
APPLICATION PACKAGE

APPLICANT FORM

Form must be typed using Time Roman 12 point font. Hand-written applications **will not be accepted**

Name of Organization Submitting Application	
Contact Information <ul style="list-style-type: none">• Contact person• Address• Phone number• Email	
Contact Information of Grant Administrator (if different from above) <ul style="list-style-type: none">• Contact person• Address• Phone number• Email	
Project Name	
Project Description (max. 500 words)	

Rationale for Project (max 250 words)

- Outline why this project should be funded, i.e. what will this project contribute to improving storm water management in Greenville?

Public-Private Partnerships (max. 250 words)

- Describe the partnership(s) and how they will contribute to the project

Partners or Groups Involved (max. 250 words)

- Describe the group(s) and how they will be involved in the project

<p>Risks and Responses</p> <ul style="list-style-type: none">• List any possible risks that may hinder the successful implementation of the project and note how these risks may be overcome <p>For example: --Risk: resistance from school group to take on new project. --Response: hold two informational meetings to present project; generate one page overview for students to take home to parents.</p>	
<p>Implementation Timeline</p> <ul style="list-style-type: none">• List key dates	

Benchmarks (max. 500 words)

- Describe how the effect/impact of the project will be measured

Post-project <ul style="list-style-type: none">• Detail any anticipated work that will need to be done once the grant is completed e.g. if a wetland is put in place, what will be needed to keep this functioning over the next 5 years.	
Signature of organization Authorized Representative	
Date	

BUDGET FORM

If the line item is not relevant to your proposal simply leave the line blank.

Indicate in the *Group Match* column those areas where the group will contribute the required 25% match. This match may be in the form of material donations, volunteer hours or money but they must be represented as a monetary amount in the table below.

Indicate in the *Private Contribution* column those areas where the partnering organization will provide financial or in-kind support.

Budget Items		City of Greenville	Group Match	Private Contribution	Totals
Design					
	Financial contribution				
	In-kind contribution				
Survey					
	Financial contribution				
	In-kind contribution				
Education					
	Financial contribution				
	In-kind contribution				
Construction					
	Financial contribution				
	In-kind contribution				
Plantings					
	Financial contribution				
	In-kind contribution				
Printing					
	Financial contribution				
	In-kind contribution				

Monitoring				
	Financial contribution			
	In-kind contribution			
Land				
	Financial contribution			
	In-kind contribution			
Other (please itemize)				
	Financial contribution			
	In-kind contribution			
Administration				
	Financial contribution			
	In-kind contribution			
	Cash Sub-total			
	In-kind Sub-total			
Total	1	2		

Box 1 Total grant amount requested from the City of Greenville Environmental Advisory Commission \$ _____
CAN NOT EXCEED \$2,500

Box 2 Total match provided by applicant \$

Final Checklist

- ___ Application Form is completed, signed, and dated.
- ___ Budget Form is completed and attached.
- ___ Provided proof of location of proposing organization's project.
- ___ Letter of support is attached. (optional)

Send complete application packet to:

Ms. Amanda Braddy
Public Works Department - Engineering Division
1500 Beatty Street
Greenville, NC 27834

DEADLINE: MARCH 24, 2017