- Cost of planning, engineering, biological studies, surveys, inventories and plans
- Cost of landscape plans, designs and drawings
- Actual cost of purchases of plants, materials and supplies.
- Actual cost of purchase or rental of equipment and tools for "on the ground" work activities
- Volunteer hours designated to the project. Hours can be used for planning and/or actual labor at the project sites. The match is computed at the rate of one hour times the federal hourly minimum wage of ~~\$4.75~~ \$4.25.
- Direct labor, supplies, materials, rental cost of equipment needed to develop and/or construct trails/greenways along riparian corridors which complement the natural state and wildlife habitat of a site; stresses passive recreational opportunities; and which interconnect other natural areas and parks. Public accessibility to demonstration sites is a major objective of the program.

Applicants may begin accounting for their local match as of May 1, 1991. Some applicants may begin site preparation work and/or planning in anticipation of receiving a demonstration grant.

Metro encourages applicants to seek other sources of funds and donated services and materials to leverage the federal funds. This grant program is based on challenging applicants to secure partnerships with other government agencies, nonprofit organizations, friends groups, businesses, and the general public.

NOTE: All grants will be awarded on a reimbursement basis. No money will be advanced to demonstration projects. The local project applicant will have to front-end the costs. A billing procedure will be established on a monthly or every two month basis.

V. Types of Projects/Activities That We Will Fund and Not Fund

What We Will Fund:

- Sites where work is to occur must be on publicly owned lands or on land with conservation easements protecting the natural integrity of the proposed work site. Easements must be in effect for perpetuity. Development restriction agreements must also be in effect for perpetuity.
- Restoration and enhancement ("on the ground" work) of urban wetlands, streams and riparian corridors. Sites should be restored to an original natural state.
- Plants and materials (cost to purchase items and labor costs to plant)
- Earth moving work which restores a site to its original natural state
- Direct labor costs for "on the ground" work (clearing bush, planting, etc.)
- Rental fees for equipment to carry out "on the ground" work
- Cost of constructing water control structures (labor and materials) which maintain and/or restore a site to its original natural state or maintains ecological integrity of the site
- Fish and wildlife habitat improvement projects such as birdhouses, wood duck boxes, etc.
- Note: Nonprofit organizations may apply for up to 10 percent of the cost of professional services (planning, engineering, biological studies, landscape plans) related to the project. Metro acknowledges that nonprofit organizations do not have in-house professional staff to provide such services.)

What We Will Not Fund:

- Professional Services (planning, engineering, biological studies, inventories, mapping, landscape drawings, etc.). Nonprofit organizations may apply for up to 10 percent of such costs though.
- Purchase of land, easements, development restriction agreements and options
- Purchase of tools or equipment
- Planning, development or construction of trails, paths and greenways
- Purchase or construction of interpretive facilities, displays, viewing platforms, shelters and/or signs

VI. Guidelines and Criteria for Selection

- Each criterion may be weighted differently during the evaluation process. An evaluation sheet will be available for review at the Metro office following the final awards of the demonstration grants.
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- Ecological Appropriateness: Restores and supports fish and wildlife habitat; complements natural state of the site; restores native biological communities and native plants at sites
- Projects which are self-sustaining and which require minimal management and maintenance
- Sites located in geographic areas which provide connections and linkages with other natural areas and parks. Restoring a site along a regional corridor or greenway to its natural state
- Projects with multi-objectives (i.e. supports water quality improvements; interconnected system of natural areas and parks; passive recreational opportunities such as wildlife viewing, hiking, etc.)
- Cost effectiveness of the project; dollar for dollar impact; scope and size of the proposal
- Project is feasible and manageable; accounting capability of applicant
- Involvement of more than one public agency, nonprofit organization, "friends groups", business, and citizens

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- Written agreement to maintain the site in perpetuity as a natural area with only passive recreational activities. Public ownership or private nonprofit ownership of the land or easement is also required.
- Evidence of a locally approved Management Plan for the site or natural resources protection plan are also required.
- Project is consistent with and complements locally adopted comprehensive plans, and local Parks and Recreation Master Plans
- Accessibility to the Site by the public
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- Evidence of local support for the Greenspaces Program (i.e. passage of the resolution supporting the planning efforts of the program; and/or financial support for the natural areas inventory, mapping and analysis)
- Creative and innovative projects, with new approaches to solving problems.

