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# Gulf Coast Resource Conservation and Development Council

## Grant Program Fact Sheet

The Gulf Coast RC&D Council is actively involved in the management of high-impact projects that address Conservation Education, Community Development, and Resource Conservation opportunities within Baldwin, Escambia, and Mobile counties.  We encourage projects that involve partnerships between local businesses, government agencies, school systems, and citizen volunteers.

## General Information

- Grant awards are limited to projects in Baldwin, Escambia, and Mobile counties.
- Grants must fit within and support our mission and focus areas.
- Applications are open online on the GCRCD website from June 1 to August 1.
- Grants will be announced in late September, begin October 1, and must be completed August 1.
- Minimum awards are $2,000.  Most awards are $5,000.  Please call the Executive Director before applying for a grant over $5,000.  Priority will be given to projects that serve a large area and/or impact a large number of people.
- All grants a reimbursable.  Payment is made upon project completion and submission of proper documentation; including the project completion form.
- Grantees who do not use their grant award and fail to cancel their grant are ineligible to reapply for a minimum of two years.

## How Grants are Chosen

- The grant committee is composed of board members from each county.
- Committee members review and score each grant.  (See scoring criteria sheet.)
- The committee considers the following:
  
  Projects where a small amount of money will make a big impact
  Community need, public support, and area/number of people affected
  Projects that match GCRCD mission and focus areas
  Your connection and familiarity with the GCRCD Council or a Council member
- Grant scores are compiled and averaged, failing grants receive no further review.
- After all grants are reviewed and scored, the full council meets to make the final decision.

# Grant program Focus Areas

The areas listed below are the areas that GCRCD will accept proposals for funding this year.  Please make sure your project fits into one of these areas and that you describe on the application how it furthers the mission of the Council.

## Conservation Education

Academic programs to provide educational opportunities for elementary, middle, and high school students in the GCRCD Council area.

- Agricultural/Forestry Projects
- Aquaculture/Aquaponics
- Environmental Programs
- Educational Greenhouses
- Livestock Programs
- Outdoor Class Rooms
- Water Quality

## Community Development

Projects that improve the quality of life for local communities within the GCRCD Council area.

- Health Initiatives
- Recreational Facilities
- Safety Programs
- Volunteer Fire Departments

## Resource Conservation

Projects for conserving and using the natural resources in the GCRCD Council area.

- Accessibility to Water Resources
- Environmental Enhancement
- Erosion Control
- Pollinator Species Enhancement
- Water Quality

# Writing specific, measurable performance objectives

Performance objectives are specific activities/tasks you will complete that can be quantified and measured to document you have accomplished your project goals.  They are tangible results you can use that indicate your project was a success.  Below are some examples of poor objectives and good objectives.  Note that specific ones can be measured through data collection or observation.  See examples below.

## Conservation Education Examples

Academic programs to provide educational opportunities for elementary, middle, and high school students in the GCRCD Council area.

- Agricultural/Forestry Projects
- Aquaculture/Aquaponics
- Environmental Programs
- Educational Greenhouses
- Livestock Programs
- Outdoor Classrooms
- Water Quality

| Vague, unmeasurable performance objectives | Specific, measurable performance objectives |
| --- | --- |
| Learn about the environment | List the main parts of an ecosystem |
| Understand aquaculture | Demonstrate how to set up a filtration system |
| Teach students about livestock | Identify the correct feed for cows |
| Build an outdoor classroom | Explain the process of photosynthesis |
| Measure water quality | Test for dissolved oxygen and turbidity |
| Know about farming | Analyze soil for pH |

## Community Development Examples

Projects that improve the quality of life for local communities within the GCRCD Council area.

- Health Initiatives
- Recreational Facilities
- Safety Programs
- Volunteer Fire Departments

| Vague, unmeasurable performance objectives | Specific, measurable performance objectives |
| --- | --- |
| Help senior citizens exercise | Create a set of 10 exercises with directions |

Teach students about fire safety...........................................................Demonstrate the correct way to douse a fire

Buy exercise equipment...................................................................... Buy 5 treadmills, 3 pull-up bars, 1 elliptical

Help VFDs................................................................................ .Buy 3 sets if turn-out gear, 5 radios

# Resource Conservation Examples

Projects for conserving and using the natural resources in the GCRCD Council area.

