



KMB APPLICATION GUIDELINES

Environmental Education, Community Initiatives and Clean Up Grants

General

The Maryland Environmental Trust has administered the Keep Maryland Beautiful Program as described in Natural Resources Article Section 3-210 of the Annotated Code of Maryland since 1967. The Keep Maryland Beautiful Program, in partnership with the Department of Housing and Community Development and Department of Transportation presents five grants: *Aileen Hughes Grants*, *Bill James Environmental Grants*, *Clean Up & Green Up Maryland Grants*, *Janice Hollman Grants*, and *the Margaret Rosch Jones Grants*. The Keep Maryland Beautiful Program awards funding to community, volunteer, youth or environmental groups and land trusts to support community-sponsored litter removal, beautification initiatives and community stewardship projects.

The goals of the Trust's conservation easement program also complement those of the Keep Maryland Beautiful Program. Each conservation easement negotiated with a private landowner restricts placing of billboards, advertising materials and prohibits dumping of trash. Considerable road frontage is protected by these restrictions, ensuring uncluttered scenic vistas for public benefit.

Applications

The application for **Environmental Education, Community Initiatives and Clean Up Grants** sets out criteria and eligibility requirements and is available online at Maryland Environmental Trust's website http://dnr.maryland.gov/met/Pages/grant_programs.aspx. Applicants are required to provide a **short summary (40 words or less)**, a **narrative (300-750 words)**, a **budget**, **sign the Grant Signature Agreement Form**, and **be in good standing with the state**. Photographs are strongly encouraged.

Applicants are also asked to describe how any long term maintenance or other sustainability needs of the project will be met to assure long-term viability and avoid creation of environmental issues from actions supported by the grants.

Timing

The application **deadline** for the FY19 round for all grant programs is **November 15, 2018**. Awards will be announced in the spring and **awardees will be notified** of their achievement no later than **March 20, 2019**.

Funding

Funding sources for Keep Maryland Beautiful Grant Program include the Maryland Department of Transportation, the Maryland Department of Housing and Community Development, and Maryland Environmental Trust's private funds.

Keep Maryland Beautiful Committees

1. *Aileen Hughes, Bill James, Janice Hollmann, and Margaret Rosch Jones Grants Committee* to advise and make recommendations on grant applications. The committee consists of Maryland Environmental Trust staff, Maryland Environmental Trust Board members and others as appointed. A representative of Department of Transportation is also appointed to the committee to fulfill requirements of the MOU.
2. *Clean Up & Green Up Maryland Grant Committee* to advise and make recommendations on grant applications. The committee will include Maryland Environmental Trust staff, Maryland Environmental Trust Board members and others as appointed. Representatives from Department of Housing and Community Development are also appointed to fulfill requirements of the MOU.

Grant of Award

Keep Maryland Beautiful Committee funding recommendations presented to Maryland Environmental Trust Board of Trustees.

Announcement & Grant Money

Keep Maryland Beautiful awards will be announced upon approval of Maryland Environmental Trust Board of Trustees, and it is anticipated that **money** shall be **distributed by March 30th, 2019**. The funding will appear as a direct deposit from the Department of Natural Resources or as a check.

Environmental Education, Community Initiatives and Clean Up Grants Overview

1. Bill James Grant

Bill James Environmental Grants **of up to \$1,000** are for proposed environmental education projects by school groups, science and ecology clubs, and other nonprofit youth groups.

Purpose:

To encourage groups to initiate projects to stimulate understanding of or reduce environmental problems and to encourage a sense of stewardship for the environment.

Objectives:

- To encourage a sense of stewardship and personal responsibility for the environment.
- To stimulate a better understanding of environmental issues and to aid in the elimination or reduction of a local environmental problem.
- To encourage education about growth management – protection of rural areas and sensitive resources and discouragement of sprawling development patterns.

Application Assessment

Keep Maryland Beautiful Committee members rank the applicants according to satisfaction of the criteria. The best application is ranked 1, the second best 2 and so on. Rankings also

include proposed grant funding levels. Photographs and supporting documentation, including a list of Board Officers and Members are encouraged.

Restrictions

- Not for acquisition or development. For new projects.
- There is no requirement for matching funding.

2. Clean Up & Green Up Maryland Grant

With funding from the Maryland Department of Housing and Community Development, the Clean Up & Green Up Maryland Grant awards grants **of up to \$5,000** for community-based leadership and volunteer-based activities to eliminate litter and implement beautification and greening initiatives.

Purpose

To encourage community groups and nonprofit organizations statewide to promote neighborhood cleanliness and beautification by increasing litter removal, greening activities, community education, and citizen stewardship.

Objectives

- To support the projects of community groups and nonprofit organizations that are actively engaged in improving the overall appearance of commercial districts and residential areas where people are living, working and visiting.
- To support beautification projects that have litter removal and prevention strategies as a primary focus of improving the community and/or neighborhood.
- To support community cleaning and greening activities that include but are not limited to creating and maintaining green space in downtown districts, establishing clean up teams and regular clean up events and beautification projects that improve the appearance of underutilized or vacant buildings.

Application Assessment

Keep Maryland Beautiful Committee members rank the applicants according to satisfaction of the criteria. The best application is ranked 1, the second best 2 and so on. Rankings also include proposed grant funding levels. Photographs and supporting documentation, including a list of Board Officers and Members are encouraged.

Restrictions

- Not for acquisition or development. Priority will be given to projects that target cleaning and beautification initiatives in existing communities and/or neighborhoods located within (in this order): DHCD's designated Sustainable Community Areas, Maryland's designated Priority Funding Areas and other areas that are identified as hotspots for negative behaviors such as littering and illegal dumping.
- There is no requirement for matching funding.

3. Margaret Rosch Jones Award

The Margaret Rosch Jones Award **of up to \$2,000** is for nonprofit groups or communities that show continuing plans for a project that has already demonstrated a basic understanding and resolution of an environmental issue.

Purpose

To recognize volunteer nonprofit groups or communities for demonstrated environmental education or environmental problem reduction efforts.

Objectives

- To encourage the ongoing work of groups that have been active in educating people in their community about at least one of these concerns: litter prevention, community beautification, and local or statewide environmental issue(s).
- To help local groups eliminate or reduce the causes of a local environmental problem rather than just address the symptoms.

Application Assessment

Keep Maryland Beautiful Committee members rank the applicants according to satisfaction of the criteria. The best application is ranked 1, the second best 2 and so on. Rankings also include proposed grant funding levels. Photographs and supporting documentation, including a list of Board Officers and Members are encouraged.

Restrictions

- Not for acquisition or development. Applicant must show accomplishments.
- There is no requirement for matching funding.

Reporting

Grant Period and Reporting:

The grant period is from March 30, 2019 to February 28, 2020.

Grant Receipt Forms must be signed and returned **within one month of receiving grant money, or no later than April 30th, 2019**. Forms may be emailed to kmb.dnr@maryland.gov. Be sure to put your organization's name in the subject line.

Final grant reports are due **within two months of the culmination of the project** or by February 28, 2020.

Reporting requirements include:

- a narrative;
- a budget;
- photos and/or a PowerPoint are appreciated.