



The Lakeshore Natural Resource Partnership, Inc.

LOCAL STEWARDSHIP PROGRAM
Supporting Solutions through Community

2011 LOCAL STEWARDSHIP PROGRAM INFORMATION, ELIGIBILITY AND APPLICATION

The Lakeshore Natural Resource Partnership, Inc. (LNRP) supports and facilitates local efforts to preserve or improve our natural resources. We promote wise stewardship of our ground and surface waters, forests, soils, wildlife and habitat by engaging citizens in education and action. We foster community partnerships, provide funding, promote discussion and support activities that advocate a balance between land use and natural resource conservation and protection.

OUR MAIN GOAL IS TO: Promote community solutions to problems affecting the overall health and welfare of the Lakeshore Basin ecosystem

LNRP operates in the *Lakeshore Basin*, a water-rich region that encompasses Kewaunee, Manitowoc and Door counties and the eastern part of Brown and Calumet counties, an area defined by the Niagara Escarpment.

PROJECT ELIGIBILITY

LNRP chooses Local Stewardship partners that are:



- ◆ Based in the Lakeshore Basin
- ◆ Not-for-profit and exempt from federal taxes under section 501(c)(3) of the Internal Revenue Code
- ◆ Organizations using a fiscal sponsor that is tax-exempt
- ◆ Grassroots group with limited funding sources

Projects range from \$500 to \$5,000 depending on the scope of the project and availability of funds. Organizations may apply for funding once each calendar year.

PROGRAM PRIORITIES

The Project focus for 2011 is Water Quality (Maximum Support Per Project: \$5,000)
Projects should work to improve the quality of drinking and surface water

LNRP gives preference to projects that:

- ◆ Promote partnerships and creative collaborations
- ◆ Foster a sense of pride and identification with watersheds in the basin
- ◆ Have the potential to leverage additional resources
- ◆ Demonstrate potential to be replicated elsewhere in the basin
- ◆ Advance creative ecological solutions or concepts
- ◆ Advance recommendations or best management practices of government or community agencies
- ◆ Protect unique natural areas, and
- ◆ Provide short-term benefits while maintaining a long-term ecosystem perspective

We are particularly interested in projects that address issues previously identified as the most pressing in the Lakeshore Basin:



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- ◆ Loss of riparian buffers and shoreline habitat
 - ◆ Inadequate identification and protection of wetlands and groundwater recharge areas
 - ◆ Inadequate or unbalanced land-use strategies
 - ◆ Habitat fragmentation and loss of biodiversity
 - ◆ Absence of stewardship ethic,
 - ◆ Contamination of drinking water

APPLICATION PROCESS

The application consists of a simple form, project narrative, support materials and budget

The LNRP application process is designed to be *interactive and supportive*

Applicants have the opportunity to work closely with a **Project Advisory Team** (PAT) to explore ways to improve their proposal and ensure a successful project. We will route your project to the appropriate PAT according to the specific basin issue you propose to address. The teams are comprised of four categories:

- **Water Resources Protection:** Projects that monitor or improve streams, rivers, lakes or wetlands.
- **Environmental Education and Outreach:** Projects that establish or improve communication and education about water quality issues for the general public, youth and stewardship programs.
- **Land-Use Protection and Habitat Restoration:** Projects that focus on improving land development decisions to restore or protect water quality.

APPLICATION DEADLINE

Applications must be postmarked by **September 1, 2011**.
Funding decisions will be made in **November 2011**.

APPLICATION INSTRUCTIONS

Create a concise, readable proposal and follow directions carefully. Type the narrative on plain white 8 ½" x 11" paper, 10 point or larger font, using the headings and the template outlined below. If acronyms are used, explain what they mean the first time they are used in the text. The application, including the project budget, should be **no longer than five (5) typed pages**.

Assemble the proposal in this order:

- 1) Application cover page
- 2) Project narrative
- 3) Support materials including 501(c)(3) documentation
- 4) Budget summary

Print or copy the proposal back-to-back and staple each set in the upper left-hand corner. Original may be submitted as a single sided document.



The Lakeshore Natural Resource Partnership, Inc.

LOCAL STEWARDSHIP PROGRAM
Supporting Solutions through Community

The original and 5 copies (6 sets total) of all application materials must be postmarked or hand-delivered no later than September 1, 2011. An electronic copy of the application is

requested but not required. Emailed copies of applications may be sent to projects@lnrp.org **and must abide by the September 1 deadline.** Applications only sent electronically, without a hard copy, will not be accepted.

