

GrassRoots Conservation Grant Application Workbook

Information on GrassRoots Conservation Grants:

The mission of GrassRoots Conservation is to disseminate the conservation movement into small communities across America by encouraging the conservation efforts/projects of individuals. In order to apply, one must develop a detailed plan of a conservation project and complete this grant application workbook. They must then send the completed workbook and all additional supporting documentation to the GrassRoots Conservation committee. The GrassRoots Conservation Committee will review applications monthly and rank all applications. We will then inform each applicant of the amount of money they have received. GrassRoots Conservation retains the right to issue any amount of money to the applicant: more, less, or exactly what they initially requested. After being approved for a grant, you will be required to consistently update the GrassRoots Conservation organization on the status of your project and strictly adhere to the timeline you set for yourself in this workbook. If at any point you fall behind, you must report this to GrassRoots Conservation.

Throughout the whole project, GrassRoots Conservation expects thorough documentation, as you will be required to complete a post-project form, as well. If you are denied for a grant, you may reapply the following month. The committee will provide brief suggestions for project improvement in order to allow you to be approved the following month. If you are approved, but receive less money than you hope and therefore do not wish to continue with the project, you may decline to receive your grant. You may also tweak your project or reapply the following month with the hopes of receiving more money (you must decline the initial grant to do this, though).

Before issuing grants, GrassRoots Conservation will communicate with all approved applicants to make sure that they are still willing and able to complete their projects with the funds they were issued.

Instructions: Please complete this workbook completely and accurately. You will be asked to sign that all of the information is accurate at the end of the document. Please be as specific as possible.

Section 1: Personal Information:

Basic Information:

Full Name:	
Age:	
Date of Birth:	
Street Address:	
City:	
State:	
Zip Code:	

Contact Information:

Primary Phone Number:	
Home Phone Number:	
Primary Email:	
Secondary Contact Name:	
Secondary Contact Phone Number:	
Secondary Contact Email:	
Secondary Contact Address:	

Does your project have a specific beneficiary organization (are you working with/for another organization on this project)?

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Beneficiary Organization Contact Information:

Organization Full Name:	
Organization Main Phone Number:	
Organization Email:	

Organization Address:	
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Beneficiary Organization Representative Contact Information: (Please fill this out for the specific person you are in contact with at your beneficiary organization).

Representative Full Name:	
Representative Phone Number:	
Representative Email:	
Representative Address:	
Representative Title/Position:	

Please Rank the Options for How to Get a Grant:

Store Credit at Specified Location/Store	
Direct to Beneficiary Organization	
25% Before, 75% Reimbursement	
Full Reimbursement (100% Afterward)	
Direct Purchase of Materials for Pick-Up	

Additional Information:

Have you ever been convicted of a felony? If so, please list the offense.

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Have you ever been charged with any crime?

Have you ever been involved with any white-collar offense, fraud, etc.? Please provide details below. Do you have any additional criminal history?

Are you or have you ever been involved with a terrorist organization?

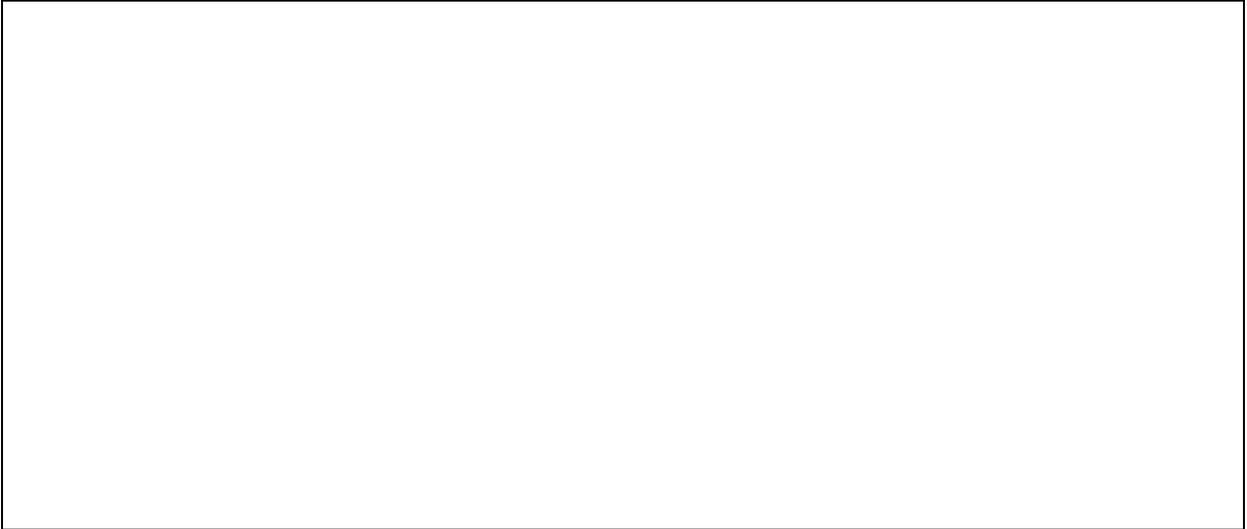
Please attach a copy of your credit score to the back of this document. This is required and GrassRoots Conservation will not disclose this information to anyone or any other entity.

