



## GREENSPACE EQUITY PROGRAM Fiscal Year (FY) 2028 Application and Project Agreement

GREENSPACE EQUITY PROJECT # \_\_\_\_\_

DNR Use Only

**A. PROJECT INFORMATION:** Please fill out all sections of the form completely unless otherwise indicated.

Type of Project: (check one) ☐ Acquisition ☒ Development ☐ Combination

Project Name: Greenbow Community Garden

Street Address: 123 Mango Street

City/Town: Greenbow

County: Greenbow

Zip: 21089

County Tax Map: 23

Grid: 62

Parcel: 158

Lot: A

SDAT Account Identifier: 23-23523188

District-Subdivision-Account Number or Ward-Section-Block-Lot (as applicable)

MD Legislative District: 1

Click [here](#) to find the 2022 Legislative District (Number 1-47)

Confirm the project location is eligible for Greenspace Equity Program Funding:

[Click here for map to verify](#) (check one)

☐ Overburdened ☐ Underserved ☒ Both Overburdened and Underserved

☐ Adjacent Projects on a property located in a census tract that is adjacent to an overburdened or an underserved community may be eligible if the eligible applicant holds a conservation easement or owns the property in fee simple.

Project Period From: \_\_\_\_\_ Date of Letter of Acknowledgement (DNR Use Only)

To: 8/1/2028 Estimated Date of Completion

For Acquisition Project, Estimated Date of Closing: \_\_\_\_\_

For Development Project, Estimated Proposed Project Timeline:

a. Design Start Date (if applicable) 9/1/2027

b. Design End Date 11/1/2027

c. Construction Start Date 3/1/2028

d. Construction End Date 8/1/2028

**B. BUDGET DETAILS:**

**ACQUISITION** projects - fill in sections 1, 3, and 4. **DEVELOPMENT** projects - fill in sections 2, 3, and 4.  
**COMBINATION** projects - fill in all sections.

**1. ACQUISITION****a. Land Costs**

| Name of Appraiser<br>(At least two independent appraisals are required) | Date of Appraisal | Appraisal Amount | \$ per acre |
|-------------------------------------------------------------------------|-------------------|------------------|-------------|
|                                                                         |                   |                  |             |
|                                                                         |                   |                  |             |

The independent appraisals were performed by certified general real estate appraisers with qualifications consistent with industry standards and all applicable Local, State, and Federal statutes and regulations and the narrative reports meet Uniform Standards of Professional Appraisal Practice (USPAP).

Initial Here:

Is the appraisal value reasonable relative to the area? If not, please explain.

| Average of appraisals | Spread between appraisals (%) | Land Cost | Greenspace Equity Funds Requested |
|-----------------------|-------------------------------|-----------|-----------------------------------|
|                       |                               |           |                                   |

If the cost of the acquisition is not equal to the average of the two appraisals, please explain:

If the value of the high appraisal is more than 20% greater than the low appraisal, please explain.

**b. Incidental Costs** (associated due diligence costs, e.g., appraisals, surveys, title work, closing cost) – **Itemized**

| Item                                               | Cost | Greenspace Equity Funds Requested |
|----------------------------------------------------|------|-----------------------------------|
|                                                    |      |                                   |
|                                                    |      |                                   |
|                                                    |      |                                   |
|                                                    |      |                                   |
|                                                    |      |                                   |
| <b>Total Incidental Costs:</b>                     |      |                                   |
| <b>1. TOTAL ACQUISITION COST:</b> (sections a + b) |      | <b>\$0.00</b>                     |

Additional Narrative:

Match - Type (Cash, In-Kind, Donated), Source & Valuation:

**2. DEVELOPMENT:** Please be as detailed as possible.

Capital costs associated directly with project implementation, e.g., contractor, equipment, materials, signage. Project-specific in-house labor may be considered but must be clearly itemized.

| Item                              | Quantity | Cost                | Greenspace Equity Funds Requested |
|-----------------------------------|----------|---------------------|-----------------------------------|
| Contractual Design                | 1        | \$30,000            | \$30,000                          |
| Galvanized Beds                   | -        | -                   | -                                 |
| 17" tall raised bed               | 10       | \$309.95            | \$3,099.50                        |
| 26" tall raised bed               | 10       | \$359.95            | \$3,599.50                        |
| 32" tall raised bed               | 10       | \$419.95            | \$4,199.50                        |
| Clearing/grading/mulching         | 1        | \$30,000            | \$20,000                          |
| ADA accessible ramps              | 2        | \$5,000             | -                                 |
| Storage Sheds                     | 2        | \$10,000            | -                                 |
| <b>2. TOTAL DEVELOPMENT COST:</b> |          | <b>\$100,898.50</b> | <b>\$60,898.50</b>                |

