



Drop-by-Drop: You Make A Difference! **Water Resource Community Mini-Grants**

Since 2001, the Lake County Water Authority Board of Trustees, has awarded over \$69,000 in grant money to community groups and governmental entities. The LCWA Board is happy to announce the FY 2009–2010 grant cycle and the request for mini-grant applications.

- Grant Objective:** To promote freshwater resource education and the involvement of the public in Lake County by awarding grants to various community groups or governmental entities that focus on local freshwater issues.
- Grant Award:** Up to \$ 2,000
- Deadline:** **Friday, October 16, 2009 by 4:00 p.m.**
- Submission:** One original and five copies (6 total) of the completed grant application packet should be mailed or hand-delivered to the Lake County Water Authority, 107 N. Lake Avenue, Tavares, Florida 32778. **Please review all submittals to make sure application is legible, itemized budgets & accompanying materials are included.**
- Award Criteria:** Grant applications will be evaluated based upon pertinence to Lake County's freshwater resources, submission of a detailed budget, involvement of the public, schoolchildren and/or educators, ability for project to be shared, idea uniqueness/originality, commitment to cost share or invite other partners to participate in funding project.

Responsibilities:

- All applicants are responsible for reading and understanding the enclosed mini-grant guidelines prior to submitting an application.
- Winners will be reimbursed within three (3) weeks with proof of expenditures.
- Winners will be responsible for remembering the important dates listed below.

Important Dates:

- **Grant Deadline** (six copies, no faxes or e-mails) **Friday, Oct. 16, 2009 by 4:00 p.m.**
- Expenditure of grant funds Monday, May 3, 2010
- Deadline to submit grant report Friday, May 14, 2010

CREATIVITY & PARTNERSHIPS ARE ENCOURAGED!

**For any questions or more information about these grants and deadlines, please e-mail info@lcwa.org or 352-343-3777, ext. 0.

“Drop-by-Drop: You Make A Difference!”

COMMUNITY GROUP GUIDELINES

For FY 2009-2010 Community Mini-grants

Community Mini-grant Objective: To promote freshwater resource education and the involvement of the public in Lake County by awarding grants to various community groups or governmental entities that focus on local freshwater issues.

To help you achieve the highest amount of success with your project grant application, please review the following guidelines:

1. Application that focuses on Lake County freshwater issues dealing with water quality and/or water conservation shall receive higher points.
2. Application that focuses on Central Florida, and in particular Lake County terrain, soil, animals, plants, and waterbodies will receive higher points.
3. Application that requests expensive equipment (e.g., projectors, laptops, microscopes, document cameras, etc.) must demonstrate how it will be used for water resource related education or to promote the mission of the Lake County Water Authority to receive higher points.
4. Application that can fully and concisely explain how the requested items will benefit the instruction of freshwater resources shall receive higher points.
5. Application that includes in-kind donations and other matching grants shall receive higher points.
6. Application that demonstrates a different and/or unique freshwater resource project(s) for the community grant shall receive higher points.
7. Preference in the review process will be given to community groups or governments that have not been awarded grants in the past.
8. Community Group should primarily be made up (75% or more of membership) of Lake County citizens.
9. Project should benefit the maximum amount of the public.
10. The Lake County Water Authority reserves the right to deny any application that does not meet the grant program guidelines.
11. The Lake County Water Authority has the right to suggest less costly alternatives that would still be within the spirit of the awarded grant.
12. Community Group representative is to be responsible for keeping all paperwork as proof of purchases and expenditures of grant funds in accordance with the awarded mini-grant.
13. Grants awarded to community groups or government entities shall be paid on a reimbursement basis with proof of expenditures in accordance with the awarded grant.
14. Project should benefit and promote the Lake County Water Authority’s mission. (www.lcwa.org)
15. Project should be accomplished by May 3rd of the Lake County Water Authority’s budget year.
16. Revisions to the grants must be approved by the Lake County Water Authority Grant Coordinator.
17. Awarded grants shall not be transferable.
18. No furniture, file cabinets, bookcases, AV carts, movie screens, or headsets will be funded through this community grant program.
19. Equipment and materials paid for with the community grant shall have a label documenting the grant donation from the Lake County Water Authority. (Labels provided by LCWA)
20. Credit will be given to the Lake County Water Authority on any press releases, interviews, public meetings, signs or literature pertaining to the awarded project.
21. If the community group is dissolved or is no longer able to house the items, items purchased with the grant funds (e.g., equipment, books, computer, projector, videos) shall be returned to the Lake County Water Authority.