**York River Watershed Grants Program – 2025 APPLICATION FORM**

***Instructions:*** *Use this form and fill in entries for all items where “*Click or tap here to enter text*” appears. If the fillable form is problematic, you can create your own document that includes responses to all items requested in this application form. Your completed application should be no more than six pages, not including separate supplemental files or images. Send your application by email to* [*jh.yorkriver@gmail.com*](mailto:jh.yorkriver@gmail.com)***by April 16, 2025****. Applications should be attached to your email and can be in PDF or Word document format. Consult the companion* [***Request for Proposals***](https://yorkrivermaine.org/wp-content/uploads/2025/02/YRWGP-2025-RFP.pdf) *(available on* [*www.YorkRiverMaine.org*](http://www.YorkRiverMaine.org)*) for more information on this funding opportunity.*

**Applicant Information**

1. Entity/organization name: Click or tap here to enter text.

Is it a 501(c)(3) organization (Yes or No): Click or tap here to enter text.

Mailing address: Click or tap here to enter text.

Website: Click or tap here to enter text.

1. Contact person/authorized representative’s name: Click or tap here to enter text.

Title or role: Click or tap here to enter text.

Phone number: Click or tap here to enter text.

Email: Click or tap here to enter text.

1. If you are submitting this proposal in coordination with other organizations, groups, committees, businesses, or individuals, list those entities or individuals here, or indicate “none” if not applicable. For each, very briefly describe their role in the project or how they will support project implementation *(more detailed information is requested in the workplan/approach section)*.

Click or tap here to enter text.

**Project Overview**

1. Title or name of proposed project/activity: Click or tap here to enter text.
2. Project location: Click or tap here to enter text.
3. Provide a 2-4 sentence description of the project/activity and the results you aim to accomplish.

Click or tap here to enter text.

1. Which resource area(s) does your project most directly address (*click or tap to mark relevant boxes*):

|  |  |
| --- | --- |
| Cultural and Historic Resources | Undeveloped Habitat Blocks, Conserved Lands |
| Wildlife, Fisheries, Biodiversity, Habitats including wetlands | Water Quality, Water Resources, Stormwater, Stream Buffers |
| Watershed Resilience / Climate Adaptation | Working Waterfront |
| Recreational Resources | Scenic Resources |
| Community Connections, Capacity Building, Landowner Stewardship |  |

1. List the [*York River Watershed Stewardship Plan*](http://www.yorkrivermaine.org/wp-content/uploads/2018/09/York-River-Watershed-Stewardship-Plan-August-2018.pdf) objective(s) (and key actions where applicable) that your project aims to achieve or make progress towards achieving. Provide number and text of specific objectives, e.g., “*2.1 Preserve large undeveloped habitat blocks and wildlife corridors.*” (See pp. 113-124 of the Stewardship Plan for a list of all objectives and key actions.)

Click or tap here to enter text.

**Workplan / Approach**

1. Describe the scope of work and approach to be undertaken – include what you will do, how you will do it, who will do it (include partners and their roles, as needed), where it will occur, and when. For more complex or detailed projects, we suggest you split the scope of work into separate tasks or steps. For contracted services, identify contractors or vendors you plan to utilize. List any anticipated products or deliverables that will result from the project or activity. *(****Your response below is expected to be the lengthiest part of your application.****)*

Click or tap here to enter text.

1. List any permits, permissions, or approvals required to undertake the project and the status of each permit, permission, or approval, if applicable.

Click or tap here to enter text.

1. Briefly describe the applicant’s (or project team’s) qualifications, experience, or past involvement with similar projects.

Click or tap here to enter text.

**Budget**

1. Fill in the table below with budget details for the proposed project. “Amount requested” is project funding you are seeking in this application to the York River Watershed Grants Program, with a minimum request of $1,000 and a maximum request of $10,000. In the “Other funds” column, include funding from all other sources (including in-kind and volunteer support) that will be used for the project, if applicable. “Other funds details” should include the source of the other funds, note whether it is already secured or if it is pending, and the basis for any in-kind services/volunteer support calculations. Add rows as needed or substitute a different table that provides the same level of detail.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Category** | **Description of activities or items** | **Amount**  **requested** | **Other funds, including in-kind** | **Other funds details** |
| Personnel |  | $ | $ |  |
|  |  | $ | $ |  |
| Supplies & materials |  | $ | $ |  |
|  |  | $ | $ |  |
| Contractor |  | $ | $ |  |
|  |  | $ | $ |  |
| Professional services |  | $ | $ |  |
|  |  | $ | $ |  |
| Other: Enter text |  | $ | $ |  |
| Other: Enter text |  | $ | $ |  |
|  |  |  |  |  |
| **TOTALS** |  | $ | $ |  |

(Optional) Describe any important details about your budget that did not fit concisely in the table:

Click or tap here to enter text.

**Benefits and Outcomes**

1. Describe the anticipated outcomes, results, and/or other deliverables that will demonstrate project completion and achievements.

Click or tap here to enter text.

1. Describe the public benefits of the project and how it fulfills the Wild and Scenic Rivers Program mission of preserving river (or watershed) resources “for the benefit and enjoyment of present and future generations?”

Click or tap here to enter text.

**Additional Information (optional)**

1. (Optional) Include any additional details about your project that you want the review committee to know (e.g., relevance to other regional plans; context or details that convey the project need or timeliness; connections to previous work or to regional efforts; engagement of new, underrepresented, or underserved groups in your project; plans or capacity to sustain outcomes or results into the future, etc.).

Click or tap here to enter text.

1. You have the option to provide links to supplemental materials and/or submit other files (photos, maps, etc.) that support your application. If submitting other files, please include them as separate PDF attachments to the same email that includes your application, and list each file name and a brief description in the space below, e.g., “*Kiosk.PDF – picture of a display that will serve as a model for our project*” or “*Site locations.PDF – property map with locations of proposed rain garden sites*.”

Provide links to supplemental materials and/or list file names of other email attachments that will accompany your application in the space below.

Click or tap here to enter text.

You’re done! Please double check that your application includes information for every numbered item above, except those marked optional. Email your application and any supplemental files noted in item #16 to [jh.yorkriver@gmail.com](mailto:jh.yorkriver@gmail.com). **Applications must be received by 5:00 p.m. on April 16, 2025.** You will receive a confirmation email after your application is received.

Direct questions to Jennifer Hunter: [jh.yorkriver@gmail.com](mailto:jh.yorkriver@gmail.com) or 207-641-9122.