



# Key Peninsula-Gig Harbor-Islands Watershed Lu Winsor Memorial Environmental Grant Application

The deadline for grant submission is **4/30/2024**, postmarked, by email or online submittal.

If a grant is awarded, you will be asked to submit a report at the end of your project and give a presentation to the KGI Watershed Council the following year. *Incomplete applications and applications received after the submission deadline will not be considered.*

## Guidelines:

- Applicants should perform their own research to determine whether the Lu Winsor Memorial Environmental Grant is applicable to your proposed project or program and is within the geographic area and field of interest served.
- Please do not submit handwritten proposals.
- Answer each question fully within the space allowed.
- Do not include any materials other than those specifically requested.
- Funded projects must be completed by June 1 of the following year.
- Please direct any questions to us by email at [LuWinsor@gigharborfoundation.org](mailto:LuWinsor@gigharborfoundation.org) or by calling us at (253) 514-6338, ext. 103
- Submit your application **no later than April 30, 2024**. Applications may be submitted as follows:
  - By email: [LuWinsor@gigharborfoundation.org](mailto:LuWinsor@gigharborfoundation.org)
  - By mail:  
C/O: Greater Gig Harbor Foundation  
Lu Winsor Memorial Environmental Grant Program  
7191 Wagner Way, Suite 102  
Gig Harbor, WA 98335

## CHECKLIST

The application consists of the following components, which should be submitted in the order listed below. This checklist is provided to help ensure a complete proposal. It does not need to be submitted with your proposal.

- Section I: Grant Application Cover Sheet & Project Overview**
- Section II: Project Budget**
- Section III: Evaluation Criteria**
- Page Limit:** Please confine your application to the space and/or word limits provided in the application.
- As applicable, provide a letter of support from each collaborating organization explaining their role.

## SECTION I. Grant Application Cover Sheet

<b>Applicant Name:</b>		<b>Application Date</b>	
<b>Organization's Name:</b>		<b>EIN #:</b>	
<b>Address:</b>			
<b>City:</b>		<b>State:</b>	
		<b>ZIP:</b>	
<b>Telephone #:</b>		<b>Alt. Telephone #:</b>	
<b>Email Address:</b>		<b>Website:</b>	
<b>Main contact for this proposal (if diff. from above):</b>	(Include prefix and title, as appropriate.)	<b>Phone #:</b>	
		<b>Email address:</b>	
<b>IRS designation (e.g., 501(c)(3), 501(c)(9), etc.)</b>	(Attach a copy of the IRS Letter of Determination.)		
<b>If not a 501(c)(3) nonprofit, who is the fiscal agent?</b>			

### Project Overview

<b>Project Name:</b>			
<b>Will project be located in or benefit residents of the KGI Watershed?</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No.	<i>If no, your project is not eligible for funding through this program.</i>
<b>Proposal Summary:</b> In 50 words or less summarize the purpose of your request. Abstracts will be used in funding publications.			
<b>Project Description:</b> In the space provided, please provide a brief description of the specific activities the grant will fund, the need your project will address, and expected outcomes.			

## SECTION II: Project Budget

Project Start/Complete Dates:	/ / through / /	Amount requested: (\$3,000 maximum)	\$
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**Budget Detail:** Using the framework below, please provide a breakdown for project related revenues and expenses.

Revenue/Support	Amount (\$)	Expenses	Amount (\$)
Contributions	_____	Equipment (items, per item cost, quantity)	_____
Special Events	_____		
Other Revenue/Support	_____		
Government Grants (list below)	_____		
Lu Winsor Grant (if funded)	_____		
	_____		
	_____	Materials (items, per item cost, quantity)	_____
Private Grants (list below)	_____		
	_____		
	_____		
	_____	Rentals (items, cost, length of time below)	_____
Program/Participation Fees	_____		
	_____		
	_____	Transportation	_____
	_____	Facility Costs	_____
Miscellaneous (list below)	_____	Labor (list positions below)	_____
	_____		
	_____		
	_____		
	_____	Miscellaneous (itemize below)	_____
	_____		
	_____		
	_____		
<b>Total project support:</b>	\$	<b>Total project expenses:</b>	\$

**Budget Narrative:** Please explain the budget detail above, providing clarification on how grant funds will be used to cover project related costs.

Organizational annual budget:	\$	Project's percent of annual budget	%
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In the case that your project is not fully funded, would you accept a lower amount?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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### SECTION III: Evaluation Criteria:

The following questions directly reflect the criteria that will be used to evaluate proposed projects. Please answer the questions below with enough detail for reviewers to accurately score your proposal. Successful grant applications will be consistent with the Key Peninsula-Gig Harbor-Islands Watershed Action Plan and/or KGI Watershed Council Action Agenda. These documents can be found online at: [www.piercecountywa.org/kgi](http://www.piercecountywa.org/kgi). Hard copies may also be requested.

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1. How well does the project protect or restore water quality, habitat, or other natural resources? (500 characters)
2. Will the project result in new or additional information about the watershed? If yes, please explain. (500 characters)
3. How does the project promote environmental education, awareness and/or stewardship? (500 characters)
4. How does the project encourage the conservation of energy, water or other natural resources? (500 characters)
5. How does the project engage the community in activities to protect natural resources and/or connect conservation experiences to environmental health and quality of life? (500 characters)
6. What are the anticipated short- and long-term measurable outcomes that will be achieved by this project? (500 characters)

7. Are there other project partners? If yes, please identify them and briefly explain their role(s) in the project. (500 characters)

8. How will the project leverage other funds or resources? (500 characters)

Agreement

*I certify, to the best of my knowledge, that all information included in this proposal is correct. The tax-exempt status of this organization is still in effect (if/as applicable). If a grant is awarded, the proceeds of that grant will not be distributed or used to benefit any organization or individual supporting or engaged in unlawful activities.*

Applicant Signature and Title of Authorized Representative (e.g. Executive Director)

Date

Printed Name

For Office Use Only		
Approval Signature	Grant Amount \$	Date
Comments		

Sponsored by:

