



2022 Youth Engagement Small Grants Program

The Last Green Valley, Inc. (TLGV) is pleased to announce a new round of partnership grants for non-profits and municipalities to engage and benefit youth (under 21) in projects to conserve, celebrate or enhance The Last Green Valley's significant natural and historic resources or promote economic development, such as tourism and outdoor nature-based recreation. Projects that are developed or led by youth will receive priority consideration.

In addition to being youth-focused, collaborative projects between organizations and/or municipalities are encouraged. Projects that enhance access for diverse audiences to the abundant natural and historic resources of the National Heritage Corridor are also encouraged.

Projects must align with TLGV's Mission, Vision and Values, and advance its Strategic Priorities (<https://thelastgreenvalley.org/tlgv/mission/>). Projects may include a wide range of focus areas such as accessibility, land and water trail enhancements, sustainable agriculture, interpretive materials, streetscape improvements, community gardens, tourism, light pollution reduction, open space, wildlife habitat, water quality, farmers' markets, forestry, historic preservation or other projects. For additional information about TLGV's focus areas, please see Vision 2020, the management plan for The Last Green Valley National Heritage Corridor (<https://thelastgreenvalley.org/wp-content/uploads/2015/03/Vision-2020-The-Next-Ten-Years-in-The-Last-Green-Valley.pdf>).

Grants will range from \$2,000 – \$5,000. Funds will be dispersed on a reimbursement basis and must be matched 1:1 by cash or in-kind contributions. Projects that demonstrate the ability to generate more than 1:1 match will be given greater consideration. All projects must be completed by June 30, 2023.

Eligible Organizations

Municipal boards, commissions or committees, schools and non-profit 501(c) organizations are eligible to apply for projects located within The Last Green Valley National Heritage Corridor.

Application Instructions

Applications must be postmarked or hand-delivered by 4 pm on Thursday, April 7, 2022. Applications may also be emailed to LyAnn@tlgv.org before midnight on Thursday, April 7, 2022. TLGV will confirm receipt of your application within 2-3 business days. Successful applicants will be notified in early May and will be required to complete all contract paperwork promptly.

The Fine Print

1. For all grants, payment of expenses will be made **on a reimbursement basis**.
2. A 1:1 match of cash or in-kind contributions (such as volunteer labor or donated supplies) must be demonstrated. Federal funds cannot be used as match.
3. Incomplete applications will not be considered. Applications will be evaluated by a selection committee which will make recommendations to the TLGV Finance, Planning & Development Committee for final approval of awards.
4. TLGV reserves the right to fund projects at a level less than requested.
5. Projects cannot begin, and funds cannot be spent, until a contract has been fully executed.
6. Projects must be completed by June 30, 2023.
7. All final written/audio/digital products may be used by TLGV for any purpose without limitation and will be in the public domain. Applicants also retain separate ownership rights to project products.

Application Details - Please provide the following information:

- Project Title:
- Applicant Organization:
- Total Amount Requested from TLGV:
- Total Match Provided by Applicant:
- Project Mailing Address:
- Phone:
- E-mail:
- Website:
- Federal Employer Identification Number (required):
- Name and Signature of Project Director (electronic signature is acceptable):
- Date:

Narrative (no more than four pages). Please answer the following questions concisely.

1. Describe the project. Why is the project needed and how will it address the identified need?
2. What is the long-term, lasting impact?
3. How does the project advance TLGV's Strategic Priorities?
4. How will the project engage and benefit youth? Was the project developed by, or will it be led by youth?
5. Briefly, what are the history, purpose and accomplishments of the sponsoring organization(s)?
6. Who are the personnel involved, paid or unpaid, and what are their qualifications and tasks?
7. What is the work schedule? Can the project be completed by June 30, 2023?
8. What is the overall budget for the project? How will the 1:1 match requirement be met?
9. What other funding sources have you explored for this project? Why are TLGV funds needed?
10. What are the plans for publicity, education and/or community outreach? How will you credit The Last Green Valley as a funder?
11. How will your organization evaluate the project?

Budget (one page). On a separate sheet of paper, please provide a detailed project budget.

A 1:1 match of cash or in-kind contributions such as volunteer labor or donated supplies must be made. Please specify the items and/or personnel you are asking TLGV to pay for as well as the items and/or personnel you are contributing as match. Please list the wage rates and dollar value of any donated labor. You may use the Independent Sector rates of \$33.28 for volunteers in CT and \$34.97 for volunteers in MA. Gifts of cash, goods and services from contributors other than the sponsoring organization should be listed separately. Federal funds cannot be used as match.

Attachments (as many pages as necessary).

For all applications - Up to two letters of support are strongly recommended.

For municipalities - A written document, signed by the chief elected or appointed municipal official, approving submission of the grant application and confirming the availability of matching funds and/or in-kind contributions.

For schools - A written document, signed by the principal or superintendent, confirming the availability of matching funds and/or in-kind contributions.

For non-profits – 1) Copy of the 501(c) letter from the U.S. Internal Revenue Service; **and 2)** written documentation of a Board of Directors' vote, signed by an officer of the Board, approving submission of the grant application and confirming the availability of matching funds and/or in-kind contributions.

For More Information

If you have any questions about the grant program or would like to discuss your proposal prior to submission, please contact LyAnn Graff at 860-774-3300 or LyAnn@tlgv.org.