

2022 Clean Water Implementation Small Grant - Clean Water Fund

Eligibility Questions

You're applying for a Clean Water Implementation Small Grant through the Lancaster County Community Foundation's Clean Water Fund.

These grants of \$5,000 to \$25,000 support implementation of collaborative, watershed-scale restoration projects that encourages diverse audiences to improve Lancaster's water quality at a rapid pace.

When applicable, please visit the Lancaster Clean Water Partners' Collaborative Watershed Mapping Tool to assist in answering any of the application questions.

We encourage you to be brief and specific in all your answers. Bulleted lists are completely acceptable. Examples of previous applications are provided in this Google Folder to assist in crafting your application. The examples are only to provide guidance, not to be copied verbatim.

All questions regarding the fund and application process can be directed to Emily Smedley, Communications and Program Manager at the Lancaster Clean Water Partners (esmedley@lancastercleanwaterpartners.com).

Is your organization categorized as 501(c)(3) by the IRS or a municipality?*

Choices

Yes

No

Is your organization registered with the PA Bureau of Charitable Organizations (or exempt)?*

Choices

Yes

No

Exempt

PA Bureau of Charitable Organizations Registration Number

Character Limit: 6

Expiration Date

Character Limit: 10

Reason for exemption or non-registration

Character Limit: 250

Is your organization current on paying its payroll taxes?*

Choices

Yes
 No
 Not Applicable

NON-DISCRIMINATION

In February 2022, the Lancaster County Community Foundation’s Board of Directors approved two new policies to help ensure all grantmaking programs support community projects that welcome and value everybody—particularly individuals from historically marginalized, federally-protected classes. We believe our community is strongest when every individual feels valued and supported by our county’s community benefit/nonprofit sector, and these policies will help us direct our grant dollars to organizations and projects also committed to inclusive practices.

1. Anti-hate policy. The Community Foundation will not knowingly make grants that we believe, in our sole discretion, intend to support or engage in hateful activities.
2. Non-discrimination policy. Grant partners must have, and will be required to submit, a non-discrimination policy. It must demonstrate compliance with federal laws--based on your type of organization—related to protected classes of people.

We will review all information provided in this application. We also reserve the right to request additional information as part of our due diligence process. For further information, check out these [frequently asked questions](#).

Upload your organization’s current non-discrimination policy.*

File Size Limit: 3 MB

Does your organizational policy discriminate in serving any of the following federally-protected classes of people?*

Choices

Race

Color

Religion or creed

National origin or ancestry

Sex (including gender, pregnancy, sexual orientation, and gender identity)

Age

Physical or mental disability

Veteran status

For any boxes checked in the previous question, please explain why and if/how your organization is actively seeking to make policy changes.*

Character Limit: 1000

If you answered "No" to any of the questions above, please stop here because your organization does not meet the eligibility requirements. Otherwise, continue to the next

section. If you have questions contact Emily Smedley
(esmedley@lancastercleanwaterpartners.com)

Organizational Profile

Mission Statement*

Character Limit: 500

Does your organization have a conflict of interest policy?*

Note: Municipalities are bound by state laws and the State Ethics Commission. Municipalities should answer YES to this question even if the municipality does not have its own conflict of interest policy.

Choices

Yes

No

Project Information

Project Name*

Character Limit: 100

Project Coordinator Contact Information*

The project coordinator is the main contact for this project and will be in communication with Emily Smedley throughout the grant period regarding reports and reimbursements. List the contact information for the person that best fits this role.

Character Limit: 250

Grant Request (Dollars)*

Grant range: \$5,000 - \$25,000

Character Limit: 20

Project Summary*

Summarize the purpose and design of your project. Explain what practices will be implemented and how your project will conserve and protect Lancaster's local waterways.

Character Limit: 5000

Property Information

Project Location Address*

Character Limit: 250

Property Owner Information*

List the landowner's name, address, and email.

Character Limit: 250

Name of Stream/Watershed:*

Character Limit: 250

Is there a stream on the property?*

Choices

Yes

No

Is this considered an impaired stream on PA DEP's Integrated List?*

How to find this information: Use the Collaborative Watershed Mapping Tool and turn on the "Impaired Streams for Aquatic Life" layer, listed under the "Streams Layers" section.

Choices

Yes

No

No stream on property

If a stream is on the property, is there an existing forested buffer of at least 35 feet?*

Choices

Yes

No

No stream on property

If no, are you planning to install at least a 35 ft forest buffer?

Choices

Yes

No

No stream on property

Do you have a maintenance plan for the installed buffer (e.g. mowing, herbicide, replanting, etc.)?

Note: If a buffer will be planted as part of the project, a maintenance plan is required.*

Choices

Yes

No

No buffer to be planted

Application Questions

Need*

Describe why your project is needed and who it will impact.

Character Limit: 4000

Equity & Inclusion*

The Lancaster Clean Water Partners believes equal access to justice and clean water are human rights. Our vision of clean and clear waterways means healthy local streams for all Lancastrians, but particularly those that have historically had unequal access to it. Our collaborative work is intended to amplify the diverse voices in our community demanding environmental and social equality.

