**Planning Grants**

Great Outdoors Colorado is pleased to announce our grant round for our Planning program, which is designed to assist Local Governments, their partners, and communities plan for future outdoor recreation projects. Grant requests of up to $75,000 will be considered.

Through the planning grant program, GOCO seeks to further its strategies of Protect, Connect, and Inspire by funding planning efforts that are forward-thinking and further GOCO’s mission. A copy of GOCO’s new Strategic Plan can be found here [www.goco.org/about-us/strategic-plan](http://www.goco.org/about-us/strategic-plan)

**General Guidance and Grant Information**

**IMPORTANT DATES** Applications must be submitted **no later than 5 p.m. on the grant due date**. Please check the [GOCO website](http://www.goco.org/grants/apply/planning) for dates and submission instructions.

**APPLICATION PROCESS** After receiving an application, GOCO staff and outside peer reviewers will review, score, and rank applications based upon responses to the questions in the narrative section of the application, other application materials submitted, and the general merit of your project. Each category within the proposal narrative is assigned a maximum point value and final scores reflect the sum of points awarded to each category.

**GRANT AGREEMENT** If you are awarded a grant, we will work with you to develop and sign a grant agreement that requires compliance with GOCO’s [policies](http://www.goco.org/sites/default/files/GOCO%20Policies%20and%20Procedures%203-15-18.pdf) and [procedures](http://www.goco.org/sites/default/files/Competitive%20Grant%20Program%20Procedures%200118.pdf).

**MATCH REQUIREMENTS** GOCO Local Government grants are matching grants. The project applicant and partners are required to commit financially to the project in order to apply. The Planning program requires a minimum match of 25% of the total project cost, a minimum of 10% of which must be cash. GOCO will not fund more than 75% of the total project cost. Full match does not need to be secured at time of application.

**REIMBURSEMENT GRANTS** Funds are disbursed on a reimbursement basis. This means that your community will be required to expend some funds prior to requesting payment from GOCO, if a grant is awarded. GOCO offers two payment options: 1) an interim or “progress” payment of up to 50% of the grant amount prior to completion with the remaining 50% being paid when the project is complete **or** one lump sum final payment of the entire grant amount. No funds included in the project can be expended prior to grant award.  **ELIGIBLE APPLICANTS** To apply directly to GOCO’s Local Government Program as the applicant, your organization must be an incorporated municipality or Title 32 special district that receives Conservation Trust Funds (CTF) from the Department of Local Affairs. If you do not qualify to apply directly to GOCO, in the case of school districts, non-profit organizations, etc., sponsorship scenarios are possible. In these instances, an eligible local government or special district within your area may partner with your organization to pursue the project. The eligible organization will be responsible for obtaining the necessary approvals via a resolution from their governing body, entering into an intergovernmental agreement (or the like) with the ineligible organization and signing off on all necessary grant materials. At the time of application only a draft IGA or MOU is required.

**TIMELINE FOR COMPLETION** Planning grants are required to be completed within two years of the grant award date.

**PROJECT TYPES** GOCO’s Mission is “To help preserve, protect, enhance and manage the state’s wildlife, park, river, trail and open space heritage.” In that light, GOCO Local Government funds are only available to projects that pursue these goals and further the state’s outdoor recreation opportunities. Projects funded in the past include, but are not limited to, master plans for park and recreation departments, site specific master plans, regional trail plans, master plans for river corridors, and open space master plans. Planning projects must be strategic and forward-thinking in nature. Additionally, planning efforts that focus on protecting Colorado’s land, water, wildlife, and increasing access and opportunities to connect underrepresented people to the outdoors are encouraged.

**ELIGIBLE PROJECT COSTS** Consultant costs; professional services such as legal, facilitation, and professional planning; costs that directly relate to the planning activity such as inventories, design, GIS/Mapping, and printing; costs for public engagement such as public meetings, focus groups, surveys, and web-based outreach.

**IN-KIND MATCH** Discounts or a donation on any of the above eligible project costs can be used as in-kind match. Additionally, the use of applicant or partner staff time to implement the project can be used as in-kind match.   
 **INELIGIBLE PROJECT COST/IN-KIND MATCH** Grant writing or administration costs, volunteer time, future costs of land acquisition and facility development, costs of existing operations, indirect costs, events, publications, advertising and/or similar event items for fundraising or public meetings.

