

West Michigan Trails & Greenways

Coalition

P.O. Box 325 - Comstock Park, MI 49321

Tel: 616-485-7805

director@wmtrails.org

Grant Application & Guidelines APPLICATION COVER SHEET

I/We, wish to apply to West Michigan Trails & Greenways Coalition (WMTGC) for a grant for the purpose of:

1: Helping to fund trail/trail-connector construction

2: Trail Safety/Signage

3: Other:

Trail Name:

Project Description:

Primary Contact:

Email:

Telephone:

Mailing Address:

Mobile:

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Grant Application & Guidelines

Anyone wishing to apply for a funding grant from West Michigan Trails & Greenways Coalition (WMTGC) for trail-related projects should review these guidelines:

1. Complete an "Application Cover Sheet" & submit it with application.
2. Submit a separate letter of application/inquiry, along with the application. It should be brief yet detailed, and clearly outline your request. This letter will be reviewed by the Board of Directors.
3. Include the names of other agencies to which you have applied, the amount of each application, and the status of each application (i.e., "approved," "denied," "pending," etc).
4. Include a detailed budget, breaking down costs & construction phases.
5. Include plans for other fundraising opportunities/avenues.
6. Include documents indicating secured match requirements.
7. State the intended specific use of funds requested.
8. Include project budget, photos, maps, etc.
9. Include plans for how WMTGC will be recognized on the trail (i.e. park bench, signage, engraved brick, etc.)

Grant Funds from WMTGC, if approved, are granted on a 1:1 match condition, with matching funds to be from locally-raised money, in-kind matches, secured pledges, and other funding avenues. Matches for the full amount requested must be secured *prior to* the distribution of any approved funds from WMTGC. Grant Funds may not be matched by government funds (i.e., MDOT/DNR, etc.). Funds are not granted for engineering, maintenance, funding campaigns & other ancillary items.

Grant Funds Available: Funding requests to WMTGC should be made for amounts of no more than \$50,000. Any applicant may have only one (1) open grant account at a time. Funding requests have increased considerably in recent years, and WMTGC works diligently to remain good stewards of available funds. Applications are scrutinized for detail, feasibility, and purpose, with no large grant sum issued to any one trail project. The grant application is available from November 1-December 31, 2014. Grants will be awarded by March 1, 2015.

Grant requests are reviewed on basis of potential, partnering, connectivity, and need.

Grant Report: A final grant report will be required within 90 days of project completion. Please include photos and a narrative regarding successes and challenges surrounding the project.

Please submit application (including all supporting materials) via email to director@wmtrails.org

Please contact Kati Santee, Executive Director, with any further question.
616-485-7805, director@wmtrails.org