

Verde River Grant RFP

Friends of the Verde River invites proposals for small grants (\$5,000 maximum) to preserve, enhance and promote the Verde River and its tributaries.

Funding may be awarded to projects that:

- Provide outdoor river recreation opportunities
- Restore and preserve fish and wildlife habitat
- Restore and preserve river and stream water quality and quantity
- Provide outdoor education opportunities that enhance understanding and appreciation of the Verde River and its tributaries.

Eligible Applicants:

- Nonprofit organizations with proof of 501(c) (3) tax-exempt status.
- Governmental organizations (municipalities, counties, public land managers, conservation districts, public agencies).

This RFP is for one-time, short-term (one year, maximum) projects. Grants requests are limited to a maximum of \$5,000. If you have received a Verde River grant through Friends of the Verde River or One for the Verde in the past, you are eligible to apply again once Friends of the Verde River has received your report on your most recent grant. (See the reporting schedule for more details.)

The Grant Review Process:

A selection committee comprising local business representatives and Friends of the Verde River representatives will meet to select and prioritize worthy projects. In this grant cycle, we will award up to \$10,000 total. Project schedule should not exceed two years. Priority is given to projects that can be completed in one calendar year from the date of award distribution.

Funding Cycle:

- Proposals due October 1, 2019, 5:00 pm – Email completed applications to grants@verderiver.org
- Grant awards announced mid-November 2019
- Grant award recipients recognized at annual recognition party, December 6, 2019
- Awards distributed early January

Application Procedures

Please submit your application containing all of the items specified below no later than 5:00 pm on October 1, 2019. We will contact you if we have questions or require additional information.

Your application must include:

Name of Organization:

Federal EIN:

Mailing Address:

Phone Number:

Name of Proposal:

Authorized Signatory (name, title, email, phone):

Primary Project Manager (name, title, email, phone):

Description of Proposed Project (no more than 2,500 words) including:

- Project benefit to the Verde watershed
- Project benefit to local economy
- Project schedule with key milestones
- Methods for completion
- Measure(s) of successful completion

Project Budget, including (use provided budget template or similar form)

- Total Project income and expenses, including income from all sources
- Project income and expenses to paid with this grant
- Project income and expenses from other sources, expected and secured
- Detail direct and indirect expenses in the budget

Letters of Support (Maximum of two)

For nonprofit organizations, please submit the following:

- List of Officers and Directors
- IRS Letter of Determination
- Financial Statement for past fiscal year
- Operating budget for current fiscal year
- A brief description of related completed past projects

Project Report Required of Past Grant Recipients

All grant recipients must submit a short report (no more than 2,000 words) outlining accomplishments and detailing measures of success before any subsequent grant may be awarded. Your report must contain all of the following information:

Name of Organization

Name of Proposal

Year and amount awarded

Person submitting the report (name, title, email, phone)

Body of the report should describe all of the following:

How the project benefited the Verde watershed and the local economy; key activities and successes, with dates, if applicable; how the project was completed relative to measures of success identified in the grant application; any lessons learned; and things you would have done differently or things that went particularly well.

In addition, provide a project financial report that illustrates how the funds received were spent compared to the project budget; include total funding received and spent from other sources for this project along with the funding received from Friends of the Verde River.

Please attach three to four photos, maps, or other illustrations, which Friends may publish in a report of the grant program, that illustrate the project.

Reporting:

Interim reports are due by end of June in the calendar year of the award distribution. Final reports are due one year from the date of grant award distribution. If the proposed project has not been completed within the granting year, or will continue beyond the one-year date, additional interim reports are due at six-month intervals. Projects where funds awarded have not been used towards the awarded project within two years from award distribution will be considered in default and the awarded organization will not qualify for future grant funding.

Submit grant application and supporting documents to: Grants@VerdeRiver.org by October 1, 2019.