



## 2019 CPW Director's Innovation Fund GOCO Grant Application

Great Outdoors Colorado (GOCO) is pleased to announce the third round of the CPW Director's Innovation Fund. The Director's Innovation Fund, created collaboratively between Colorado Parks and Wildlife (CPW) and GOCO, is designed to highlight and elevate unique, one-time projects that complement CPW's and GOCO's respective strategic plans. Requests up to \$20,000 will be considered and reviewed jointly by GOCO and CPW staff. The CPW Director will have final approval before projects are presented to the GOCO Board for funding approval.

CPW's Strategic Plan: <http://cpw.state.co.us/aboutus/Pages/StrategicPlan.aspx>

GOCO's Strategic Plan: <http://www.goco.org/our-story/vision>

CPW/GOCO Strategic Plan overlap:

[http://www.goco.org/sites/default/files/CPW\\_GOCO%20matrix.pdf](http://www.goco.org/sites/default/files/CPW_GOCO%20matrix.pdf)

### Grant Information

**IMPORTANT DATES:** Applications must be submitted to GOCO **no later than 5:00 p.m., April 12, 2019**. Grants must be submitted via email to GOCO's Parks and Wildlife Program Manager, Emily Orbanek at [eorbanek@goco.org](mailto:eorbanek@goco.org). Grant awards will be made on **June 13, 2019**. Draft applications may be submitted for pre-review by GOCO until **March 15, 2019** (draft applications are not required).

**ELIGIBILITY:** The Director's Innovation Fund is open to all CPW staff for parks or wildlife purpose projects. The Innovation Fund is intended for creative, one-time projects that are not funded annually through GOCO or other sources; it is not intended for capital projects that have been submitted previously through internal processes. Additionally, funding cannot be substituted or redirected for previously allocated funds. Projects involving trails, restoration, education and other GOCO funded program areas will be held to a higher standard in the review process. Applicants are welcome to discuss projects with GOCO staff at any point during the application period.

**PROJECT SCOPE:** Projects may involve, but are not limited to, the following program areas: stewardship; education; hunting, fishing, and other outdoor recreation activities; planning and

community engagement; innovative programming; and small construction that has not been submitted through internal CPW processes.

**MATCH REQUIREMENTS:** The CPW Director’s Innovation Fund requires a minimum match of 15% of total project cost. Eligible match can include: staff time; volunteer time; in-kind donations; or other CPW funds. GOCO will not fund more than 85% of the total project cost.

**SCORING:** Applications will be reviewed and scored jointly by GOCO and CPW staff. The CPW Director will have final approval of the applications before they are presented to the GOCO Board for funding awards.

**TIMELINE FOR COMPLETION AND REPORTING:** As defined in the GOCO and CPW Memorandum of Agreement funds must be expended within three years of the award month, June 30, 2022.

The primary project applicant must provide a grant report once the project is finalized. The report will include applicable details regarding success of the project.

**REIMBURSEMENT GRANTS:** Like CPW’s annual investment dollars from GOCO, awards will be disbursed on a reimbursement basis. GOCO and CPW staff will work together to set up appropriate billing codes after awards have been made by the GOCO Board.

**FUNDS AVAILABLE:** Up to \$150,000 is available to award in the 2019 CPW Director’s Innovation Fund. Requests will be accepted up to \$20,000.

**ADVICE FOR STRONG APPLICATIONS:** The Director’s Innovation Fund has been a highly competitive process during the last two cycles. Qualities and aspects that helped set successful application apart are detailed below:

- Partnerships – partnerships can take many forms, from monetary or in-kind contributions to volunteer support to inter-agency collaboration. Please considering reaching out to the regional or statewide environmental, hunting or fishing education teams within CPW.
- Strong “shovel-ready-ness.”
- One-time investments or project with longer-term financial sustainability plans.
- Statewide implications – projects that have the potential to affect statewide policy or benefit from similar efforts/collaboration in other regions – ie studies, technology – should acknowledge the potential implications and consider including comments from CPW staff that could be affected in the future.
- Fully fleshed-out budgets convey intentionality, planning and forethought.