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A selection committee will review and evaluate proposals according to program guidelines and criteria. An standard evaluation form will be used by each committee member. Members of the selection committee will be familiar with the Greenspaces Program and represent Metro, the Greenspaces Policy Advisory Committee and Technical Advisory Committee, state and federal agencies, and the environmental community. Members will have technical backgrounds in biology, urban and land use planning, water resources planning, grants administration; project management, and community experience in natural resources preservation.

The selection committee will tour all of the proposed project sites, if this number does not exceed 15 sites. If Metro receives more than 15 applications, the selection committee will determine a "finalists list" of where actual site visits will be conducted.

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- Metro and the organizations selected for funding will enter into a contract to carry out project activities.
- The program will be on a reimbursement basis. No federal funds will be advanced to Metro or the organizations selected for funding. Thus organizations will have to "front" all costs. Reimbursements may take up to 60 days. A detailed billing procedure will be outlined to the organizations selected for funding.
- All projects will be subject to Metro and federal audits.
- Metro will conduct a workshop for the project managers of the selected projects to inform them of all requirements.

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Metro will conduct a workshop for potential applicants prior to the application deadline.

The grant application process will be described in detail. Date: May 6, 1991 --two sessions; attend one: 3:30 to 5:00 p.m. or 6:00 to 7:30 p.m. at Metro, Room 440.

X. Check List of What You Must Submit

___ Application Form (includes project description, list of project staff, budget, schedule, letters of endorsement, etc.). This is all detailed in the application packet.

___ Site and Vicinity Map which clearly details project area

___ Photograph(s) or Slide(s) or video tape(s) of Site

___ List and Schedule of all Governmental Permits and Approvals Needed

___ Documentation of IRS Status for Nonprofits and Articles of Incorporation

XI. Key Dates

- Applications Available: May 1, 1991
- Pre-Application Workshop: May 6, 1991 3:30-5:00 p.m. and 6:00-7:30 p.m.
- Application Deadline: May 31, 1991 (5:00 p.m.) Applications must be received.
- Site Visits: June-July 1991
- Presentations and Interviews: June-July 1991
- Review and Selection Period: June-July 1991
- Awards Made: By July 31, 1991
- Notification to Successful and Unsuccessful Applicants by 7/31/91
- Post Award Conferences: By July 31, 1991
- Project Start: August 1, 1991 (estimated)

XII. Post Award Conference

Successful applicants will attend a conference to go over award and contract requirements. Notifications will be mailed to successful applicants.

■ **APPLICATION FORM** ■

Metropolitan Greenspaces Program -- Demonstration Grants

Due May 31, 1991 by 5:00 p.m.

Name of Applicant Organization: _____

Department or Division: _____

Type of Organization: ___City ___County ___Special District ___Nonprofit

Describe Your Organization: _____

(You may enclose brochures about your organization.)

If This Is A Joint Application of more than one agency/organization, please list all the agencies and/or organizations: _____

Project Manager/Contact Person: _____

Address: _____

Telephone: _____

Project Title: _____

Type in Name of Signatory: _____

Signature _____ Date _____

Chief Elected Official or Executive Director

1. PROJECT DESCRIPTION

In the space provided below and on additional attached sheets, describe your project in detail. Information must be typed. Please respond to the following. You may include additional information.

