|  |  |
| --- | --- |
| **1. Type of Project (check one):**  | 🞏 Coastal Wetland Protection and Habitat Restoration🞏 Nonpoint Source Pollution Control🞏 Coastal Resources and Community Planning🞏 Great Lakes Education🞏 Public Access and Historic Preservation |
| **2. Project Title (max. 15 words):**  |
| **3. Organization applying:**  | **5. Unique Entity Identifier (UEI):**  |
| **4. Contact Person and Organization’s Address:**  ***Nine-digit zip code required*****Phone:**  **Email:**  | **6. Primary County where project is located:** |
| **7. Other Counties where project is located:** |
| **8. Congressional District #:** |
| **9. State Senate District #:** |
| **10. State Assembly District #:** |
| **11. Total Project Cost: $** |
| **12. WCMP Share: $** | **14. WCMP Percent of Total Project Cost:** % |
| **13. Applicant Share: $** | **15. Applicant Percent of Total Project Cost:** % |

**16. Brief Summary of the Project** (300 word maximum) Consider completing this portion of the application last, to summarize your proposal.

a. Project Description (1-2 paragraphs)

|  |
| --- |
|  |

b. Project Tasks/Deliverables (title and 1-2 sentence description for each task/deliverable) The project should have at least one task. If there are

more than five tasks, please combine tasks if possible and/or provide additional detail in the Methodology section.

|  |  |
| --- | --- |
| **Task/Deliverable** | **Description** |
| 1. | 1.  |
| 2. | 2.  |
| 3. | 3. |
| 4. | 4. |
| 5.  | 5. |

*Example*

|  |  |
| --- | --- |
| ***Task/Deliverable*** | ***Description*** |
| *1. Report* | *1. A final report containing the findings and recommendations of the project will be completed and distributed to participants and local decision-makers.* |
| *2. Public Outreach* | *2. The organization will host at least five public meetings.* |
| *3. Website* | *3. A website will include information about public meetings. Any plans and reports will be published on the website.*  |
| *4.* | *4.* |
| *5.*  | *5.* |

**1. Background/context:** Concisely state the problem or issue that this proposal addresses. Include important background information.

|  |
| --- |
|  |

**2. Project Description:**

1. Describe the project for which funding is requested. Describe how the project will address the issue(s) outlined in the Background/Context section, above. Do NOT include information about tasks that are not part of the funding request.
2. Describe how this project is part of an integrated effort or approach.

|  |
| --- |
| a.b. |

**3. Impact on Coastal Resources:** Address all of the issues listed below as they relate to your project.

1. Describe the coastal impacts of the project. How will the project address a coastal problem, need or priority?
2. Describe the extent to which the project permanently addresses the problem or need. How will results of the project be sustained after the funding period ends? What will the long-term impacts of the project be?
3. Describe how this project addresses priorities identified in local, state, regional, or national plans (such as remedial action plans, basin plans, Lakewide Area Management Plans, State of Wisconsin Hazard Mitigation Plan, county Land and Water Conservation Plans, et cetera), the priorities of the Conference of Great Lakes and St. Lawrence Governors and Premiers, or the Great Lakes Regional Collaboration Strategy. For plan or ordinance updates, explain the need for the revisions. Updates to comprehensive plans must provide details on the activities or topics that would not be addressed without WCMP funding.
4. Describe the measurable results (give estimated benefits for all that apply) that you will be able to report. Use the suggested indicators listed below, or others that are appropriate to your project.

|  |  |
| --- | --- |
| **Type of Project** | **Suggested Indicators** |
| Wetland Protection and Habitat Restoration | * Acres of habitat restored or protected
 |
|  |
| Nonpoint Source Pollution Control  | * Reduction in tons of soil erosion/sedimentation
 |
| Great Lakes Education | * Number of people trained
 |
|  | * Projected audience
 |
| Coastal Resources and Community Planning | * Number of municipalities included in a plan
* Land area/coastline covered by the plan
* Type of coastal resource (e.g., habitat) protected
* Ordinances developed
 |
| Public Access and Historic Preservation | * Linear feet of coastline made accessible or acquired
 |
|  | * Acres Acquired
 |

|  |
| --- |
| a.b.c.d. |

**4. Methodology and Timetable**

1. Provide a timeline (list, table, or chart) with grant and match-funded tasks and major milestones.

**Your timeline may begin no earlier than July 1 (this includes activities that are to be counted as match funding) and end no later than December 30 of the following calendar year.**