What are your organizational aspirations and current challenges regarding racial equity and inclusion, and/or social justice? Does this work relate to your project? If so, describe.

Examples: Are residents that may be low income, minority, or otherwise traditionally underserved helping to plan your project or participating? Are you expanding partnerships to include youth organizations, civic organizations, or others that serve general populations and likely have not been closely involved in water quality projects before (i.e. including new audiences)? Are you planning signage, brochures, or other outreach materials that will be available in multiple languages?

Character Limit: 2000

Timeline & Implementation Plan*

Provide a timeline for your project, including major milestones towards the project's completion. Include details about permitting (when applicable) and ongoing maintenance and monitoring (after project completion).

Character Limit: 5000

Project Barriers*

What are potential barriers to this project's completion (i.e. Lack of other funding sources, organizational changes, maintenance after project completion)?

Character Limit: 2000

Matching Funds*

Match is not required but encouraged.

If applicable, describe the source and type of your matching funds or in-kind hours for this project. If match is included, match commitments are required by July 22.

Character Limit: 2000

Partners*

List any partners you are collaborating with to implement this project directly. Describe how this partnership enhances the project or will contribute to its success.

Character Limit: 5000

Budget Description*

How exactly will these funds be used in the project? Describe how you would use this grant money. Include any significant expenditures and how they impact your project. Be as specific as possible.

Note: Up to 8% of awarded funds can go towards administrative costs. Funds can also be used to reimburse design and engineering if project implementation funding is already received.

Character Limit: 5000

Have you applied to any other funding sources for this project? If so, describe.

Character Limit: 1000

Organizational & Community Results*

What do you hope to gain or learn from this project? How will the community or organization be transformed? How will you know if you achieved your goals?

Describe the qualitative and quantitative goals of this project.

Character Limit: 2000

Best Management Practices

Please download this <https://landstudies.box.com/s/wcmd5cxiihci4xfdkb0fc2pjt7oubsuw> BMP Breakdown spreadsheet and add specific BMP practices as applicable for your project. Refer to Tab 1 for the BMP Reference Table, and fill in the details on Tab 2 for individual BMPs. Upload the completed spreadsheet here.

The total cost shown on Tab 2 should match what is on the Grant Budget Worksheet.

See Lancaster's Countywide Action Plan for the full list of BMPs we have identified for local progress. If you need more detailed BMP descriptions or definitions, see Quick Reference Guide for Best Management Practices from the Chesapeake Bay Program.

*Please note that a maintenance plan is required if your project includes a riparian buffer.

File Size Limit: 2 MB

Required Attachments

If you do not have access to a scanner, you can use the "Fax to File" tool on the left menu. This tool will convert a fax to a PDF document.

Board of Directors Roster*

Upload a current fiscal year board roster that contains at minimum the name and occupation of each member.

File Size Limit: 1 MB

Match Commitment Letter

Match is not required but encouraged.

If applicable, upload a letter from the contributing organization's Executive Director, CEO, President, or Board President that details the source of matching funding for this project. Matching fund commitments must be secured by July 22, 2022.

File Size Limit: 1 MB

Landowner Commitment Letter

Upload a letter of commitment from the landowner indicating their support of your project. This is only required if your project site is on land not owned by your organization.

File Size Limit: 2 MB

"Before" Picture #1*

Upload a picture showing the land/area of your project before your work has begun. If the file size of your photos is too large to upload here, please email them directly to Emily Smedley (esmedley@lancastercleanwaterpartners.com).

File Size Limit: 2 MB

"Before" Picture #2*

Upload a picture showing the land/area of your project before your work has begun. If the file size of your photos is too large to upload here, please email them directly to Emily Smedley (esmedley@lancastercleanwaterpartners.com).

File Size Limit: 2 MB

"Before" Picture #3*

Upload a picture showing the land/area of your project before your work has begun. If the file size of your photos is too large to upload here, please email them directly to Emily Smedley (esmedley@lancastercleanwaterpartners.com).

File Size Limit: 2 MB

Project Map

If available, please upload a map showing the location of your project.

File Size Limit: 2 MB

Optional Additional Attachment

Feel free to attach plans, support letters, or any other documentation that will help to more fully describe your project. If the file size is too large to upload here, please email attachments directly to Emily Smedley (esmedley@lancastercleanwaterpartners.com).

File Size Limit: 2 MB

Electronic Signature

Note to applicants seeking staff feedback:

Staff will review and provide feedback on draft applications submitted through this system by June 24, 2022. Application drafts that are saved but not submitted will NOT be considered for feedback.

On or before July 8, 2022, we'll return your application to "draft" status. You can make any revisions and then re-submit by the final deadline, July 22, 2022.

Are you interested in receiving feedback from staff prior to volunteer review?*

This option is only available for applications submitted by June 24, 2022.

Choices

Yes, I would like staff feedback.

No, this is my final submission.

Clean Water Partners have provided feedback.

I certify that if awarded this grant, no grant dollars will be used to support activities that discriminate against any federally-protected class of person. *

Choices

Yes

No

Signature*

Character Limit: 100

Date*

Character Limit: 10