



The Mississippi Association of Conservation Districts
Endowment Fund
Matching Grant Program Guidelines

Application Deadline: October 1, 2019

MACD Endowment Fund Matching Grant Program Guidelines

The Mississippi Association of Conservation Districts Endowment Fund is sponsoring a Matching Grant Program. The purpose of the Grant Program is to assist the Districts with educational programs and increase public awareness of the District's role in conservation of our natural resources.

A total of four grants may be available for Soil & Water Conservation Districts. These district grants range from \$500.00 to \$2,500.00. The District is required to match a minimum of \$500.00 of the grant received. The grant amount will be at the discretion of the MACD Endowment Fund Committee.

For these competitive matching grants, in-kind services, with the exception of District employee time, will be accepted as a match. Matching funds may come from District funds; however, Districts are encouraged to find other sources for matching funds.

Projects submitted should aim at increasing awareness and knowledge of soil, water and other related sources. Some examples of fundable projects include:

- Tree Planting Programs
- Workshop or Training Sessions
- Conferences and Seminars
- Youth Programs
- Public Service Materials
- Volunteer Training
- Resource Directories
- Brochures and Workbooks
- Contests
- Exhibits, Videos, and Slide Shows
- Community Projects
- Field Days

Project proposals may include a combination of these listed activities.

MACD Endowment Fund Matching Grant Program Proposal Format

Written proposals should be complete and precise. The proposal should clearly state how the applicant intends to address a new and innovative educational program. Proposal should follow the outline below:

- I. **Application Form:** The first page of a proposal should be a fully completed application.
- II. **Project Title:** This should be precise and meaningful.
- III. **Brief Summary:** Describe the project for which you are seeking funding in one-half page or less.
- IV. **Goals and Objectives:** State the overall goal for undertaking this project even if the project plays only a minor role in achieving that goal. Clearly state the objectives of the project and describe how they relate to the overall goal.
- V. **Project Plan:** Applicant's detailed narrative of how the project will be accomplished. The narrative should include the following:
 - A. *Activities Planned.* Describe major activities and procedures. Include a timetable for accomplishing activities and for project completion.
 - B. *Partnerships Involved.* List groups or other organizations that will be involved in carrying out the project. If appropriate, describe the roles each will play, including training requirements for volunteers, if needed, and a description of how training will be accomplished.
 - C. *Administration and Staffing.* Identify key individuals who will be involved in project implementation and record keeping, and briefly describe their qualifications.
 - D. *Visibility and Impact.* Describe how the project will be used to increase public awareness of soil and water conservation, or otherwise increase the level of support for soil and water conservation programs.
- VI. **Project Budget:** Include a breakdown of project cost including the non-MACD, MACD and total project cost.
- VII. **Project Final Report:** Grantees will submit a **Final Report** to the MACD Endowment Committee by **December 1, 2020**. The report will include documentation and result(s) of the project. A final budget showing how the funds were spent must be included in the final report. If the final report and all invoices are not received by December 1, the grant funds will need to be refunded to MACD Endowment Fund.

Send Completed Application to:

**MACD Endowment Fund
Attn: District Grants
P.O. Box 23005
Jackson, MS 39225-3005**

*The Mississippi Association of Conservation Districts
Endowment Fund Matching Grant Program Application*

Name of District: _____

Complete Address: _____

Telephone Number: _____

Contact Person: _____

Project Title: _____

Project Timetable:

Starting Date: _____

Ending Date: _____

Project Cost:

(Before Dec. 1, 2020)

Grant Amount Requested: _____

(Amount available \$500 up to \$2,500)

Local Match Provided: _____

(Minimum \$500.00)

Total Project Cost: _____

Signature of District Chairperson

Date