- **Location of Project: County, Township, Range, Section, and Stream Mile if pertinent (please attach map)**
- **Project Narrative and Objective**
- **Problem Which Is Being Addressed and How It Will Be Solved**
- **Benefits and Values of the Project**
- **How will the project improve present conditions in the wetlands, riparian and adjacent uplands?**
- **How The Project is Consistent with the Objectives of the Metropolitan Greenspaces Program and local plans**
- **Coordination of project with other agencies, nonprofit organizations, neighborhood associations and citizens**
- **How will the project promote public awareness of natural areas preservation and the Metropolitan Greenspaces Program?**
- **What educational opportunities will the project provide?**
- **Other relevant information**

NOTE: You may use additional pages for your project description

2. ENVIRONMENTAL IMPACTS

- Describe the topography and present development/vegetation/wildlife habitat of the site. Describe the surrounding area, adjacent land uses, and the interrelationships with adjacent areas.
- What is the zoning of the site?
- What is the comprehensive plan designation of the site?
- Describe the long-term management of the site.
- What agencies will monitor and be responsible for the site's environmental integrity?
- Describe the following environmental elements which would be affected.
 - a) land use
 - b) fish and wildlife
 - c) vegetation
 - d) geology and soils
 - e) mineral resources
 - f) air and water quality
 - g) water resources and hydrology
 - h) historic and archaeological resources
 - i) transportation access

NOTE: You may attach additional sheets

3. WORKPLAN AND SCHEDULE

Describe below the specific work tasks required to complete your project and a scheduled with estimated dates. Assume that projects start August 1, 1991 and end September 30, 1992.

TASK

Estimated Date

4. List of Governmental Permits and Approvals Needed with Dates

Permit/Approval

Agency

Date

Which agency(ies) will inspect the project for completion?

5. PROJECT BUDGET

	<u>Local Match</u>	<u>Request of Metro</u>	<u>Total</u>
a) Personnel			
b) Materials, Plants and Supplies			
c) Rental Fees			
d) Professional Services (planning, engineering, biological studies, landscape plans). Each applicant must detail this cost, but only nonprofits may apply for a reimbursement of up to 10 percent of total costs.			
e) Volunteer Labor Hrs. @ \$4.75			
f) Indirect Costs/Overhead (not grant eligible)			
g) Contingency (not grant eligible)			
h) Detail all local resources dedicated to the project (not grant eligible)			
TOTAL Funds	_____	_____	_____

Note: You may use additional pages for your budget summary.

6. PROJECT STAFF and VOLUNTEERS

List names and summarize their qualifications

7. REFERENCES

List four personal, civic, business or community references who are not employees, elected or appointed officials, volunteers, and/or board members of your organization/agency which are knowledgeable of your organization and its work in preserving natural resources and/or your specific proposal

Name_____

Organization/Affiliation_____

Address_____ Phone_____

Name_____

Organization/Affiliation_____

Address_____ Phone_____

Name_____

Organization/Affiliation_____

Address_____ Phone_____

Name_____

Organization/Affiliation_____

Address_____ Phone_____

EXHIBIT A

METROPOLITAN GREENSPACES PROGRAM

DEMONSTRATION GRANTS

to

RESTORE AND ENHANCE

URBAN WETLANDS, STREAMS and RIPARIAN CORRIDORS

in the

Portland/Vancouver Region

Application For Funding

Applications Due By: May 31, 1991 (Friday) 5:00 p.m. at Metro

***Metropolitan Service District
Planning and Development Department
2000 S.W. First Ave.
Portland, Oregon 97201-5398***

503/221-1646

May 1, 1991

Table of Contents

I.	Background and Purpose of the Program	1
II.	Who is Eligible to Apply and Geographic Service Area of the Program	2
III.	Amount of Funds Available	3
IV.	Local Match Requirements	3
V.	Types of Projects/Activities That We Will Fund and Not Fund	5
VI.	Guidelines and Criteria for Selection	6
VII.	Evaluation and Selection of Proposals	7
VIII.	Contract and Audit Requirements of Selected Projects	8
IX.	Pre-application Workshop	8
X.	Check List of What You Must Submit	9
XI.	Key Dates	9
XII.	Post-Award Conference	9

