



## Small Grants

As part of its effort to support local river conservation endeavors and educational or recreational projects that will help enhance or protect the Outstandingly Remarkable Values of the lower Farmington River and Salmon Brook, the LFSWS will offer small grants for applicable projects when funds are available.

### **Project Eligibility**

Projects that enhance the protection of the lower Farmington River/Salmon Brook corridors and their watersheds are eligible for consideration. The project must be consistent with the lower Farmington River and Salmon Brook Wild and Scenic Management Plan (This can be viewed at [www.lowerfarmingtonriver.org](http://www.lowerfarmingtonriver.org) ). Projects within the rivers' corridors or along its waterways may have priority. The project should directly benefit at least one of the following general areas:

- Conservation, restoration or enhancement of the geology, water quality, biological diversity, cultural landscape, and recreation resources of the watershed (with priority given to projects within the nine riverfront towns and consideration given to projects in the Pequabuck River watershed)
- Stewardship of land with high resource values, consistent with the point above
- Land Protection Assistance. For additional project guidelines, refer to the section titled "Appendix A: Land Protection Assistance Guidelines".
- Promotion of responsible recreational use and accessibility
- Public education, workshops and outreach about the river and/or brook, their natural and cultural resources, and methods of protection
- Public involvement in river and brook related issues
- Mapping, inventory and targeted outreach pertaining to conservation efforts
- Signage and kiosks along the river and brook and their watersheds

Preferred projects will also provide opportunities to establish or broaden partnerships between LFSWS and individuals, agencies and organizations with a connection to the river and/or brook and opportunities to foster diversity, equity, and inclusion.

**The following projects/activities are not eligible for funding under the LFSWS Grants Program:**

- Lobbying activities
- Commercial or for-profit businesses and activities (Note: Non-profit grant recipients may subcontract work to commercial or for-profit businesses.)
- Endowment funds
- Purchase of equipment for general use such as computers, drones or cameras or phones, etc.
- Purchase of equipment deemed inherently dangerous such as chainsaws and weedwhackers. \*
- Purchase of herbicides, insecticides and other materials deemed inherently hazardous. \*\*
- Reimbursement for projects already started or completed before the grant is approved and the agreement letter is signed and returned.
- Membership fees or dues to other organizations

\* However, rental of such equipment may be allowed if proof of relevant insurance is provided.

\*\*These items may not be included as part of the 25% match. However, the use of herbicides may be permitted under some circumstances and at the discretion of the Lower Farmington River and Salmon Brook Wild and Scenic Committee, provided that a licensed herbicide applicator supplies the chemicals and does the application. Cost of a licensed applicator's services may potentially be covered by a LFSWS grant or as a match.

(NOTE: See Appendix A for Land Protection Guidelines)

### **Who May Apply**

- Non-profit organizations, municipalities, schools and other educational institutions and cultural institutions may all submit proposals.
- Proposals submitted by private citizens may be considered provided there is clear demonstration of public good/benefit. However, preference for funding will be given to the entities mentioned above.

### **Application Period & Funding**

There are no deadlines for applications. LFSWS accepts them on a first come, first served basis until all the funding allocated for the year has been distributed. There is no cap on the amount applicants may request. However, with an interest in funding projects for as many applicants as possible, LFSWS would prefer to fund smaller projects, for example those with a budget up to \$6,000, earlier in the fiscal year (FY = October 1 to September 30). For an especially outstanding project, LFSWS will consider a larger amount. Some exceptional proposals may be considered for funding for more than one year.

### **Applicant Match**

The applicant shall provide matching funds of at least 25% of the amount requested. The applicant match can be monetary or “in-kind” (services, facilities, equipment, materials) and must be clearly documented. Letters of commitment from any organizations or businesses providing in-kind support must accompany the application.

### **Application Process**

Written proposals following the format specified in the proposal guidelines below will be reviewed by the appropriate LFSWS subcommittee (Education and Outreach Subcommittee or Resource Protection Subcommittee). Recommended proposals will then be brought to the full Committee for final approval.

Instead of a written document described below, applicants may submit an online form ([click here](#)).

### **ONLINE APPLICATION**

Applicants may be asked to present their proposal and answer questions at the monthly LFSWS meeting after the subcommittee has recommended the application. Successful applicants will be required to provide periodic progress reports and a final completion report.

## **Application Instructions for LFSWS Grants and Land Protection Assistance**

(See Appendix A for Land Protection Assistance Program Proposal Guidelines)

**Please be concise, the written proposal should not exceed 3 pages, excluding cover sheet, budget and attachments. Alternately, you can submit your proposal on the form linked above.**

### **Project Goal(s) & Action Steps**

Please provide a description of the goal(s) for your project and the specific steps you will take to achieve the goals. Include the timeline for the completion of each step. If necessary, detailed information (designs, maps, graphics, etc.) should be provided in an attachment.