Section 2: Project Purpose:
Briefly Explain your Project:

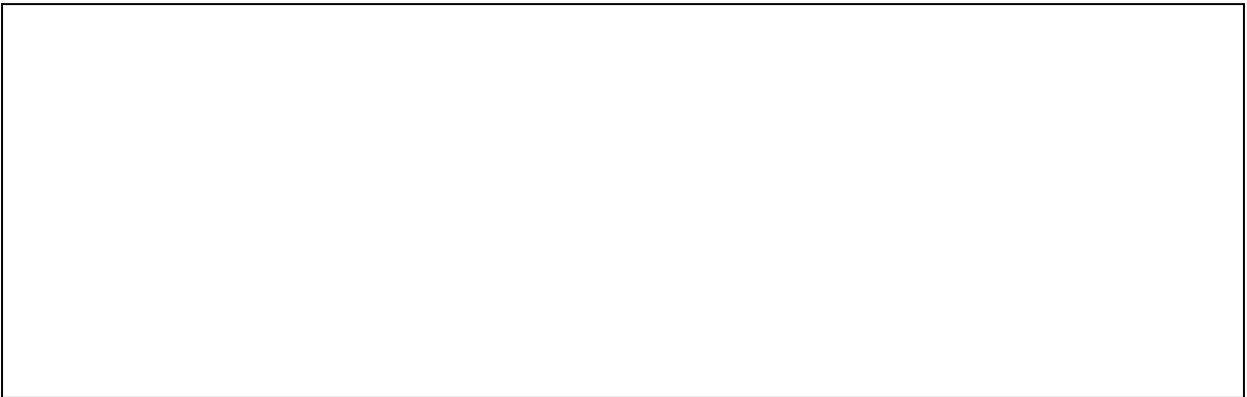
What conservation issue is your project designed to address?

How exactly will your project address this issue?

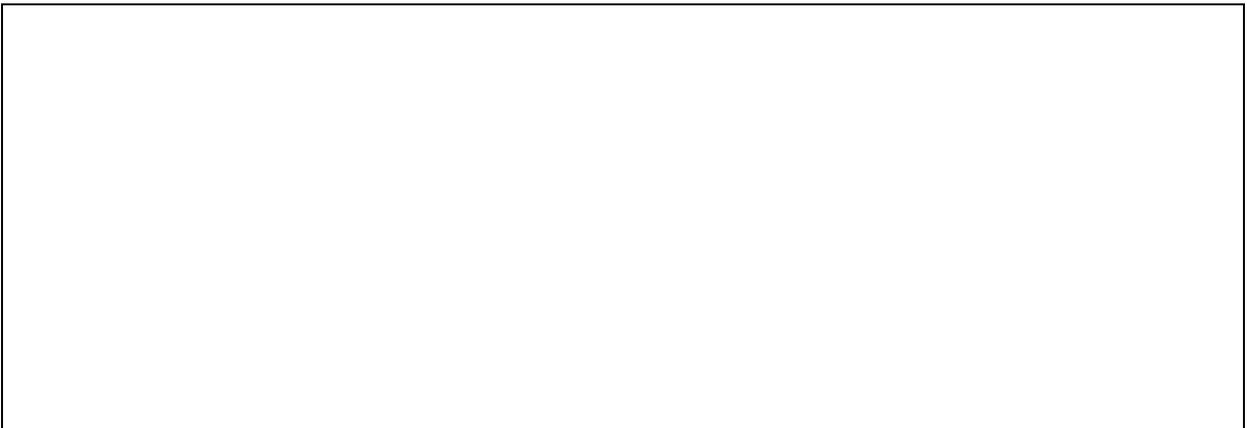
What benefits will your project create?



Will your project have any negative impacts?



Will your project serve to educate the community, as well? If so, how?



What inspired you to want to complete this project?