■ Application Form ■

For More Information

Mel Huie or Pat Lee
Metropolitan Service District
2000 S.W. First Ave., Portland, OR 97201
(503) 221-1646

I. Background and Purpose of the Program

The Metropolitan Greenspaces Program is a regional approach to protecting natural resources coordinated by the Metropolitan Service District. The program proposes to link a mosaic of natural areas into connecting greenspaces, preserve fish and wildlife habitat, and create greenway corridors for plants, animals and people. The Greenspaces Program is a unique regional ecological approach to managing urban natural areas and is based on visionary ideals that go beyond political boundaries.

Encompassing the Portland, Oregon/Vancouver, Washington region and its four counties -Clackamas, Multnomah, Washington and Clark- the program embodies unparalleled cooperation to protect significant expanses of landscape. Involved are local governments in all four counties, as well as virtually every city in the metropolitan region. Under the direction of Metro, they are joined by Portland State University, special districts, conservation organizations, the business community, and numerous citizen groups.

Objectives of the demonstration grants program include: carrying-out needed restoration and enhancement projects that might not otherwise be completed; increasing public awareness of the loss of our urban natural resources and the importance of saving and preserving wetlands and streams; implementing projects that involve numerous jurisdictions, agencies, and "friends groups;" to show that cooperative and regional approaches offer real solutions.

The demonstration grants will be awarded to projects which will restore and enhance sites to their original natural states (or as best as possible).

Targeted sites for the grants include urban wetlands, streams and riparian corridors. Organizations which receive funding must agree to maintain the site as a natural area with only passive recreational opportunities (wildlife viewing, hiking, etc.) in perpetuity. The types of projects that Metro will assist are listed in this packet.

- Funds cannot be used to purchase land/easements/options, or equipment.
- Existing and new projects will receive the same consideration for funding.
- Joint applications between public agencies and nonprofits are encouraged.

The U.S. Fish and Wildlife Service is the lead federal agency working with Metro on the Greenspaces Program. The intent of this grant program, which local jurisdictions and nonprofit organizations can apply for, is to demonstrate that greenspaces protection projects can be successfully completed on a regional level with the proper planning, cooperative efforts and the availability of resources.

A Greenspaces Master Plan, which is being developed during the next fourteen months, will outline specific steps on how the region can work together to identify, preserve, protect and potentially acquire natural areas which have area-wide significance, biological uniqueness, or which help to interconnect other natural resource areas and parks.

The program has become nationally recognized because of its cooperative, regional and innovative approach to inventorying and planning for the preservation of natural areas. Through the efforts of Sen. Mark Hatfield and Rep. Les AuCoin, Congress has awarded Metro a special grant to carry-out regional planning, public awareness activities and "on the ground" demonstration projects to restore and enhance urban wetlands, streams, riparian corridors and wildlife habitat. It is intended that the Greenspaces Program will serve as a model for other urban areas across the country.

II. Who is Eligible to Apply and Geographic Service Area of the Grant Program

- Cities, counties and special districts within the boundaries of the Metropolitan Service District.
- Cities, counties and special districts within Clark County, Washington.
- Nonprofit Organizations which are certified by the Internal Revenue Service (IRS) as 501 (C) (3) tax deductible charitable entities. These organizations must be located or provide services primarily within the boundaries of the Metropolitan Service District or in Clark County Washington.
- Organizations may submit more than one application, but must state a priority (e.g. numerical ranking) for each proposal. While we have not ruled out the possibility of funding more than one project in a jurisdiction, it will be unlikely due to the limited amount of funds available.