Additional Narrative:

|                                                            |                                                                                                                                                                                                                                              |
|------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Match - Type (Cash, In-Kind, Donated), Source & Valuation: | The Town will be contributing \$10,000 towards construction and the local community has volunteered to construct and place 2 ADA accessible ramps. Storage sheds are being donated by the Community Garden Council for storage of equipment. |
|------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

### 3.a. ADMINISTRATIVE

Costs not included in any other category, such as general administration, operations overhead, supplies, consumables, community stipends. Explain the details and purpose in the Narrative box below. \*Note: administrative costs cannot exceed 3% of section 1 for Acquisitions and section 2 for Development Projects.

| Item                                                 | Quantity | Cost   | Greenspace Equity Funds Requested |
|------------------------------------------------------|----------|--------|-----------------------------------|
| Seeds – variety pack of herbs, fruits, and vegetable | 100      | \$1.30 | \$101.3                           |
| Hand tools and watering cans                         | 20       | \$44.5 | \$890                             |
| J. Doe – Grant Administrator                         | 40       | \$22   | \$880                             |

### 3.a. TOTAL ADMINISTRATIVE COST:

**\$1,871.30**

Additional Narrative:

Match - Type (Cash, In-Kind, Donated), Source & Valuation:

### 3.b. PROGRAM COMPLIANCE (only for monitoring easements - may be up to 1.5% of total requested Land + Incidental costs)

| Item | Quantity | Cost | Greenspace Equity Funds Requested |
|------|----------|------|-----------------------------------|
|      |          |      |                                   |
|      |          |      |                                   |

### 3.b. TOTAL PROGRAM COMPLIANCE COST:

**\$0.00**

Additional Narrative:

Match - Type (Cash, In-Kind, Donated), Source & Valuation:

### 4. TOTALS (Sum of 1-3) applicable to this agreement.

|                                                                            |                     |                                   |
|----------------------------------------------------------------------------|---------------------|-----------------------------------|
| <b>3% of \$62,769.80 is \$1,883.094 therefore the admin cost qualifies</b> | Total Project Cost  | Greenspace Equity Funds Requested |
| <b>4. TOTAL COSTS:</b>                                                     | <b>\$102,769.80</b> | <b>\$62,769.80</b>                |

**C. PROJECT DETAILS:** Please complete all questions. Applicant must provide a brief response (2-3 sentences max) that directly answers each question in the space provided. Additional narrative may be attached to provide further details but will not be accepted in lieu of answering the question (i.e., response cannot just be "See Attached").

#### 1. Project Description: Please summarize the proposed project. Attach a separate sheet to provide a further narrative of the project as needed.

The Greenbow Community Garden will consist of a 2-acre garden with 30 raised beds of different heights, storage sheds, ADA accessible ramps, and various amenities. The area will be graded and mulched to allow for the inclusion of people of all abilities to access the garden and use the garden beds.

#### 2. Describe how the project directly serves and benefits the overburdened and/or underserved communities. What other publicly accessible green spaces are available in the area?

Greenbow is a small town of 5 square miles and has 1 park but does not have a dedicated area where the community can come together garden. There are 5 apartment complexes within a 3-mile radius of the community garden that house about 5,000 residents who don't have access to any type of green space. Within the entire town there is 1 grocery store thus making access to fresh fruits and vegetable extremely limited.

#### 3. How will the project improve the conservation value of the land and/or provide conservation benefits to and directly benefit overburdened and/or underserved communities?

In a rapidly growing small town developers are looking for an opportunity to buy land and develop more low-rise high-density housing. The hope is to develop this green space into an area of respite, community, and to provide access to green space for our diverse residents to be able to grow foods from their places of origin.

- 4. Public Access:** Describe the site, location, and socioeconomics of the communities that will have access to this property. What will you do to promote general public access for this project? Note any restrictions or limitations.

The median age of the residents in this town is roughly 31.5 years with about 28% being foreign-born, 49% are Hispanic/Latino, 11% are Black or African American, and 23% identify being of 2 or more races. There tends to be a language barrier for many of our residents therefore, we will go beyond our Town Hall meetings to post information in 3 different languages on social media, go on the 4 most popular local radio stations to make announcement of the project, and each ward representative has been tasked with hosting community nights to speak with residents in person about this project. With 30 garden beds available we will rotate gardeners every 2 years to ensure everybody gets a chance to participate.

