

Background

The purpose of the Monterey Bay Friendly Garden Grant is to fund innovative projects designed to encourage public acceptance, desire for, and use of water-wise landscapes.

All projects that receive grant funding and complete their projects to Monterey Bay Friendly Landscape (MBFL) standards will be certified under that program and will receive a sign to display in their garden.

Who can Apply

This Grant Program is open to nonprofit organizations, schools, and public agencies within the Soquel Creek Water District.

An applicant may not receive more than one Grant per fiscal year.

Amount of Awards

Grant amounts of up to \$2 per square foot will be awarded, up to a maximum of \$10,000 for the whole project. The following are eligible for grant funds:

- landscaping materials (e.g., plants, irrigation piping, mulch)
- Professional services (e.g., landscape design, irrigation system installation, graphic design)
- Stormwater management (e.g., rainwater harvesting systems, rain gardens)

Submittal of Application

Applications will be accepted year-round until the allocated amount (\$10,000 per fiscal year) has been fully disbursed.

Please email completed applications to Roy Sikes at roys@soquelcreekwater.org or mail applications to:

Soquel Creek Water District
Attn: Conservation Department
P.O. Box 1550
Capitola, CA 95010

Review Criteria

To be considered for Grant funding, proposed projects must be in compliance with all federal, state, and local land use, regulatory, and permit requirements. If the project meets these requirements, it will be reviewed according to the following factors:

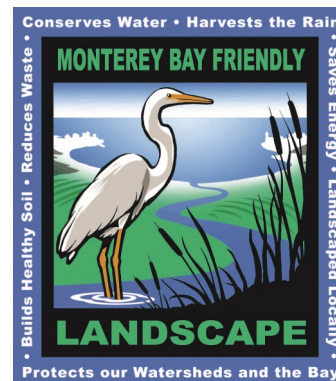
1. **Project Conception** - Proposal clear and comprehensible with a realistic timeline; project activities well defined and technically feasible. Objectives clearly stated, specific, realistic, and measurable.
2. **Impact and Education for Community** - Project utilizes water conservation measures and serves educational benefit to community through signage and demonstration of best management practices.
3. **Ongoing Benefit and Maintenance** - Organization has plan for long term structure support, and financial backing to maintain project.

Staff may contact the applicant for additional information or to clarify proposal content. Staff recommendations will be presented to the District's Board of Directors, who will grant final funding approval. There is no appeal process for proposals not approved for funding.

Grant applications take approximately 6 - 10 weeks to process depending upon when they are received.

For inquiries or clarification of this Grant Program, please contact:

Roy Sikes
(831) 475-8500
ext. 146



Proposal Content and Organization

A complete grant proposal must include all of the following forms and supporting documents to be eligible for consideration. Additional documents may be required at the request of the District.

Form A: Application Cover Page.

Attachment A1: Proof of federal non-profit status (if applicable)

Form B: Required Supplementary Materials

Attachment B1: Project Summary

Attachment B2: General Landscape Design (may be in draft form)

Attachment B3: Project Budget/Expenses

Form C: Indemnification Form

Form D: Funding Agreement and Approval

Final Report

Grant will only be awarded after completion of the project, which **must be completed within a year of Board acceptance**. To inform the District that the project has been completed, a final report (minimum of 1 paragraph) must be submitted which includes the following:

- When the project was finished
- How it is meeting its stated objective.
- How the completed project may differ from the proposal accepted by the Board.
- Photos of the completed work.
- Receipts for all materials, design, and labor

Final report with pictures may be submitted electronically to roys@soquelcreekwater.org. An inspector for the Monterey Bay Friendly Landscape program will inspect the project upon completion for official certification.

Grant Award

Upon receipt of final report, MBFL inspection, and signing of the Funding Agreement by applicant and District, the grant money will be disbursed. Deviation from the original landscape design may result in a change in the disbursement amount agreed upon in the original Board acceptance.

Funds awarded are public funds and any information submitted or generated is subject to public disclosure requirements.



Monterey Bay Friendly Garden Grant Requirements

All landscape projects eligible for the Grant should adhere to the Monterey Bay Friendly Landscape (MBFL) requirements and will be certified as a healthy and environmentally sound landscape. Benefits of certification include public recognition, educational signage and incentives.

Monterey Bay Friendly Landscape Checklist

1. Use Mulch and Compost to Create Healthy, Permeable Soil
2. Space Plants Appropriately and Practice Natural Pruning to Minimize Green Waste
3. Don't plant a pest! Remove Invasive Species
4. Grow Drought Tolerant and California Native Plants
5. Lose Your Non-Functional Lawn
6. Practice Weather-Based Irrigation Scheduling
7. Replace Spray Irrigation with Drip Irrigation
8. Remove Sprinklers near Sidewalks and Driveways
9. When It Rains... Slow it, Spread It, Sink It!
10. Use Ecological Landscape Maintenance Methods

See more details on the attached Monterey Bay Friendly Landscape Certification Requirements form or at www.green-gardener.org/standards

Please complete the following information:

Form A

Applicant Information

1. Name of Organization: _____
2. Type of Organization: Non-Profit* School Public Agency
3. Mailing Address: _____
4. City: _____ 5. Zip Code: _____
6. Organization Phone Number: _____
7. Contact Person: _____ 8. Phone Number: _____
9. Other Key Project Personnel: _____

* Please submit proof of federal non-profit status, as Attachment A1, if applicable.

