

2024 Grant Application

*Directions: This application should be filled out and submitted to the Friends Group. Please answer each question thoroughly. Friends Groups are encouraged to submit a draft application for feedback to the Friends Group Program Manager by* ***January 26, 2024****. The final application with supporting materials should be submitted to* [*friends@parksandtrails.org*](mailto:friends@parksandtrails.org) *by 5pm on* ***February 9, 2024****.*

|  |  |
| --- | --- |
| Friends Group Name |  |

# Project Overview

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| --- | --- |
| Which restoration activity/activities) will your project involve?  *Place an “X” by those that apply.* | |
|  | Tree protection (bud-capping, cages, tubes) |
|  | Exclosures (fencing to prevent deer browse) |
|  | Planting (enhance use area, replace vulnerable ash; usually larger trees) |
|  | Planting (restoration at scale; usually seedlings, shrubs, and plugs/seeds)\* |
|  | Seed collection |
|  | Invasive species management |
|  | Other: |

# Financials & Budget

Please fill out the Excel Budget Worksheet and submit with the application.

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| Grant Amount Requested ($500-$2,500) |  |

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| Our Friends Group is: *(Place an “X” by those that apply.)* | |
|  | A 501(c)(3) nonprofit |
|  | A fiscal client of P&TC |
|  | Neither a 501(c)(3) nonprofit nor fiscal client of P&TC |

# Project Details

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| Provide a concise overview of your planned project, being sure to describe its ecological value. (200-400 words)  *Consider: Why is this project needed? What are the main activities? Is the project informed by a specific knowledge base?* |
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| Describe the site where this project will take place and explain why this location was chosen. Please include a map with your application.  *Consider: How big is the area? How is it accessed? Who owns the land?* | | | |
|  | | | |
| Does this project require a Cultural Resource Review? *Place an “X” by those that apply.* | | | |
|  | No | Explain: |  |
|  | Yes | Explain: |  |

# Partners

As a part of the application, please include a letter (or email) from the land management agency showing support for your group’s efforts in the project laid out in the application. A template is available on page 6.

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| --- | --- | --- | --- | --- |
| Please indicate with which partners your group intends to collaborate by placing an “X” and identifying their name, role, and relationship status. | | | | |
| X | Partner Type | Partner Name | Secured Relationship (x) | Potential Relationship (x) |
|  | Land management agency |  |  |  |
|  | Community organization |  |  |  |
|  | Business |  |  |  |
|  | Youth group |  |  |  |
|  | School |  |  |  |
|  | Other |  |  |  |

# Volunteer Activities

# Volunteer engagement is a priority for this grant program. Additionally, projects that engage volunteers from underrepresented backgrounds (e.g., by race, ethnicity, class, gender, sexual orientation, ability, immigration status, or other areas of diversity) are highly encouraged.

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| --- | --- | --- | --- | --- | --- |
| Please list the anticipated volunteer roles and hours. | | | | | |
| Volunteer Activity | | Who  (volunteer group / partner) | Number of vol. | Activity length (hours) | Total hours |
| *Example: Tree planting event* | | *Friends Group + School Group* | *15* | *2* | *30* |
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|  | Total volunteer hours anticipated°: | | | |  |

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| Considering the partners and volunteer roles listed above, please provide any relevant details about the roles as well as any recruitment and training that will be involved. |
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# Experience & Capability

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| What skills or experience does your Friends Group (or its volunteers) have with carrying out a project like this?  *Consider: Volunteer recruitment and management, ecological restoration knowledge, materials purchasing experience, physical labor capabilities, etc.* |
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# Areas of Concern

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| Identify any unanswered questions and/or potential issues you anticipate. |
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# Project Leadership

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| --- | --- | --- | --- |
| Main Friends Group Project Contact | | | |
| Name |  | | |
| Email |  | Phone |  |
| Secondary Friends Group Project Contact | | | |
| Name |  | | |
| Email |  | Phone |  |

# Submission

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| --- | --- |
| Date application submitted |  |
| Submitted by |  |

This document, along with the budget and letter, can be submitted as attachments in an email to [friends@parksandtrails.org](mailto:friends@parksandtrails.org). Applications are due by **February 9, 2024** at **5pm**.

[Date]

Parks & Trails Council of Minnesota

275 E. 4th St., #250

St. Paul, MN 55101

To Grant Application Reviewers:

I am writing in support of a [project name (i.e. tree planting or invasives removal)] project for which [friends group] is planning. The project entails [description of the project].

This project complements existing initiatives at [park or trail] by [how it complements]. [Friends group] has demonstrated capacity to implement this project by [how they demonstrate capacity].

Sincerely,

[Signature]

[Name]

[Role]

[Agency]