- 5. Site Control and Legal Authority:** Describe the applicant's legal authority to implement the proposed project on the identified location. Reference the supporting documentation included in the attachments.

The Town of Greenbow owns the 2-acre area where the community garden will be built.

- 6. Collaboration, Partnerships, and Support:** Describe how this project engages, is supported by, and collaborates with each of the following groups. (Must include required accompanying documentation.)

- a) County/Municipal Governments:** Describe the involvement of the relevant local government entities – include approvals, coordination, and support.

The Town of Greenbow has sent out a survey that garnered 3,568 responses asking residents about what projects they would like to see developed in town (see attached for details). The Town also partnered with the neighboring City of Gotham to learn from their successful network of community gardens which serve about 1,000 residents across their 5 boroughs. The Town of Greenbow will also maintain the project for the 15 years required by the program.

- b) Land Trusts, Nongovernmental Organizations, & Other Organizations:** Describe the roles of partner/community-based organizations in project planning, implementation, or long-term stewardship.

The Community Garden Council was formed as the result of our town's most recent survey. They have been instrumental in garnering community interest, hosting workshops on gardening techniques, and have been able to raise \$12,000 for this project. They will be providing the storage sheds needed for all equipment.

- c) Local businesses and residents of the overburdened/underserved community:** Describe partnerships with local businesses, outreach activities and community engagement, community influence on project development, etc.

The residents are the life-force behind this project. When asked about town projects about 61% of residents asked for access to greenspace with half of those answers requesting a community garden. The residents are hoping this project will create a sense of unity and commonality among neighbors who wouldn't normally be able to interact with one another.

- 7. Public Health:** Describe how this project enhances the public health, livability, and greenspace and directly benefits the overburdened community or underserved community.

Greenbow currently has a high rate of the following comorbidities: diabetes(31%), asthma(35%), obesity (43%), high cholesterol (30%), and high blood pressure (40%). The health department offers health fairs, little to no-cost check-ups, and nutrition classes however, the residents need a way to be able to put the education being given into practice. The Greenbow Community Garden is the best way to empower our residents to build healthier habits.

- 8. Playground Surfacing:** If this project includes installing playground surfacing materials, please confirm that

☐ Project includes playground surfacing and applicant does not confirm requirement.

The Town, Community Garden Council, and local volunteers have been able to pool together about \$50,000 for this project. We are asking for \$60,898.50 to ensure we give the community the highest priority requested project per our survey. Our county currently does not provide any funding for projects that aren't parks, playgrounds, or trails.

|     |
|-----|
| n/a |
|-----|

The Town will include the maintenance of this project into its budget.

If improved, list all current improvements – identify size, condition, and future use of each improvement:

|  |
|--|
|  |
|--|

2. Explain Zoning: \_\_\_\_\_
- a. Current Land Use: \_\_\_\_\_
- b. Is the property currently being utilized at its highest and best use? \_\_\_\_\_
- c. Highest and Best Use: \_\_\_\_\_ d. Developable potential - # of lots: \_\_\_\_\_
- e. Subdivided? \_\_\_\_\_ If Yes, # of lots: \_\_\_\_\_ Average size of lots: \_\_\_\_\_
- f. Utilities Available: \_\_\_\_\_ Water \_\_\_\_\_ Sewer \_\_\_\_\_ Electric \_\_\_\_\_ Gas \_\_\_\_\_ Phone \_\_\_\_\_
- g. Environmental Hazards: \_\_\_\_\_

If there are any hazards, list them and identify how they will be addressed:

3. Potential Conflicts: Are there any potential conflicting uses or possible non-compatible uses being planned (e.g., road widening, utility easements, lease to others, etc.) which might require a Land-Use Conversion?

If yes, please explain the impact on the conflict and how this will be addressed:

4. Interim Use: Will there be an interim use on the property prior to park development, including rental, lease, and/or other management techniques?

If yes, please describe the interim use in detail and how long the use will be in effect before the park can be developed. (Note that any interim use must have prior approval by DNR.)

5. Seller's Name: \_\_\_\_\_

6. Title will be held by: \_\_\_\_\_  
Name of County/Municipality and/or Land Trust (see required accompanying document)

**E. Applicant Information and Authorization:** Eligible applicants include a land trust or nongovernmental organization located or working in an overburdened community or an underserved community where a project is proposed to be implemented, or a county or municipality.