Mail your application to:
LNRP Local Stewardship Program
P.O. Box 62
Sturgeon Bay, WI 54235.

All electronic files must include your **project name** and the **organizations name** as the file title and must be either Microsoft Word or PDF format.

COVER PAGE

GENERAL INFORMATION		
Administering Organization		Mailing Address Street, City, State, Zip
Project Director	Phone	Fax
Mailing Address (if different from above) Street, City, State, Zip		If different addresses send mail to: <input type="checkbox"/> Admin. Organization <input type="checkbox"/> Project Director
Email Address of Project Director		County (location of the project)
Project Request from LNRP \$	Matching Funds \$	Total Cost of Project \$
Please indicate which of the following LNRP basin issue areas your project addresses <input type="checkbox"/> Water Resources Protection <input type="checkbox"/> Environmental Education and Outreach <input type="checkbox"/> Land-use Protection and Habitat Restoration		
SPONSOR INFORMATION		
Is the applicant a 501(c)(3) organization Yes <input type="checkbox"/> No <input type="checkbox"/>		
<i>If <u>not</u>, you must list a qualified sponsor that will serve as your fiscal agent. Include a name, address and phone number for that organization here:</i>		



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LOCAL STEWARDSHIP PROGRAM
Supporting Solutions through Community

PROJECT ABSTRACT *limited to space provided*

CERTIFICATION			
<i>If this project is approved, the undersigned certifies that the organization will participate as indicated in the narrative</i>			
Project Director	Signature	Title	Date Signed
	➤		
Chief Executive Officer	Signature	Title	Date Signed
	➤		
Fiscal Sponsor (if applicable)	Signature	Title	Date Signed
	➤		

PROJECT NARRATIVE

Information about Applicant Organization:

- a. What is your organization's **mission**?
- b. When was it formed?
- c. What is the **annual budget** of your organization?
- d. What are your primary sources of funding?
- e. Please submit a list of your **Board of Directors**

Statement of Need

1. **Target Audience(s):** Describe the makeup and approximate number of people who will be served.
2. **Need and Evidence of Need:** Provide a precise statement of identified need(s). Provide evidence (e.g., observations, data, expert testimony) to demonstrate that a need for your project exists.
3. **Previous Effort:** Describe previous efforts, if any, to meet the stated need(s).
4. **Priorities Addressed:** a.) Explain how the stated need(s) relate(s) to one or more of the LNRP priorities. b.) Explain how the stated need(s) directly relate to the improvement of the quality of drinking and surface water.
5. **Project Goals, Objectives, and Activities** This section must include the:
 - Who (who will do it and who will benefit),
 - What (activities that will be undertaken),



The Lakeshore Natural Resource Partnership, Inc.

LOCAL STEWARDSHIP PROGRAM
Supporting Solutions through Community

- Where (facilities that will be utilized),
 - Why (goals, objectives),
 - How (the activity that will accomplish the goals and objectives),
 - When (A graphical timeline or completion dates for each activity described within the narrative.)
6. **Outcomes:** Describe the **tangible results or outcomes** you anticipate from the project and how they will be **measured**.
7. A goal of this project program is to inspire additional activities or projects after the LNRP funding has ended.
- a) Explain how project activities will be continued after funding has ended. What other activities or projects may result from this project?
 - b) Is this a project that could be **replicated** elsewhere in the Lakeshore Region? If so, explain how that would happen or how your results could be used by others.

PROJECT EVALUATION

Summarize how the entire project will be evaluated. Provide details of **how** you will **know** if you have reached your goals and objectives.

PROJECT BUDGET

Please provide a simple **project budget** using descriptive categories such as: *personnel, materials and supplies, printing, phone, training, postage and consultant fees*. Clearly identify which budget items you are requesting LNRP funds to cover. If there are match funds secured for this project, please identify the source and amount.

SUPPORT MATERIAL

Submit the following support materials with your application:

- 501(c)(3) documentation
- Letter of agreement from a fiscal sponsor (if applicable).
- Names, addresses, and phone numbers for all organizations collaborating on this project.
- Newspaper articles, letters of support or other credentials that you feel are essential to evaluate your project. Please limit these to **one page**.