

Ellensburg Community Grant Program 2022 Water Quality

PURPOSE: The purpose of the water quality focused area of the Ellensburg Community Grant Program is to encourage community-based projects that result in cleaner, safer water for Ellensburg residents. Funded by the Stormwater Utility, this focus area of the grant program accepts applications from Ellensburg volunteer groups seeking to develop projects aimed at improving Ellensburg's water quality.

A healthy environment is one in which the water quality supports a rich and varied community of organisms and protects public health. Water quality is commonly defined by its physical, chemical, biological and aesthetic (appearance and smell) characteristics.

Grant funds are invested in projects that include one or more of the following priorities:

- Required: Demonstrate improvements in water quality
- Educate a large and/or diverse segment of Ellensburg's population on what water quality is, and what actions they can take to improve or protect it
- Educate best practices to reduce/eliminate adverse impacts to water quality

ELIGIBILITY

Eligible volunteer groups such as youth, seniors, non-profit organizations, educational organizations may apply for funding. Business and governmental partners are encouraged, but may not be the applicant. Projects must benefit stormwater quality within the City limits, (i.e. public outreach and education, yard care, litter pick up, etc.) Projects must be within the city limits, if on publicly owned property an agreement will need to be signed between both parties addressing use of minors as volunteers, hold harmless etc. Grant funds may not be used for projects that involve or promote the use of alcohol.

GRANT FUNDS

A total of \$10,000 is available for this grant cycle. Applicants can request any amount of needed funds up to that maximum. The Environmental Commission may award multiple applications. Please consider this when completing the grant application. Applications should demonstrate economical use of funds that are appropriate to the scale of the project. Grants are awarded to organizations that show capacity to manage grant funds and projects, and funds are disbursed on a reimbursement basis.

PROCESS

Applications must be submitted by 5:00 p.m. on August 31st.

Applications shall be submitted to the Community Development Department Office, located on the 1st floor of City Hall, 501 North Anderson Street, Ellensburg, WA 98926. or via email to wilsonl@ci.ellensburg.wa.us

Once the application deadline has passed, the applications will be reviewed by city staff to determine eligibility. Those applications deemed eligible will be forwarded to the Environmental Commission. They will hear brief presentations from the applicants. The applicants will be notified of the meeting date. This meeting will be open to the public. The applications and presentations will be reviewed by the Ellensburg Environmental Commission using the criteria outlined in the Reviewer Evaluation included with the application. The commission will determine which applicants will receive awards and the amount of the award. This recommendation will be forwarded to City Council for final approval. After City Council approval, the

applicant will be notified after which a grant agreement between the City of Ellensburg and the applicant will be executed. This agreement will specify the reporting timeframes and award conditions.

REPORTING REQUIREMENTS

Grant work is to be completed within the City of Ellensburg's fiscal year. All successful applicants are required to submit a mid-project report by August 15, and a final project report to the Ellensburg Environmental Commission by October 31. These reports should reflect the work described in the applicant's initial grant application, any diversions from the original project, lessons learned, and show evidence of specific water quality improvements. Reporting and any request for reimbursement must include all receipts of expenditure, timesheets, volunteer sign in, and all other supporting documents that pertain to reimbursement requests.

For more information, contact Community Development at (509) 962-7235, or email wilsonl@cilellensburg.wa.us

APPLICATION FORM

Ellensburg Community Grant Program

Focus area: **2022 Water Quality**

Project Title:

Applicant information

Name of applicant (first, last)

Applicant's address

Mailing address, if different

Email

Phone (cell) _____ (home) _____

Please answer the following questions (be concise but include all requested information):

- 1) Describe your project and the steps you will take to accomplish it. What are your goals?
- 2) How will your project improve water quality in Ellensburg?
- 3) Do you have any partners in this project? If so, what is their role or level of involvement?
- 4) Who are your other contributors, either in-kind or providing funds?
- 5) Who will benefit directly from this project? Where applicable, describe the demographics and number of people impacted. How visible will the results of the project be for the general public?
- 6) Where will the project occur? Provide the specific location(s) of your project.
- 7) How will you evaluate the success of this project? What does success look like?
- 8) Describe how the project impacts will be sustained after your project is completed.
- 9) How will the community know that the City of Ellensburg supported this request?

PROJECT BUDGET -

The applicant must use the format provided. Include all costs for the project (even if not requesting entire amount). Eligible expenses include professional services, supplies and materials, construction costs, and personnel. Some ineligible expenses include City of Ellensburg permit fees and operational administrative costs such as bookkeeping or payroll. The following items are considered matching funds: cash, volunteer hours, and donated materials, equipment use, or professional services. Volunteer hours must be documented and submitted with the mid-year and year-end reports. Volunteer labor is valued at the standard IRS hourly rate ([Value of Volunteer Time – Independent Sector](#)) equipment use donations are valued at the hourly rate the equipment would be rented for, and donated professional services are valued at the ‘reasonable and customary’ rate for the services.

Cost category						
PERSONNEL	Hour	#/Hour	\$/Hour	Grant	In Kind	Total
MATERIALS & SUPPLIES	Unit	#/Unit	\$/Unit	Grant	In Kind	Total
PROFESSIONAL SERVICES	Hour	#/Hour	\$/Hour	Grant	In Kind	Total
FUNDS FROM OTHER SOURCES	Unit	#/Unit	\$/Unit	Grant	In Kind	Total
OTHER	Unit	#/Unit	\$/Unit	Grant	In Kind	Total
TOTAL PROJECT BUDGET						
REQUEST SUPPORT FROM ELLENSBURG ENVIRONMENTAL COMMISSION						

REVIEWER EVALUATION

Ellensburg Community Grant Program

Focus area: Water Quality

Criteria	Score
Degree to which the project outputs or deliverables has the potential to promote water quality in Ellensburg <i>(25 points)</i> <i>Reviewer Comments:</i>	
Sustainability of the work after the grant is complete <i>(25 points)</i> <i>Reviewer Comments:</i>	
Size and diversity of the group directly involved with the project <i>(10 points)</i> <i>Reviewer Comments:</i>	
Other sources of funding or support, both in-kind and cash <i>(10 points)</i> <i>Reviewer Comments:</i>	
Visibility of the project to the general public and community education <i>(10 points)</i> <i>Reviewer Comments:</i>	
Budget <i>(10 points)</i> <i>Reviewer Comments:</i>	
Reviewer Discretionary Points <i>(10 points)</i> <i>Reviewer Comments (required):</i>	
A high reviewer score is desired by an applicant. TOTAL SCORE: <i>(max 100 pts.)</i>	