**1a. Primary Applicant:** \_\_\_\_\_ **b. Federal ID #** \_\_\_\_\_  
**c. Point of Contact Name:** \_\_\_\_\_ **d. Title:** \_\_\_\_\_  
**e. Department:** \_\_\_\_\_ **f. Organization:** \_\_\_\_\_  
**g. Mailing Address:** \_\_\_\_\_  
**h. Phone Number:** \_\_\_\_\_ **i. Cell Phone:** \_\_\_\_\_  
**j. Email Address:** \_\_\_\_\_

**k.** As the authorized representative of the Primary Applicant, I have read the requirements of the Greenspace Equity Program and I agree to complete the Project described herein in accordance with all applicable Local, State and Federal laws, statutes, and regulations, and with the attachments included herewith and made a part thereof. Further, as the Primary Applicant, I agree that the approved funds will be used for the purpose of acquiring and/or developing the Property described herein and I have the primary responsibility for maintaining the Project.

**Print Name:** \_\_\_\_\_ **Title/Organization:** \_\_\_\_\_  
**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**2a. Co-Applicant:** \_\_\_\_\_ **b. Federal ID #** \_\_\_\_\_  
**c. Point of Contact Name:** \_\_\_\_\_ **d. Title:** \_\_\_\_\_  
**e. Department:** \_\_\_\_\_ **f. Organization:** \_\_\_\_\_  
**g. Mailing Address:** \_\_\_\_\_  
**h. Phone Number:** \_\_\_\_\_ **i. Cell Phone:** \_\_\_\_\_  
**j. Email Address:** \_\_\_\_\_

**k.** As the authorized representative of the Co-Applicant, I have read the requirements of the Greenspace Equity Program and I agree to complete the Project described herein in accordance with all applicable Local, State and Federal laws, statutes, and regulations, and with the attachments included herewith and made a part thereof. Further, as the Co-Applicant, I agree that funds encumbered for the Project shall be remitted directly to the Primary Applicant as the entity acquiring and/or the property, and I will assume responsibility for maintaining the Project should the Primary Applicant is unable to do so for any reason.

**Print Name:** \_\_\_\_\_ **Title/Organization:** \_\_\_\_\_  
**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**PROGRAM ADMINISTRATIVE REVIEW (DNR Use Only)**

Date: \_\_\_\_\_ By: \_\_\_\_\_

**Department of Natural Resources – Greenspace Equity Program Approval:**

BPW Approval Date: \_\_\_\_\_ BPW Agenda Item Number: \_\_\_\_\_

Signature: \_\_\_\_\_

# Accompanying Document Checklist:

## All Projects:

- ☐ **Area map** (i.e. street map with the project location clearly identified)
- ☐ **Site Plan** (where on the property will the work be completed)
- ☐ **Documentation of Site Control**
  - ☐ **Deed and/or Property SDAT**
  - ☐ **Easement, Lease, or Joint Use Agreement** (if the applicant does not own the property)
- ☐ **Evidence of Partnership and Collaboration Among Local Governments, Land Trusts, Nongovernmental Organizations, and Community Organizations**
- ☐ **Evidence of Support from the Local Government and Overburdened Community or Underserved Community in which the project will be located**
- ☐ **Pre-Project photos**

## Acquisition Project Additional Documents:

- ☐ **Two Independent Appraisals**
- ☐ **Current Deed**
- ☐ **Succession Plan** (Required if governmental agency is not an applicant)  
(In the event the land trust ceases to exist or can no longer own or manage the property or steward the easement, please identify how the responsibility will be transferred to another viable and eligible entity.)

## Nongovernmental Organization:

### **Land Trusts**

- ☐ **Select one and provide documentation:**
  - ☐ Is a Qualified Organization under s.170(H)(3) of the Internal Revenue Code and any regulations adopted under that section;
  - ☐ Has executed a Cooperative Agreement with the Maryland Environmental Trust; or
  - ☐ Is an affordable housing land trust as defined in s.14-501 of the Real Property Article.

### ☐ **Articles of Incorporation, Bylaws, etc.**

### ☐ **Business SDAT** ([Click here](#), print the "General Information" tab of the applicant(s))

### **Nonprofits** (Provide documentation):

### ☐ **Confirmation of nonprofit status 501(c)(3)**

### ☐ **Articles of Incorporation, Bylaws, etc.**

### ☐ **Business SDAT** ([Click here](#), print the "General Information" tab of the applicant(s))

### **Other Nongovernmental Organizations** (Provide typed documentation on separate paper):

### ☐ **How the applicant is organized** (membership, leadership structure)

### ☐ **Provide example(s) of other project(s) this applicant has completed**

### ☐ **Articles of Incorporation, Bylaws, etc.**

### ☐ **Business SDAT** ([Click here](#), print the "General Information" tab of the applicant(s))