

CONNECTICUT BOTANICAL SOCIETY



Small Grants Application Form

NOTE: We want to make this application as simple as possible. You may be brief - you don't even need to use complete sentences - as long as you tell us what we need to know.

Applicant Name (organization or person): _____

Address (City, State, Zip Code): _____

Contact person (if applicant is an organization): _____

Email: _____

Telephone: _____

Are you, your organization, or a key individual in your organization a member of CBS? (If yes, list name; if no, enroll for \$15: <https://www.ct-botanical-society.org/membership/> Name: _____

Project Title: _____

Amount of Funding Requested: _____

Brief Description of Project: _____

_____ (You may attach one additional page if needed.)

How does this project meet our criteria for funding (*see page 3*)? _____

Project Location: Please provide name of property if there is one, and street address or other location aid (map, block, parcel etc.) _____

Visuals: Please attach property map(s) showing an aerial view, photographs relevant to the project criteria, and any other relevant data or materials that you might have. In the case of long documents, please provide excerpts or a summary rather than attaching the entire document. List attachments here:

Total cost of project: _____ **Expected time of project completion:** _____

Potential sources of additional funding (if needed): _____

Please attach a SIMPLE budget. You may use the attached (*page 5 of 5*) as an example.

Person Responsible for Project Completion (if different from the contact person):

Print Name /Title/ Phone / Email

Signature

Email this application and any attachments to: connecticutbotanicalsociety@gmail.com

CONNECTICUT BOTANICAL SOCIETY (CBS) CRITERIA FOR
SMALL GRANTS PROGRAM FUNDING - 2024

CBS land conservation grants will place priority on protection of rare/uncommon/native plants or natural communities or areas of high native diversity. To this end, CBS may consider high quality habitats that could support rare/uncommon native plants or high native diversity. CBS will only fund such projects where the conservation of the land is guaranteed by deed for perpetuity.

CBS grants will also consider grants for habitat improvement projects, with priority placed on projects with a good likelihood of long-term success.

CBS may consider grants that aid in creating habitat for imperiled native animals, including pollinators, consistent with the first priority.

CBS may consider need/urgency, prioritizing parcels that might be lost if they don't receive immediate support.

CBS may consider projects that support environmental justice, including protecting open space in low-income and urban communities.

CBS may consider funding a botanist/ecologist for a plant inventory to aid management of properties acquired via CBS grants.

CBS may also consider assistance with fund-raising expenses for projects that meet the above criteria and may help land trusts/organizations free of charge in fundraising with activities such as providing high quality plant photos and information, leading walks, etc.

CBS will deprioritize land conservation grants that exist for the simple purpose of expanding open space or including recreational space, when said space is not botanically distinctive (e.g., to link two parts of a hiking trail, or to provide access to another parcel which is either botanically undistinctive or degraded).

CBS will only fund projects that take place in Connecticut.

See below for application procedures.

CONNECTICUT BOTANICAL SOCIETY SMALL GRANTS PROGRAM
APPLICATION PROCEDURES - 2024

1. Applications will be accepted once yearly due by the third Monday in April. Exceptions may be made for situations where timing is critical. We may ask to visit the site and expect that our request can be accommodated promptly. We will make every effort to notify you within ten weeks. In some situations, an application may be postponed if we feel a need to visit the site later in the growing season.
2. There is no set minimum or maximum award, but awards will generally range from \$1,000 to \$5,000.00.
3. To be considered, grant proposals need to meet one or more of the criteria listed above: Connecticut Botanical Society Criteria for Small Grants Funding. CBS will give preference to new applications that meet the above criteria. Previous grantees may inquire as to the advisability of applying.
4. From grant awardees, we ask for a SIMPLE progress report after six months (one paragraph will suffice), followed by a final report upon completion of the project. Failure to submit reports will disqualify applicants from submitting future applications. It is assumed that no activities will take place that will violate the intent of our grant. In such a case, we may ask for a return of funds.
5. Projects, or aspects of projects funded under this program, should be able to be completed within one year of the awarding of the grant. If you expect your project to take more than one year following receipt of a grant, please explain why more time is needed.
6. An applicant or key individual in an applicant's organization must be a member of CBS to apply. A membership application may be found here. <https://www.ct-botanical-society.org/membership/>
7. CBS must be credited in any publicity resulting from any initiative funded either wholly or in part with funds from CBS.
8. All decisions will be made at the sole discretion of CBS and will be final.

QUESTIONS? Email us at connecticutbotanicalsociety@gmail.com

EXAMPLE BUDGETS

Simple Budget: Please provide a simple budget for your proposed project, including major categories of costs, total estimated project cost, and total amount requested from CBS. The examples below are intended to show the approximate level of detail we are looking for. You may choose to comment on additional sources of funding, places where project costs are flexible, or other information that may be relevant to the budget.

Category	Items	Cost
Parcel Acquisition	Rare Plant Preserve- Purchase price	\$125,000
Fees	Escrow agents, title insurance, transfer tax, property tax, recording fees, attorneys' fees, etc	\$10,000
<i>Total Project Cost</i>		<i>\$135,000</i>
<i>Amount Requested from CBS</i>		<i>\$2,000</i>

Comments: We have secured \$98,000 in funding for the project so far from private donors and the Local Town Community Foundation.

Example 2: Land Stewardship Project

Category	Items	Cost
Ecological Assessment	Site assessment, mapping, and management plan by a botanical consultant	\$1,100
Materials	Brush saw, fencing, flagging, signage	\$500
Labor	Reroute trail, fence off sensitive area, cut back competing veg, post signage	\$0-500
<i>Total Project Cost</i>		<i>\$1,600-\$2,100</i>
<i>Amount Requested from CBS</i>		<i>\$2,100</i>

Comments: We would like to hire a student who is majoring in plant sciences, ecology, natural resources, or a related field to complete the labor associated with this project, in keeping with our organization's mission of supporting an up-and-coming generation of conservationists. However, we expect to be able to complete the desired management activities using volunteer labor if funding for a student worker is unavailable.