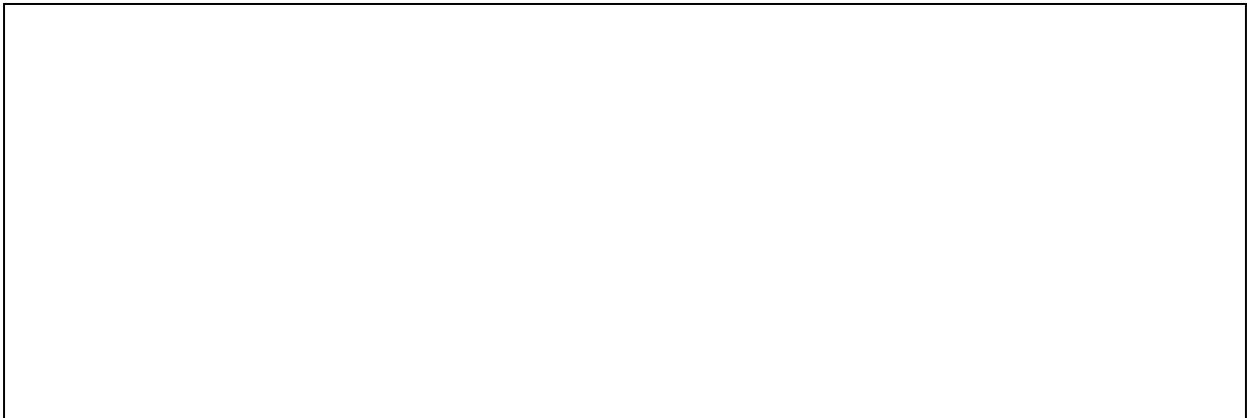
Section 3: Project Plan/Details:

Please list all of the steps of your project:

Give a detailed description of what exactly your project will entail (this is arguably the most important part of the whole workbook, so be very specific).



Do you plan on getting additional volunteers? How many? How do you plan on recruiting them?



How do you plan on getting all of the volunteers and materials to the worksite?

How long do you expect your project to take (in terms of man hours and overall time)?

Describe the setbacks/challenges you expect to face (what will be the hardest part)?

Describe any safety hazards of working on the project or in the area that the project will be done.

Why do you think your project is worthy of a grant?

Section 4: Project Materials/Resources:

Please list all of the materials you plan on needing to buy for the project, here. This list will determine the amount of money you decide to request.

Material Name	Quantity	Price/Unit	Total Price	Store/Location

Section 6: Beneficiary Organization Comments:

This field must be filled out by any representative of the beneficiary organization and is meant to provide the committee further insight into the importance of projects.

Section 7: Additional Comments/Supporting Documentation:

Please put all additional comments that may help the committee make a decision in this field.

Please attach all additional supporting documentation to the back of this workbook. This may include any surveys, experiments, educational programs, you have devised or created around your project. You may also attach documentation regarding previous experiences you have had with conservation or managing projects.

Section 8: Safety Regulations:

All projects endorsed by GrassRoots Conservation must be carried out in a safe and appropriate way. GrassRoots Conservation cannot be held accountable for any issues regarding the project, including injury, death, or even the failure of the project to address any issue. GrassRoots Conservation recommends that all projects follow the worksite safety and health regulations set forth by the U.S. Department of Labor.

Section 10: Review/Signatures:

Please specify the size of the grant you are applying for here:

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I, _____, acknowledge that I must only use any funds received for the conservation project identified above. If I need to make any changes to the project, I will notify GrassRoots Conservation, and I will document all project activities, including service man hours. I will complete the post-project completion form for GrassRoots Conservation, as well, and recognize that it is the right of GrassRoots Conservation to revoke funds at any point or ask them to be returned. If I do not use all money I receive from GrassRoots Conservation for proper use in the above conservation project, I realize that I am subject to retaliation.

Finally, I realize that GrassRoots Conservation cannot and will not be held accountable for any incidents while working on any conservation projects and cannot be held accountable for a faulty project in the end. I will not and cannot sue GrassRoots Conservation for any reason, whatsoever.

Applicant Signature:

Signed: _____ Date: _____

Beneficiary Organization Signature (If a beneficiary organization is relevant):

We, _____, acknowledge that GrassRoots Conservation cannot and will not be held accountable for any incidents while working on the project and cannot be held accountable for any actions of the approved applicant who will be working on a project. We will not and cannot sue GrassRoots Conservation for any reason, whatsoever.

Beneficiary Representative Signature:

Signed: _____ Date: _____

Section 11: Comments by the GrassRoots Conservation Committee:

Here are the committee's comments after reviewal of your Project.

Project Status:

Amount of Money Issued:

Suggestions for Improvement:

Additional Comments: