



## 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 and the Forever Maryland Foundation presents four grants: *Aileen Hughes Grants*, *Citizen Stewardship Grants*, *Clean Up & Green Up Maryland Grants*, and *Janice Hollman 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](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**, a **W9**, **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 FY20 round for all grant programs is **November 14, 2019**. Awards will be announced in the spring and **awardees will be notified** of their achievement no later than **March 20, 2020**.

## 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. *Citizen Stewardship, Janice Hollmann, and Aileen Hughes Grants Committee* to advise and make recommendations on grant applications. The committee consists of Maryland Environmental Trust staff, Forever Maryland Foundation 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, Forever Maryland Foundation 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 30<sup>th</sup>, 2020**. 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. Citizen Stewardship Grant**

Citizen Stewardship Grants **of up to \$5,000** are awarded to schools, nonprofits and other community organizations whose missions are centered upon directly engaging community members (especially children and young adults) in environmental education and stewardship. These grants also support organizations that demonstrate active engagement as defenders of the environment by developing innovative solutions to local environmental problems. Proposed projects should activate citizens and encourage stewardship through education and outreach while elevating awareness of local environmental problems and working to reduce them.

### Objectives:

- To inspire and empower young people to become caretakers of their local environment and community through hands-on, project-based learning
- To support and encourage the ongoing work of organizations that have been active in educating fellow community members about environmental issues such as litter prevention, local stewardship and beautification, or other local and statewide environmental issues
- To help community organizations identify and eliminate the root causes of local environmental issues, rather than just their consequences
- To encourage thoughtful consideration of local land use and development that preserves natural capital
- To preserve natural areas and create a sense of place in communities

#### Application Assessment

Keep Maryland Beautiful Committee members rank the applicants according to satisfaction of the criteria. The best applications receive a score of 5, the lowest scoring applications receive a score of 1. Rankings also include proposed grant funding levels. Photographs and supporting documentation, including a list of Board Officers and Members are encouraged.

#### Restrictions

- For existing projects, applicants must show accomplishment of previous work related to the proposal
- Funds are not to be used as personal stipends or to finance professional members of the organization; funding for internships that provide environmentally-focused professional development and learning for youth is permissible
- Not for acquisition or development
- 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 applications receive a score of 5, the lowest scoring applications receive a score of 1. 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.