### **Deliverables and Measures of Success**

Describe the products (i.e. inventory reports, brochures, etc.) that will be delivered as a result of the project. Also, clearly define what measurements will be used to determine if the project is successful.

### **Budget summary**

As a separate attachment, provide a project budget that includes total costs, sources and amounts of funding, and sources and estimated value of any in-kind matching support. For non-profit organizations, please enclose a copy of an IRS letter confirming section 501(c) (3) status. For groups without 501(c) (3) status, please provide your sponsoring organization's documentation.

### **Benefits of project**

Please describe how your project meets the Project Eligibility requirements by explaining how it benefits any of the following:

- The conservation, restoration or enhancement of the fish, wildlife, water quality, geologic, historic, cultural or recreational resources of the lower Farmington River Watershed. Salmon Brook Watershed and/or the Pequabuck River Watershed .
- Stewardship of land with high resource values, consistent with the point above
- The promotion of responsible recreational use
- Increased accessibility and opportunities to foster diversity, equity, and inclusion.
- Public education about the river and/or brook, its resources, and methods of protection
- Public involvement in river-related issues

### **Partnerships/local support/participation**

Please provide any expressions of support, or interest in, this project expressed by other members of the community (i.e. local community leaders, land use commissions, local river advocacy groups, recreational groups, historical and cultural organizations, and conservation

organizations, or state agencies). Include letters of support as attachments. Teachers should provide a letter of support from their school.

**The complete written application should include the following:**

1. Cover sheet including
  - Applicant name, address, phone, email and name/title of key contact person
  - Project Title
  - One sentence project description
  - Amount of Funding Requested from LFSWS
2. Proposal (1-3 pages).
3. Attachments including budget, letters of support, and other detailed information as needed.

**Please email the completed application materials to: [lfswschair@gmail.com](mailto:lfswschair@gmail.com).**

**Questions? Please contact the LFSWS Chair at [lfswschair@gmail.com](mailto:lfswschair@gmail.com).**

## **Appendix A**

### **Land Protection Assistance Guidelines**

The following policies and criteria are guidelines for the LFSWS in working with land trusts, other entities, and towns to conserve land that furthers the goals of the Lower Farmington River and Salmon Brook Management Plan. Please use the following as a “checklist” to evaluate the likelihood of LFSWS’s interest in assisting your project:

1) LFSWS will not own land itself but will assist others in land purchases to be held in permanent conservation by a land trust, town or other appropriate entity. Due to limited funds, LFSWS will typically focus its funding on the costs associated with land acquisition (wildlife and plant surveys, title and legal fees, signage, etc.).

2) LFSWS will focus its support on land that:

- is located in wild and scenic towns (Avon, Bloomfield, Burlington, East Granby, Farmington, Granby, Hartland, Simsbury, and Windsor) and the Pequabuck River Watershed
- is threatened by development
- has landowners willing to conserve their properties
- protects river or brook frontage
- has particular features that are important to Wild & Scenic/Outstanding Resource Values (wildlife habitat, water quality, recreational access, historic/cultural, geologic features such as ridgelines, scenic landscapes)
- has high quality native species communities (plant or wildlife)
- is currently unprotected
- connects to larger parcels of protected land
- will increase vegetated buffer between development and the river
- has water features – tributary to Farmington River or Salmon Brook, ponds, wetlands

The more of the above criteria that your project meets, the higher the likelihood that LFSWS will support your project.

3) The following are examples of circumstances may lead to LFSWS's decision not to pursue or be involved in a proposed land protection project. (This list is not intended to be all inclusive.)

- The property is small, and there is little likelihood of adjacent properties being protected.
- The landowner insists on provisions in a conservation easement that the LFSWS believes would seriously diminish the property's primary conservation values.
- The proposed open space is part of a development proposal which overall is likely to have significant adverse impacts on conservation resources.
- The proposal does not fall within the purposes of LFSWS’s mission.

**Budget:**

LFSWS funding is limited, so large projects cannot be supported. However, in exceptional cases, the LFSWS can work with you to request funding through the National Park Service. Although it may take more than a year for funding to be provided through this mechanism, it is an option. Anyone who would like to discuss the possibility of LFSWS helping in a land conservation project, e-mail the LFSWS Chair at [lfswschair@gmail.com](mailto:lfswschair@gmail.com) (Please allow a 60-day turn-around time for response to your proposal.)