

Instructions for Completing Conservation District Environmental Grant Application

Conservation districts are the only designated applicants for Environmental Grants. Please enter the required information for your district in the spaces provided. For GPS coordinate, please enter the coordinate of the proposed project. If the project is county-wide, then you may enter the GPS coordinate of your office. Please enter in decimal degrees, to six (6) decimal digits. This coordinate may be easily obtained by simply zooming in on Google Maps to the location, and clicking on the point desired.

Enter the Hydrologic Unit Code (HUC) for the location at which the practice will be installed. If the practice will be county-wide, simply enter the most predominant HUC within the county. To find local HUC's, visit <https://eppegis.ky.gov/watershed/>. On this map, simply zoom to the desired location and click on that location. A pop-up box will appear with HUC's listed. If a project is at a specific location, then the 14-digit HUC is the most specific option. If it is a county-wide application, then a broader scale 6 or 8-digit HUC is sufficient. Office technical staff may also assist with documenting HUC's.

For the question "Does applicant have water quality monitoring data to demonstrate need for this practice?" check the appropriate yes or no box. If water quality monitoring data is available to support the need of this practice, please attach to application.

The applicant shall list potential pollutants that this practice will address. Examples of potential pollutants: sediment, organic manure, inorganic fertilizers, etc. If more space is needed, you may provide in an attachment.

Simply check the corresponding common practices that the applicant is requesting. If this is a unique project that is not listed, simply select "other" and describe in the space provided.

After checking the appropriate boxes, provide a detailed description of the practice and how it will benefit the local community.

If it is a request for unique practices to solve local issues or to comply with Ag Water Quality Plans, then a more detailed explanation is in order. If it is a practice from another program and not currently offered through Kentucky State Cost Share, then attach a copy of the specifications for that practice.

If it is a community educational event, the summary should include targeted audience, material development, time schedules, etc. In addition, one or more of the following educational components should be covered: water pollution/prevention, fallen animal composting, animal waste management, soil erosion, conservation planning, pesticide storage and disposal, nutrient loading/management.

Complete, in detail, the attached budget template on how the funds will be utilized within this project, including the required 25% match. This budget summary is *for this project only* (not your entire annual district budget). An example of this budget is located at the conclusion of this section.

The following items are ineligible for environmental grant funds: equipment, food, prize money, vegetable seeds, pesticides, and local cost share programs that are already available through state cost share.

All information/documentation requested on the application and outlined in these instructions shall be completed or the application may not be considered for funding.

Environmental grant funds must be expended within two years. If a conservation district still has funds remaining after two years, they may be ineligible for the next round of funding.

Completed applications shall be submitted to the Kentucky Division of Conservation before announced annual deadlines. The applications should be submitted electronically to the Division at conservation@ky.gov. Please include in the *subject line* of the email that it is an Environmental Grant application.

Conservation District Environmental Grant Application

The purpose of this program is to reduce agricultural non-point source pollution of surface or groundwater. This program exists to be able to address specific, local environmental issues with which the local conservation district is able to assist. This program is intended for creativity in solving local, unique environmental issues, to educate local citizens on conservation methods, and to utilize/demonstrate management practices to assist local operators to fulfill their Agricultural Water Quality Plans. The maximum funding amount for this grant is \$5,000.

Applicant Information:

Conservation District Application Date

Address City/Zip Code

Phone Contact Email GPS Coordinate

Enter the HUC in which practice will be located:

Does applicant have water quality monitoring data to demonstrate need for this practice? Yes No

*If yes, please attach a summary to this application.

Provide a list of pollutants that may be mitigated by this practice:

Is this application for:

- | | | | |
|---|--------------------------|---|--------------------------|
| Dead animal removal | <input type="checkbox"/> | Local cost share for practices identified in an AWQP, but not currently included in the state cost share manual | <input type="checkbox"/> |
| Purchase of tree seedlings | <input type="checkbox"/> | | |
| Soil and/or manure testing | <input type="checkbox"/> | Local cost share practice that is identified by this conservation district as a solution to a problem that is unique to their area. | <input type="checkbox"/> |
| The recycling and pick up of white goods or tires | <input type="checkbox"/> | | |
| Cost sharing septic system repairs | <input type="checkbox"/> | | |
| A community educational event | <input type="checkbox"/> | Other | <input type="checkbox"/> |
| Water Quality Testing | <input type="checkbox"/> | | |

Please provide a detailed description of the proposed activity in the space below. You may add additional pages if necessary. In addition, please complete the attached proposed budget template **for the project requested**, including the 25% match requirement.

Conservation District Board Chairman Signature: _____ Date: _____

ENVIRONMENTAL GRANT PROJECT BUDGET

Please complete each section below to reflect the budget proposal for your project. A sample budget is located in the instruction section of the Environmental Grant application.

Organization Name:

Name of Proposed Project:

EXPENSES

| Description | Amount |
|-------------|--------|
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |

MATCH

| Description | Amount |
|-------------|--------|
| | |
| | |
| | |
| | |
| | |

Total Project Cost

Total Funding Requested

ENVIRONMENTAL GRANT PROJECT BUDGET

This is an example, please use blank form in application

| | | |
|----------------------------------|----------------------------------|-----------------|
| Organization Name: | AAA County Conservation District | |
| Name of Proposed Project: | Example Project | |
| EXPENSES | | |
| Description | | Amount |
| Wages | | \$500 |
| Contractors | | \$4,000 |
| Supplies | | \$500 |
| | | |
| | | |
| | | |
| MATCH | | |
| Description | | Amount |
| Fiscal Court | | \$ <u>1,250</u> |
| | | |
| | | |
| | | |
| | | |
| Total Project Cost | | \$6,250 |
| | | |
| Total Funding Requested | | \$5,000 |