



Grant Program Guidelines

The Morro Bay National Estuary Program seeks to protect and restore the physical, biological, economic, and recreational values of the Morro Bay Estuary and its watershed. The grants program was created to support community restoration, education and outreach projects, which help implement Action Plans targeted in the Estuary Program's Comprehensive Conservation and Management Plan* (CCMP) within the estuary and its watershed.

Applicants are encouraged to speak with Estuary Program staff before submitting an application.

Program at a Glance

Deadline: All grant applications are accepted biannually in September and March.

Categories: Implementation Grant or Education and Outreach Mini-Grants

Eligibility: Individuals, agencies, nonprofit and for-profit organizations can apply to the program.

Focus area: Projects must improve conditions in the Morro Bay estuary and/or its watershed by implementing CCMP Action Items.

Grant Period: One year from award date unless otherwise agreed upon.

The Grants Program:

Grants provide for and promote community restoration efforts, as well as environmental education, awareness, community involvement and stewardship. The grants program helps MBNEP foster creative partnerships among community groups and broadens our ability to connect with as many people as possible in preserving our unique habitats and rich cultural heritage.

Deadlines:

Deadlines for proposal submittals are the first Friday in March and September at 4 pm.

Deadline extensions can be approved on a limited basis at the sole discretion of the grant manager(s).

Prior approval required *in advance* of the grant deadline.

Awarded applications will be notified in approximately 10 weeks, with funds usually available approximately 12 weeks from the submittal deadline.

Proposal Categories:

Implementation Grants: These projects implement, in whole or in part, CCMP Action Plans that are not specifically aimed at public education and outreach. *Grant request amounts are variable. Please consult with Estuary Program staff for limitations.* Staff contact: Jon Hall · jhall@mbnep.org or 805/772-3834 x12

Education and Outreach Mini-Grants: These projects seek to increase public awareness of the estuary and its watershed as an important natural resource, illustrate how the public can help improve the health of the estuary, and/or motivate people to participate in efforts to improve the estuary. *Grants requests cannot exceed \$5,000.* Staff contact: Shari Sullivan · ssullivan@mbnep.org or 805/772-3834 x13

Geographic Focus:

Projects must improve conditions within the Morro Bay estuary and its watershed.

Application Eligibility Requirements:

Proposals are welcome from individuals, organizations, and government agencies in the Morro Bay watershed, including the following:

- (1) nonprofit organizations (*i.e.*, either 501(c)(3) or 501(c)(4) Internal Revenue Service status);
- (2) governmental or public agencies within the Morro Bay watershed (*i.e.*, environmental commissions, planning boards, public works, parks, *etc.*);
- (3) private businesses and professional organizations whose activities affect the Morro Bay estuary and watershed; and
- (4) educators in the Morro Bay watershed with projects that can serve as models for others.
- (5) Previously awarded applicants are not eligible to apply for new grants before completing open grants

Selection Process:

Proposals will initially be evaluated by the Estuary Program staff. Completed applications that sufficiently meet guidelines will be reviewed by one of two working groups; the Technical Working Group or the Education and Outreach Working Group. Selected proposals will then be reviewed by the Implementation Committee (IC) . Those receiving recommendation by the IC will be voted on by the Executive Committee and the Bay Foundation when applicable.

Working groups and committees review applications on the following criteria:

- Project Goals and relevance to CCMP Action Plans & priorities
- Likelihood of success
- Urgency and timeliness
- Cost effectiveness
- Short term and long-term benefits

- Public support and impact
- Regulatory feasibility
- Link to other projects

Although matching funds are not required, proposals that have secured matching funds and/or in-kind donations denote a level of community support, which will be considered a strength in the grant review process.

Under certain circumstances, the Estuary Program and review committees may choose to provide partial funding for any individual proposal.

Forms and Reports:

Applicants are required to fill out the Estuary Program's grant application which is available on the organization website at www.mbnep.org or through the office.

Quarterly reports may be also be required, depending upon the scope of the grant award.

All grant recipients will be required to submit a final report upon completion of the project, as well as copies of all press clippings or other printed materials related to the project and a final product itself (i.e. brochures, videos, manuals), as per award contract. 10% of the grant award will be retained until all products of the grant project, including the final report, copies of press clippings, photos, etc, must be submitted to the Estuary Program office before final payment is made, unless otherwise authorized by the grant manager.

All projects, concepts, artwork, photos, videos, and other products of the grant projects may be reproduced by MBNEP at MBNEP's discretion. Materials may be used with no additional purchasing rights costs. All produced materials should also carry an approved Estuary Program logo and credit language as well as any additional language described in the grant contract.

For more information about the Morro Bay National Estuary Program, please visit the MBNEP website at www.mbnep.org or call 805/772-3834.

* The CCMP Executive Summary can be found online at www.mbnep.org/files/pdfs/execsum.pdf
Vol. 1 of the CCMP can be found online at www.mbnep.org/publications/#ccmp, Vol. 2 and 3 is available at the Estuary Program office.