- Accessibility to Water Resources
- Environmental Enhancement
- Erosion Control
- Pollinator Species Enhancement
- Water Quality

| Vague, unmeasurable performance objectives | Specific, measurable performance objectives |
|---|---|
| Stop erosion in the park...................................................... | Install a 30' underground drainage pipe |
| Give people more access to water...................................................... | Construct a 20' x 50' boat ramp |
| Get plastic out of water...................................................... | Install a trash boom in _____creek at _____. |
| Have more bees in Baldwin County...................................................... | Build and install 10 hives at _____farm. |

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By writing specific, measurable objectives you will have well-defined activities and tasks for your project.  It will also be a more effective way to communicate your plans for what you will accomplish in your project.  In addition, specific objectives will make your evaluation and measuring your success more precise.  Some specific objective words to describe project activities and tasks are the following:

| | | |
|---|---|---|
| Align | Design | Plan |
| Analyze | Differentiate | Plant |
| Arrange | Explain | Prepare |
| Arrange | Formulate | Produce |
| Assemble | Identify | Reconstruct |
| Assemble | Illustrate | Recruit |
| Build | Implement | Recycle |
| Calculate | Improve | Reduce |
| Collaborate | Increase | Replicate |
| Combine | Inspect | Revise |
| Compare | Install | Select |
| Comply | Justify | Set up |
| Compose | Manage | Simplify |
| Construct | Measure | State |
| Coordinate | Merge | Support |
| Create | Modify | Train |
| Demonstrate | Operate | Transform |
| Describe | Perform | Translate |

# Project Scoring Criteria

Project _____ County __ B __ E __ M

### 1.  Purpose and scope of work – 0-5 points
 Purpose of the project is clear and concise.  Description of activity or work to be conducted is logical and/or technically sound.  Highest scoring projects will provide a clear overview of the project and work to be undertaken.

| 1 | 2 | 3 | 4 | 5 |
|---|---|---|---|---|
| Poor description | | OK description | | Clear description |

### 2.  Focus area connection – 0-10 points
Applicant has clearly explained how the project addresses the issues related to at least one of the GCRCD focus areas.  Highest scoring projects will result in improved services or practices for our community.

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|----|
| Poor description | | | | OK description | | | | Clear description | |
| vague details | | | | provides some details | | | | very detailed | |

### 3.  Public benefit – 0-5 points
Describes how the project fulfills an existing public need or benefit either directly or indirectly.  What geographic area will be served by the project?  Preference will be given to projects that have
 the potential to benefit the highest number of people.

| 1 | 2 | 3 | 4 | 5 |
|---|---|---|---|---|
| Impacts a small | | Impacts a medium | | Impacts a large |
| number of people | | number of people | | number of people |

### 4.  Outreach – 0-5 points
A proactive public education and/or outreach component has been incorporated into the project.  All education/outreach efforts including the tasks to be performed have been clearly explained.  Highest scoring projects will make the target audience aware of the project and/or resources and will encourage community participation where appropriate.  Outreach materials are transferable to all three council counties.

| 1 | 2 | 3 | 4 | 5 |
|---|---|---|---|---|
| Outreach plan is | | Outreach plan has some detail | | Outreach plan is detailed |
| vague | | | | and well planned |

### 5.  Support and value added – 0-10 points
Applicant has identified all project partners and has demonstrated there is support from the community.  Ideal projects will include partnerships across departments and with local organizations and businesses.  Highest scoring projects will include partnerships across departments, organizations, and will be supported by the local community.

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|----|

| Little community | Some community | Substantial community |
|---|---|---|
| participation | participation | participation |

6.  Timeline – 0–5 points

A project timeline is included showing the projected progress and completion of key project tasks by quarter:  October 1–December 31, January 1–March 31, April 1–June 30, July 1–August 1 with associated outcomes and deliverables.  Schedule is feasible and demonstrates that all tasks will be completed within the grant funding period.  Tasks are well defined with deliverables listed in chronological order and planned within a reasonable time frame.

| 1 | 2 | 3 | 4 | 5 |
|---|---|---|---|---|
| Timeline and tasks | | Some detail given | | Excellent detail |
| not detailed | | | | |

7.  Measuring success and next steps – 0–5 points

Applicant has clearly described how the success of the project will be measured and included specific performance measures.  Next steps for the project following expiration of grant funding including how the product/outcome will be used are described.  Highest scoring projects will have clear performance measures for success and will demonstrate long-term commitment to the project through ongoing actions after project completion.

| 1 | 2 | 3 | 4 | 5 |
|---|---|---|---|---|
| Performance measures | | Some explanation | | Detailed explanation |
| are poorly explained, | | is given, a few steps | | and next steps given |
| next steps vague | | given | | |

8.  Budget – 0–5 points

The budget appears reasonable, appropriate, and accurate.  Budget justification details all funds requested with reasonable justifications, and budgeted items are consistent with the project description and tasks for the project.  Highest scoring projects will pose a high overall public benefit relative to its cost.

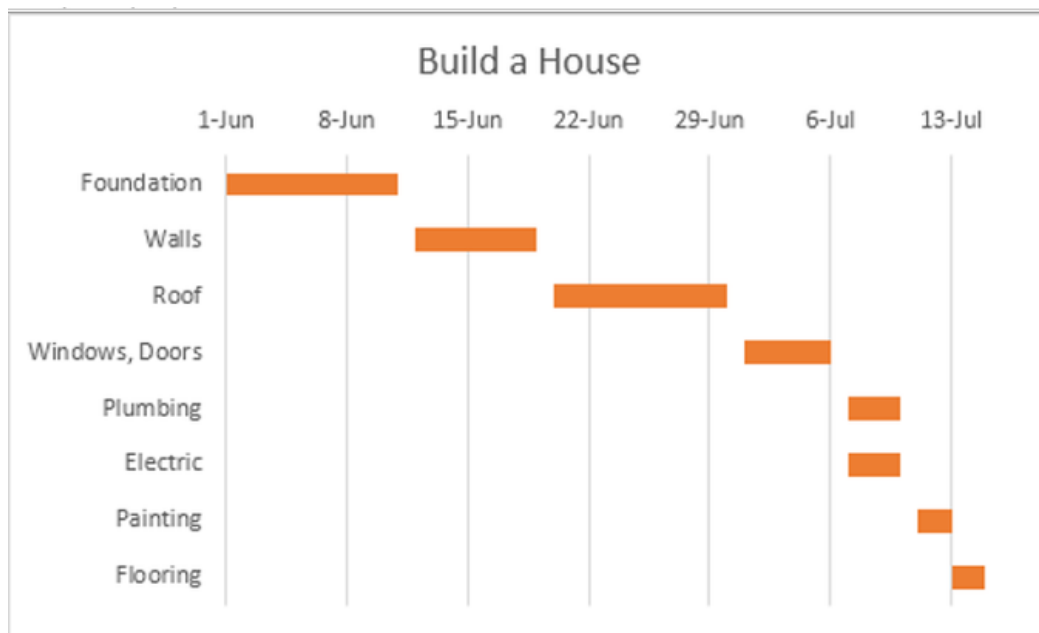| 1 | 2 | 3 | 4 | 5 |
|---|---|---|---|---|
| Budget items are not | | Budget items are somewhat | | Budget items are very |
| detailed/reasonable for project, | | detailed/reasonable, medium | | reasonable/detailed, high |
| low public benefit for cost | | public benefit for cost | | public benefit for cost |

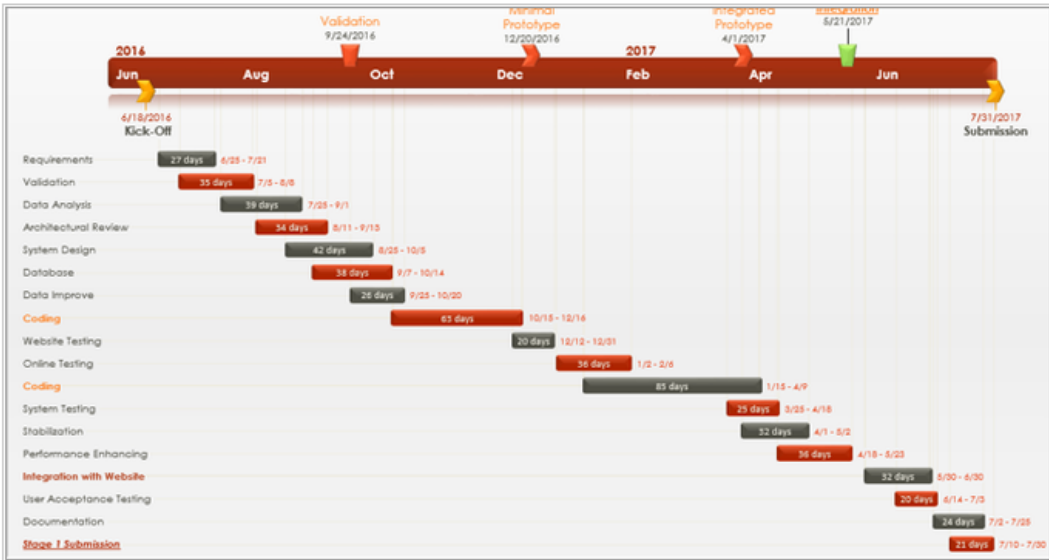Total out of 50 _____
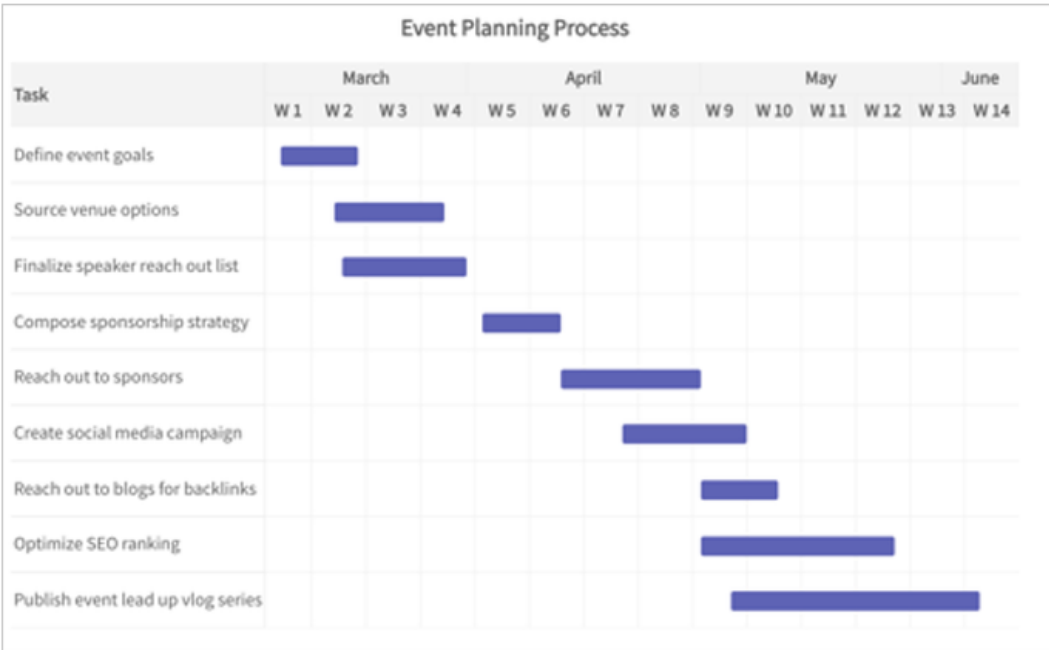
# Gantt Chart or Project Timeline

In order to plan your grant effectively, you need to create a Gantt chart of your activities and when they will occur.  This will help our office see what you have planned and when it will be initiated and completed.

1.  Begin by dividing the grant period into months from October 1 to August 1.

2.  Then list all activities you will do.  Include materials you will purchase, individuals you will consult with, construction, workshops, travel, etc. – any project activities that will be done during the grant period

3.  List the tasks in order.  For each task, estimate the amount of time it will take.  Then draw a horizontal line for the time (days/weeks/months) it will take to complete that phase of the grant.

See the three examples below.  You can also Google *Gantt chart* and see many more examples.  If you have questions, please give us a call (251-368-1606) or email the office (gulfcoastrcd@gmail.com).

## Gantt Chart or Project Activity Timeline Examples

## Event Planning Process

| Task | March | | | | April | | | | May | | | | June | |
|------|-----|-----|-----|-----|-----|-----|-----|-----|-----|------|------|------|------|------|
| | W 1 | W 2 | W 3 | W 4 | W 5 | W 6 | W 7 | W 8 | W 9 | W 10 | W 11 | W 12 | W 13 | W 14 |
| Define event goals | ▮ | | | | | | | | | | | | | |
| Source venue options | | ▮▮ | | | | | | | | | | | | |
| Finalize speaker reach out list | | ▮▮▮ | | | | | | | | | | | | |
| Compose sponsorship strategy | | | | ▮ | | | | | | | | | | |
| Reach out to sponsors | | | | | ▮▮ | | | | | | | | | |
| Create social media campaign | | | | | | ▮▮ | | | | | | | | |
| Reach out to blogs for backlinks | | | | | | | | ▮ | | | | | | |
| Optimize SEO ranking | | | | | | | | ▮▮▮ | | | | | | |
| Publish event lead up vlog series | | | | | | | | | ▮▮▮▮ | | | | | |

# Application

*309 East Ridgeley Street*
*Post Office Box 281*
*Atmore, Alabama 36502*

**Project title** *

**County** *

**House District** *

**Senate District** *

**Gulf Coast RC&D board member contact** *

**Amount of funds requested** *

**Applying entity** *

**Address** *

Address Line 1

Address Line 2

City

State

Zip Code

**Phone** *

**Email** *

**Primary contact** *

First

Last

**Title or position** *

**Phone** *

**Email** *

**Secondary contact** *

First

Last

**Title or position** *

**Phone** *

**Email** *

**How did you learn about Gulf Coast RC&D** *

Please let us know how you heard about Gulf Coast RC&D.

## Project Description - Total 50 points

**Project title** *

**County** *

**Gulf Coast focus area** *

**Purpose and scope of work** *(Please limit responses to 250 words.)*

1. **Describe the purpose of your proposed project and give an overview of the activity or work to be conducted.**

**0-5 points** *

Highest scoring projects will provide a clear overview of the proposed project.

**Focus area connection**

2. **Explain how your project addresses the issues related to at least one of the GCRCD focus areas. Provide information on the degree to which the project will result in improvements for your community.**

**0-10 points** *

Highest scoring projects will result in improved services or practices for our community.

**Public benefit**

3. **Describe how the project fulfills an existing public need or benefit either directly or indirectly. What geographic area will be served by your project? Preference will be given to projects that have the potential to benefit the highest number of people.**

**0-5 points** *

Preference will be given to projects that have the potential to benefit the highest number of people.

**Outreach**

4. **Describe how a proactive public education and/or outreach component has been incorporated into the project. Describe all components of the education/outreach effort including the tasks to be performed. Ideal projects will make the target audience aware of the project and/or resources and will encourage community participation where appropriate. Outreach materials should be transferable to all three council counties.**

**0-5 points** *

Highest scoring projects will make the target audience aware of the project and resources & will encourage community participation.

**Support and value added**

 5.  **Identify all your project partners including agencies associated with the project.  Ideal projects will include partnerships across departments and with local organizations and businesses.  Describe coordination efforts and indicate whether there is support from the local community for your project.  Letters of support are not required but may be included in the application submittal as pdf files.**

**0-10 points** *

Highest scoring projects will include partnerships across departments, organizations, and will be supported by the local community.

**Timeline**

6.  **Outline the project schedule showing the projected progress and completion of key project tasks by quarter: October 1 - December 31, January 1 - March 31, April 1 - June 30, July 1 - August 1.  (All projects must be completed by August 1.)  For each task, clearly show associated outcomes or deliverables.  The schedule must be feasible and demonstrate that all tasks will be complete within the grant funding period.  (Note - Quarterly reports documenting your progress must be filed with GCRCD.  See Cooperative Agreement for dates.)**

**0-5 points** *

Tasks should be well-defined with deliverables listed in chronological order and planned within a reasonable time frame.

**Measuring success and next steps**

7.  **Describe how the success of the project will be measured and include performance objectives*.  Describe next steps for your project following expiration of grant funding.  Highest scoring projects will have clear measures for success and will demonstrate long-term commitment to the project through ongoing actions after project completion.  (*performance objectives are specific activities/tasks you will complete that can be quantified and measured to document you have accomplished your project goals.  See GCRCD website for examples and guidelines on how to write effective performance objectives.)**

**0-5 points** *

Clear performance measures and long-term commitment to the project through ongoing actions after project completion.

**Budget**

8.  **Provide a detailed budget for your project.  Round to the nearest dollar.  Priority will be given to projects that include value added components and participation from local businesses and organizations.  Value added components include but are not limited to the following:  donations of materials/supplies, consulting services, labor, equipment use, hardware, software, plants, soil, containers, etc.**

**0-5 points** *

Highest scoring projects will pose a high overall public benefit relative to cost.

# Budget item list

**Item/category** *

**GCRCD funds requested** *

**Value-added contribution** *

**Total project value** *

**Item/category**

**GCRCD funds requested**

**Value-added contribution**

**Total project value**

**Item/category**

**GCRCD funds requested**

**Value-added contribution**

**Total project value**

**Item/category**

**GCRCD funds requested**

**Value-added contribution**

**Total project value**

**Item/category**

**GCRCD funds requested**

**Value-added contribution**

**Total project value**

**Item/category**

**GCRCD funds requested**

**Value-added contribution**

**Total project value**

**Sum of GCRCD funds requested** *

**Sum of funds from other sources** *

**Total value of project** *

This will be the sum of GCRCD funds requested and funds from other sources.

**2020 grant recipients will be chosen September 2019.  ALL GRANT FUNDS ARE GIVEN ON A REIMBURSEMENT BASIS.  Project must be completed and the final report and all supporting documentation must be submitted before August 1, 2020.**

**Upload any supporting documentation here, limit of five pages**

Upload  or drag files here.

Submit

. ▲ .

We would love to have you visit soon!

### Hours

Monday – Friday
8:00 – 4:00

### Telephone

(251) 368–1606

### Email

gulfcoastrcd@gmail.com