- Project sites eligible for funding must be located within the Greenspaces inventory area (i.e. within the Metro boundaries; portion of Sauvie Island within Multnomah County; Multnomah County east to the Mount Hood National Forest; areas adjacent and near Forest Park which was inventoried; Hagg Lake; Clark County)

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\$200,000 in federal funds will be available. Metro will be responsible for reviewing applications, as well as making the awards and carrying out project oversight. All projects which receive funds will be subject to Metro and federal performance standards and audits.

At least one project in each of the four metropolitan counties and the city of Portland will be funded. Due to the relatively small amount of funds available and the monitoring requirements of projects which receive funding, it is anticipated that no more than 10 projects will be funded. No average amount for the grants has been established. Funds will not be awarded to geographic areas based upon their populations. All applications will be reviewed for project merit based upon the guidelines and criteria for selection as listed in this application packet.

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A 50 percent local match is required of each project. Applicants providing more than the minimum match requirement will receive greater consideration as outlined in the Selection Guidelines and Criteria.

The local match may include:

- Cash designated for the project
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transactions must be closed prior to May 1, 1991. The value of these donations and purchases can be counted retroactively to May 1, 1990 and still be counted as part of the local match. For example if you bought the site or received a donation prior to May 1, 1990 it would not count as part of the local match. You will receive credit for site acquisitions and donations for one year prior to the availability of this application (May 1, 1991).

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What We Will Fund:

- Sites where work is to occur must be on publicly owned lands or on land with conservation easements protecting the natural integrity of the proposed work site. Easements must be in effect for perpetuity. Development restriction agreements must also be in effect for perpetuity.
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Department or Division: _____

Type of Organization: ___City ___County ___Special District ___Nonprofit

Describe Your Organization: _____

(You may enclose brochures about your organization.)

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Address: _____

Telephone: _____

Project Title: _____

Type in Name of Signatory: _____

Signature _____ Date _____

Chief Elected Official or Executive Director

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- **Other relevant information**

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2. ENVIRONMENTAL IMPACTS

- Describe the topography and present development/vegetation/wildlife habitat of the site. Describe the surrounding area, adjacent land uses, and the interrelationships with adjacent areas.
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- Describe the long-term management of the site.
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 - d) geology and soils
 - e) mineral resources
 - f) air and water quality
 - g) water resources and hydrology
 - h) historic and archaeological resources
 - i) transportation access

NOTE: You may attach additional sheets

3. WORKPLAN AND SCHEDULE

Describe below the specific work tasks required to complete your project and a scheduled with estimated dates. Assume that projects start August 1, 1991 and end September 30, 1992.

TASK

Estimated Date

4. List of Governmental Permits and Approvals Needed with Dates

Permit/Approval

Agency

Date

Which agency(ies) will inspect the project for completion?

5. PROJECT BUDGET

	<u>Local Match</u>	<u>Request of Metro</u>	<u>Total</u>
a) Personnel			
b) Materials, Plants and Supplies			
c) Rental Fees			
d) Professional Services (planning, engineering, biological studies, landscape plans). Each applicant must detail this cost, but only nonprofits may apply for a reimbursement of up to 10 percent of total costs.			
e) Volunteer Labor Hrs. @ \$4.75			
f) Indirect Costs/Overhead (not grant eligible)			
g) Contingency (not grant eligible)			
h) Detail all local resources dedicated to the project (not grant eligible)			
TOTAL Funds	_____	_____	_____

Note: You may use additional pages for your budget summary.

6. PROJECT STAFF and VOLUNTEERS

List names and summarize their qualifications

7. REFERENCES

List four personal, civic, business or community references who are not employees, elected or appointed officials, volunteers, and/or board members of your organization/agency which are knowledgeable of your organization and its work in preserving natural resources and/or your specific proposal

Name_____

Organization/Affiliation_____

Address_____ Phone_____

Name_____

Organization/Affiliation_____

Address_____ Phone_____

Name_____

Organization/Affiliation_____

Address_____ Phone_____

Name_____

Organization/Affiliation_____

Address_____ Phone_____