



Fiscal Year 2012 Barnstable County Land Management Grant Program

\$20,000.00 Available in FY 2012

I. Purpose and Scope

These guidelines contain the information and forms required to apply for a Barnstable County Land Management Grant.

Who we are:

Cape Cod Cooperative Extension (CCCE), a department of Barnstable County government, is sponsoring a Land Management Grant Program

Where:

All municipalities within Barnstable County are eligible to apply to the Land Management Grant Program.

Purpose & Goal:

The primary goal of Cape Cod Cooperative Extension's Land Management Grant Program is to provide funding which will allow towns to develop and implement management actions that conserve, restore, and maintain the ecological integrity, productivity, and biological diversity of public lands; while at the same time providing public use and insuring public safety. Projects that are part of an approved town open space or recreation plan or develop use of properties presently underutilized are encouraged; as are the development or enhancement of diverse applications of open space or conservation lands, such as community gardens and farming opportunities.

II. Eligible Applicants

Eligible applicants include:

- Barnstable County Boards of Selectmen or Town Councils
- Barnstable County Natural Resource Departments
- Barnstable County Agricultural Commissions
- Barnstable County Conservation Commissions
- Barnstable County Beach Committees/Departments
- Barnstable County Municipal Open Space Committees
- Barnstable County Municipal DPWs and Tree Wardens

III. Eligible Activities:

Funding for FY 2012 is limited with \$20,000 available in this round: thus priorities were established for eligible projects this coming year. Projects and actions that would be eligible for funding include but are not limited to those prioritized below:

Public Land Management Actions

Establishment or enhancement of new and diverse uses of open space or conservation land
Invasive specie control

Agricultural Initiatives

Preparing municipal land for farming
Establishing community gardens
Establishing u-pick fruit areas

Recreational Actions

Establishment and maintenance of trails
Improving public access
Handicapped accessibility

IV. Funding and Match Requirements

Awards amounts: It is envisioned that the average award amount will range between \$2,500 to a maximum award for any single proposal of \$4,000. All projects will be ranked on the basis of merit and how they reflect the prioritized actions listed above. CCCCE reserves the right to fund proposals at levels other than what is proposed.

Duration: Unless granted special consideration, funded programs are to be structured for a period within the County's Fiscal 2012 year, and beginning with the initiation of a contract and ending with submission of the final report and evaluation form by June 1, 2012.

Match requirement: The Barnstable County Land Management Grant Program is intended to provide incentive funds for a broader public and private sector investment in land management. **No specific match is required, but a match is strongly encouraged, and will be considered when reviewing the proposal.**

Cash match is highly regarded, but the match can come from a variety of public/private sources, and can include either cash or in-kind services. Contributions, other than cash contributions, that you apply to match Land Management Program funds are called "in-kind contributions" and represent the dollar value of services that will be provided toward your project.

Barnstable County AmeriCorps Cape Cod also provides free land management services to all Cape Cod towns and can be used as matching funds in this grant. To see if your project qualifies for Barnstable County AmeriCorps services please contact Amanda Howe at (508) 375-6965 or ahowe@barnstablecounty.org Visit www.rdoac.org/ameriCorps/ for more information on AmeriCorps.

Examples of in-kind contributions include:

- Dollar value of your own time
- The value of a volunteer's time
- Time spent attending land management-related meetings
- Use of municipal equipment
- Photocopying, printing, and postage
- Transportation of volunteers

V. Eligible expenses:

Any salaries, materials or expenses, which are directly applied to and necessary for achieving your proposed objectives, will be considered. These can include:

- Supplies and equipment
- Contract service

VI. Application submission

Whether mailed, hand-delivered, or delivered by any other method, the deadline for submission/receipt of

Land Management Grant Program applications to the Cooperative Extension office shall be noon

August 19, 2011.

NO EXCEPTIONS!

Note: NO faxed or electronic applications will be accepted.

Applicants must use the enclosed application forms and must submit an original and THREE COPIES to:

**Land Management Grant Program
William F. Clark, Director
Cape Cod Cooperative Extension
Deeds and Probate Building
Post Office Box 367
3195 Main Street
Barnstable, Massachusetts 02630-0367**

Questions about proposals should be directed to: (508) 375-6701; if necessary, leave a message on voicemail, and a staff member will get back to you. E-mail questions to: bclark@barnstablecounty.org

VII. Process for Award of Grants - Timeline:

- Request for Proposal Announcement July 2011
- Application Submission Deadline August 19, 2011 noon
- Grant Award Notification Approx. 3 weeks after proposal is received
- Final Report & Evaluation Due (required) no later than June 1, 2012

VIII. Funding Schedule

- 75% funds received upon award notification and receipt of a signed contract
- 25% funds received upon submission of final report

IX. Evaluation of Proposal

The proposals will be reviewed based on the following criteria:

- Clarity of goals and objectives
- Addresses the Priorities listed on page one
- Strength and creativity of plans for achieving objectives
- Potential for successful collaborative efforts
- Potential to stimulate activities of a continuing nature or to serve as a model for similar efforts
- Ability to complete the project within stated time limits
- Reasonable budget projections
- Track record of applicant and/or organization, including staff qualifications
- Match, in form of cash or in kind services

X. Remember!

To apply for funding, you must use the following four-page form entitled: “ Barnstable County FY 2012 Land Management Grant Program Application Form.” After completing your application, make three copies of the forms, and submit the original and the three copies to be received in the Cooperative Extension office no later than noon, August 19, 2011 (no exceptions) to:

**Barnstable County Land Management Grant Program
William F. Clark, Director
Cape Cod Cooperative Extension
PO Box 367
Barnstable, MA 02630-0367**

FOR YOUR CONVENIENCE, AN ELECTRONIC VERSION OF THE APPLICATION FORM CAN BE FOUND ON THE CAPE COD COOPERATIVE EXTENSION WEBSITE:

<http://www.capecodextension.org>

PLEASE REMEMBER THAT WHILE THE FORM IS AVAILABLE ONLINE, ELECTRONIC SUBMISSION IS NOT PERMISSIBLE. PLEASE NOTE:

- **MAILED OR HAND DELIVERED HARD COPIES WILL ONLY BE ACCEPTED**
- **NO FAXED OR ELECTRONIC APPLICATIONS WILL BE ACCEPTED**
- **PLEASE SEE SECTION VI FOR SUBMISSION DETAILS**



FY 2012 Barnstable Land Management Grant Program Application Form

Title/Cover Page:

Project Title: _____

Applicant Information:

Applicant Name: _____

Title: _____

Department/Committee: _____

Full Mailing Address: _____

Telephone: _____ Fax: _____

Email: _____

Budget Information:

Amount (CCCE) funds requested: \$ _____

Match/In-Kind Contributions \$ _____

TOTAL PROJECT BUDGET \$ _____

Project Information:

Program Summary: (2 -3 sentences encapsulating proposed project)

Applicant Signature: _____

Date: _____

III. Budget with explanation. (Single page)

Prepare this budget page followed by a simple justification, showing requested expenses by major categories (supplies, travel, equipment, rent, etc.) This should also include any matching funds and the sources of those funds.

Grant Funding Requested			Matching Funds	
Category or Purpose	Amount		Category or Purpose	Amount
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
Total Request	\$ -		Total Match	\$ -

Budget Explanation/Justification (please provide a brief description indicating how the requested funding will be used):