Project Information

1. Project Name: _____
2. Project Address: _____
3. City: _____ 4. Zip Code: _____
5. Amount Requested: _____ 6. Total Project Budget: _____
7. Total Size of Project (in square feet): _____
8. Project Duration (start-up and completion dates): _____
9. Other Participating Agencies/Organizations: _____

Certification

I certify that the information in this proposal is true and accurate to the best of my knowledge and belief. I further certify that this grant application is submitted with the full knowledge and endorsement of the governing Board of this organization. Should we receive funding from the MBFL Garden Grant, we agree to comply with all reporting and monitoring requirements outlined in the program guidelines.

Signature: _____ Date: _____

Printed Name: _____

Grant Applicant: _____

Form B

Project Summary

Please attach separate page(s) which outlines the following as *Attachment B1*:

1. Organization Overview

- i. Briefly describe your organization, including its purpose and how it serves the community.

2. Project Description

- i. Describe the project for which funds are requested, including program design, relevant tasks and activities.
- ii. Indicate program goals and outcome objectives.
- iii. Describe how your project serves and educates the community.
- iv. Present your project timeline with anticipated starting and ending dates.

3. Project Evaluation

- i. Indicate how project success will be assessed.
- ii. Describe how the project will be maintained.

Landscape Design

Please attach separate page(s) of the following as *Attachment B2*:

1. Garden Location Map

- i. Indicate where on the property the project will be located.

2. General Landscape Design (hand-drawn and non-professional design accepted)

- i. Denote all areas of hardscape and functional turf and all planting zones with square footages.
- ii. Show irrigation system layout.
- iii. Show the location and capacity of rain collection features, including rain cisterns, bioswales, and rain gardens.

3. List of Plants, Shrubs, and Trees

- i. List plant, shrub and tree names and numbers used.
- ii. Indicate hydrozones for each plant type (very low, low, medium, and high water use).

Project Budget and Expenses

Please attach separate page(s) of the following as *Attachment B3*:

1. Project Budget

- i. List project budget and total funding request.

2. Project Expenses

- i. List project expenses and specify how requested funds will be used.



Grant Applicant: _____

Form C

Indemnification Form

In consideration for receiving the Monterey Bay Friendly Garden Grant, I (RECIPIENT) agree to the fullest extent permitted by law, to defend, indemnify, release, and forever discharge the SOQUEL CREEK WATER DISTRICT, its Directors, Officers, employees, or volunteers and hold them harmless for any and all actions, claims, expenses, damages to persons or property, penalties, obligation, or liabilities that may be asserted or claimed by any person, firm, entity, corporation, political subdivision, or other organization causes of action and liability arising out of or in connection with the above described consideration, whether there is concurrent, active or passive negligence on the part of the DISTRICT, its agents, employees, volunteers, Board of Directors or Officers.

By signing this agreement, I acknowledge that I have read its contents, understood its meaning, and I agree to each of its terms

Signature of Recipient: _____ Date: _____

Grant Applicant: _____

Form D

Funding Agreement

The purpose of the Monterey Bay Friendly Garden Grant program is to fund innovative projects designed to encourage public acceptance, desire for, and use of water-wise landscapes. Grant projects must focus on water conservation and increase individual and community involvement in water conservation efforts.

In consideration for receiving Monterey Bay Friendly Garden Grant funding, the Applicant agrees to the terms and conditions set forth in the Grant application. Applicant agrees that the project is in compliance with all federal, state and local land use, regulatory and permit requirements. Applicant agrees that the grant funds will not be used for: repayment of existing debt or preexisting tax liens or obligations; payment of organizational debt; legal fees; loan or bank fees; or subsidization of existing contracts. Applicant understands that deviation from the proposed landscape design may result in decreased grant award.

By signing this agreement, I acknowledge that I have read the terms and conditions of the Monterey Bay Friendly Garden Grant program, understood its meaning, and I agree to each of its terms.

Applicant Signature: _____

Applicant Printed Name: _____ Date: _____

Funding Approval — To be completed by District Staff

Upon approval of grant by the Soquel Creek Water District Board of Directors

1. Grant application: Approved Denied

2. Grant amount approved by Board: _____ Date: _____

Upon inspection by District Staff

Staff Reviewer: _____

3. The completed project meet the program requirements? Yes No

4. The completed project adheres to the landscape plan included in the application (in terms of square-footage and general plan)? Yes No

If no, the following adjustments were made.

Final Grant Amount: _____