**BUDGET** You are required to use the [budget template](http://www.goco.org/sites/default/files/GOCO%20Local%20Government%20Budget%20Form%200717.xls) provided to you by GOCO. Complete and submit the budget form, using the [sample budget](http://www.goco.org/sites/default/files/GOCO%20Budget%20FormSAMPLE%200718.xls) as a guide. Be sure to double check that the calculations presented in the budget are accurate and mirror the figures presented in the narrative. Make sure that the total Sources of Funds matches the total Use of Funds.

**Contact**

We encourage you to contact us in advance of tackling the application to discuss your project and answer any questions or concerns that you may have. We want to see your project be successful and will provide any assistance that we can to make that happen. We encourage you to request [sample grant applications](https://www.dropbox.com/sh/1ur5xx0nedz78ah/AADFJzvNBCZIdtLw8tb1CJ7va?dl=0) and submit a draft application for review. **Please submit drafts via word document to Madison Brannigan at the email below**. We look forward to working with you and your community!



**Madison Brannigan**

Program Officer

303.226.4526

[mbrannigan@goco.org](mailto:mbrannigan@goco.org)

|  |  |  |  |
| --- | --- | --- | --- |
| **APPLICANT** | | | |
| Name: | | | |
| Address: | | | |
| Applicant Contact Name: | | | Title: |
| Telephone: | Email: | | Are you the primary contact for this grant:  ☐ YES ☐ NO |
|  | | | |
| **PARTNER (IF APPLICABLE)** | | | |
| Name: | | | |
| Address: | | | |
| Partner Contact Name: | | | Title: |
| Telephone: | Email: | | Are you the primary contact for this grant:  ☐ YES ☐ NO |
|  | | | |
| **PROJECT** | | | |
| Project Title\*: | | | |
| Grant Request: $ | | Total Project Cost: $ | |
| **PLEASE BE SURE THE DOLLAR FIGURES ABOVE MATCH YOUR BUDGET.** | | | |
| County or Counties: | | | |
| Brief Project Description (Please describe your project in 250 words or less. This summary should include a brief description of the elements of your project as well as the benefits and need.): | | | |
| Budget Narrative (Please explain each of the items on the budget form, including the tasks contractors will perform. Any staff time in the budget should be explained, including how the numbers were developed, what increase in staff time they represent, and why staff time is necessary to complete the project.): | | | |

Describe your proposal below, answering each of the questions with as much detail as possible. **Please include the questions with your answers.** If a question does not apply to your project, please contact Madison Brannigan to discuss how to answer it. Do NOT leave any questions blank. If you have information to share that does not fit well into one of the sections, contact Madison to discuss where the information is appropriate.

Projects will be scored on the 100-point system allocated as indicated below and then ranked by total points. Failure to respond to these questions may substantially reduce your score, due to the difficulty of evaluating the project without this information.

1. **PLAN TYPE:**  Describe the community this project will serve. What type of plan are you proposing? Describe the vision, goals and desired outcomes of the project. **(25 pts.)**
2. **PLANNING PROCESS:** What specific steps will you take to complete the planning process? What deliverables will the effort produce? How will you engage the community and youth in the planning process? Identify the specific stakeholders and partners that will be engaged in the planning process and discuss their involvement **(25 pts.)**
3. **NEEDS/CHALLENGES:** What are the biggest challenges and overall needs of the planning project? What are the recreational gaps in your community? Why is this plan a priority to the community and stakeholders? Provide up to seven community support letters/emails that are supporting the project in ways other than cash or in-kind contributions. Letters should come from users, user groups, community members, stakeholders, volunteers, schools, etc. Support letters/emails must be included with the application and will not be accepted if mailed to the GOCO office. **(25 pts)**
4. **IMPACT & IMPLEMENTATION:** After the plan is completed, what do you plan to do to ensure its successful implementation? Discuss any partnerships that are or will be established to ensure timely implementation. If this is a capital construction project, how will the project be funded once the plan is in place? If this is a research or exploratory plan, how will information be shared to stakeholders? Describe the impact that this plan will have on your organization and/or its partners as well as the landscape of outdoor recreation/conservation in the state of Colorado. How would this plant improve current amenities today and address any barriers community members face in experiencing the outdoors? **(25 pts)**