1. Provide a list of tasks or deliverables. Describe how you will develop the work products and/or achieve tasks. “Measurable results” from Section 3d should be incorporated into this section.
2. Describe how the project will encourage public participation and how the final product(s) will be distributed (as appropriate). If the project requires public participation (by state or other regulations), does the project exceed minimum standards?
3. For Public Access projects, please describe how the project incorporates planning for changing lake levels.

|  |
| --- |
| a.b.c.d. |

**5. Project Budget**

1. **Use the separate Microsoft Excel document, *Budget Table,* to develop the budget** Fill out all of the tabs of the workbook. Transcribe (or copy and paste) the information into Table 1, below. Please contact WCMP staff with questions.
* Provide a breakdown of the proposed project budget in **Table 1**.
1. WCMP Grant projects with a total budget of $60,000 or less require a 50% match (that is, 1 to 1). Projects with a total budget larger than $60,000 require a 60% match (that is, 1 to 1.5).
2. Provide additional budget details. Include personnel names, fringe rates/benefits, calculations, equipment and supplies descriptions, travel details, indirect rate and calculation, and other items as needed.
3. Contractual costs must be itemized (if known) using Table 2.
4. Applicant may also provide further budget details using additional categories/sub-categories in Table 3 or in another format, if necessary.
5. For all tables, round to the nearest dollar.

Table 1: Budget (Required) ***PLEASE USE THE SEPARATE MICROSOFT EXCEL FILE TO FILL OUT THIS TABLE!***

|  |  |  |  |
| --- | --- | --- | --- |
| Activity (do not change categories) | WCMP Request  | Match | Total  |
| Personnel  | $0 | $0 | $0 |
| Fringe  | $0 | $0 | $0 |
| Equipment  | $0 | $0 | $0 |
| Travel | $0 | $0 | $0 |
| Supplies | $0 | $0 | $0 |
| Contractual | $0 | $0 | $0 |
| Other | $0 | $0 | $0 |
| Indirect Charges (requested indirect should not exceed 15% of total requested amount) | $0 | $0 | $0 |
| Indirect rate (%) (automatically calculated based on total indirect charges/total) |  |  |  |
| Total | $0 | $0 | $0 |

Budget description (Required) Use separate Microsoft Excel file. If not applicable, list as NA.

|  |  |
| --- | --- |
| Personnel names and salaries or hourly wages |  |
| Fringe rate(s) (percentage and included benefits)  |  |
| Consultant name(s) |  |
| Equipment (list items) |  |
| Indirect rate (percentage and description) |  |
| Travel details |  |
| Supplies (additional details needed if over $5,000 requested) |  |
| Other details |  |

Table 2: Contractual (Required if there is “Contractual” funding in Table 1)

|  |  |  |  |
| --- | --- | --- | --- |
| **Activity – Contractual Costs** | **WCMP Request**  |  **Match** | **Total**  |
| Personnel  | $ | $ | $ |
| Fringe Benefits |  |  |  |
| Equipment |  |  |  |
| Travel |  |  |  |
| Supplies |  |  |  |
| Contractual |  |  |  |
| Other |  |  |  |
| Indirect Charges *(requested indirect should not exceed 15% of total requested amount)* |  |  |  |
| **Totals** |  |  |  |
|  |  |  |  |

Table 3: Additional budget items (optional)

|  |  |  |  |
| --- | --- | --- | --- |
| **Activity**  | **WCMP Request**  |  **Match** | **Total**  |
|  | $ | $ | $ |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **Totals** |  |  |  |

**6. Match Budget Description and Leveraged Funds**

a. Describe the composition and source of the matching funds. Indicate whether nonfederal matching funds have been secured or committed. Are all funding and activities counted as match in direct support of the project?

b. Describe efforts to fully explore other grant funding sources, to establish the project’s need for WCMP funding.

c. Describe how the project will leverage additional funding, separate from the WCMP grant and match amounts.

d. Describe any past WCMP-projects that are directly related to this project, if applicable. (For example, if WCMP provided past funding for site planning at a proposed public access project.)

|  |
| --- |
| a.b.c.d. |

**7. Bonus objectives.** Address all of the issues listed below as they relate to your project.

1. Build partnership alliances with other organizations or agencies (describe their roles and contributions).
2. Develop exceptional marketing, outreach, or education strategies.
3. Encourage coast-wide projects or solutions.

|  |
| --- |
| a.b.c. |