**WARREN COUNTY SOIL & WATER CONSERVATION DISTRICT**

**2022 Operation Rain Garden Grant Application**  
Deadline to apply: August 31st at 11:59PM

**Eligibility Requirements**  
  
Cities, villages, townships, and publicly owned parks are eligible to apply for a grant not to exceed $10,000 to establish a rain garden on public property. Nonprofit entities with 501c3 status that support or maintain public lands (such as a park foundation, friend group, or PTA) are also eligible to apply, but must provide proof of 501c3 status and a letter of approval and support from the municipal owner of the proposed garden site. Eligible project types are limited to rain gardens. If you are unsure of your eligibility, please contact (513) 695-1337 for assistance.   
  
**Project Goals & Requirements**  
  
This is a competitive grant process—priority will be given to projects that best meet eligibility criteria and the following project goals & requirements:

* Project installation must be completed within two years of receiving notification.
* Projects must abide by local laws and ordinances. For example, plantings in a boulevard must follow city guidelines, including conforming to necessary permit(s) and height requirements.
* Projects must be available for public viewing. Priority will be given to projects in heavily trafficked locations that engage community members through outreach and education.
* Projects must be made available to city and county parks, schools, and other conservation education institutions to serve as locations for citizen science projects and/or education events.
* Installation is required of an educational sign (provided by Warren Co SWCD) at the proposed site. Warren Co SWCD staff will coordinate with grant recipients as to sign placement and design to ensure it meets necessary site requirements. Additional site signage may be included in project budget but review by Warren Co SWCD for content is required.

**Project Narrative**

Please provide a description of the following:

* Description of Proposed Rain Garden
* Justification for Project Location
* Plan for Maintenance - Project narratives must include a reasonable plan for maintenance and its associated cost to ensure the project will have a reasonable life (approximately 5 years) as a community beautification and learning tool. Maintenance documents and technical advice are available upon request from Warren Co SWCD.
* Future Plans for Community Engagement

**Funding Guidelines**

Grants are made in the form of a reimbursement upon completion of the project. Eligible expenses for reimbursement include professional fees for garden planning, design, and installation as well as site preparation (sod removal, tilling, weed control), plants, seeds, weed suppression papers, wood mulch, seed and plant installation, equipment rental, watering tools, and any hand-tools used for garden installation and maintenance.

Reimbursements will only be given for expenses incurred within the grant period. All receipts must be dated within the grant period and presented at the time of final reporting in order to receive reimbursement. Sales tax cannot be reimbursed.

**Reporting Requirements**

A final report will be due 60 days after the completion of the grant period. Reports must include a brief narrative and before and after photos of the project. The project will be inspected by Warren Co SWCD staff upon completion.

**Application**

|  |  |
| --- | --- |
| Applying Organization Name: |  |
| Organization Type\*:  *(government or 501c3 only)* |  |
| Affiliated Municipal Organization: *(if different)* |  |
| \*If you are a non-profit organization applying to install a garden on municipal property, please provide a letter of support from the proposed site location’s governing entity with your application. | |

**Primary Contact**

|  |  |
| --- | --- |
| Name: | Title: |
| Email: | Phone Number: |
| Mailing Address: | |

**Project Narrative**  
  
Describe the project:

Where will the proposed garden be located and why?

What are your future plans for community engagement?

Please outline your plans for garden maintenance:

**Attachments**If you are applying on behalf of a municipal/government organization, attachments are not required. However, if drawings, site plans, or photos of the site of the proposed garden are available, you may attach them.

If you are applying on behalf of a 501c3 nonprofit organization, proof of your 501c3 status and a letter of support from the proposed site location’s governing entity with your application is required.