**STAFF CONTACTS:**

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## CPW APPLICANT INFORMATION

Name/Title:		
CPW Branch:		
Telephone:	Email:	Are you the primary contact?
If no, please list primary contact information here (name, title, phone, email):		

## PROJECT INFORMATION

Project Title:		
Partners (if applicable):		
Grant Request (up to \$20,000):	Total Project Cost:	Total match:
CPW Region:	State Park or Wildlife Area (if applicable):	

## APPLICATION CHECKLIST

**All application attachment templates and samples have been included in the initial application e-mail.**

- Responses to Application Questionnaire
- Budget form
- Letter of support from Regional or Branch Manager and/or Deputy
- Responses to Application Questionnaire (responses **may not exceed 6 pages, must be 12-point font, and 1-inch margins**)
- Applicants may consider providing the following attachments to the Application Questionnaire:
  - Map, diagrams, planning documents
  - Photos
  - Up to 5 letters of support from partners, customers, volunteers, etc.

# APPLICATION QUESTIONNAIRE

Please provide detailed answers for each question below. Responses may not exceed 6 pages, must be 12-point font with 1-inch margins.

1. **PROJECT SCOPE:** Describe the proposed project or program. Why it is important to the region or branch and CPW? Why is this project important to CPW's audiences? Discuss how the project will be managed and implemented. **(20 pts)**
2. **IMPACT AND SUCCESS:** Who is this project/program impacting – park visitors, youth, urban/rural population, staff, wildlife, habitat – and how does it benefit that population? Define success for this project. How will CPW measure the impact and success? **(20 pts)**
3. **STRATEGIC PLAN INTERSECTION:** Describe how this project incorporates and achieves priorities from CPW's and GOCO's 2015 strategic plans. If a park management plan or other plan exists, please describe how this project incorporates that plan as well. **(5 pts)**
4. **PARTNERSHIPS, SUPPORT, AND MATCHING FUNDS:** Discuss partnerships – external or cross-agency – established for this project and the contributions of that partnership. Discuss the agency's support for this project. **(25 pts)**
5. **URGENCY AND NEED FOR GOCO FUNDS:** Briefly describe the project's urgency. Why are GOCO funds necessary? What opportunities are lost if the grant is not awarded? Why was this project or program not funded through annual funding cycles or internal opportunities, like small construction? **(10 pts)**
6. **TIMELINE:** When will implementation begin and when will the project be finalized? Describe how the project will be developed, maintained, and managed for the long-term. **(5 pts)**
7. **BUDGET DESCRIPTION:** The Director's Innovation Fund is intended to fund one-time projects or programs outside of CPW's annually funded cycles, including but not limited to GOCO funds. Please provide a brief overview of how this project is unique outside of CPW's annually funding cycles. Additionally, please provide a detailed budget that accurately reflects the project's anticipated costs. The budget form is attached to this application. Information should be consistent with the answers presented throughout the Application Questionnaire. **(15 pts.)**

By signing below, the applicant certifies that all the information presented on this summary form and throughout the application is true and accurate and will provide further information, if necessary, to GOCO upon request.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name and Title: \_\_\_\_\_

## Budget Form Instructions

Please use the GOCO budget for that accompanies this grant application. Also included in this application is a sample budget form for your reference.

The budget should contain only eligible project costs. Costs that are deemed ineligible may not be covered by GOCO or used as match. Below you will find examples of eligible and ineligible costs. Please keep in mind this list is not all-inclusive. If you have questions about eligibility, please contact Emily at [eorbanek@goco.org](mailto:eorbanek@goco.org) or 303.226.4515.

**ELIGIBLE PROJECT COSTS:** Infrastructure to complete the project; associated amenities and necessary materials for project or program implementation; planning, design, and construction costs.

**ELIGIBLE IN-KIND MATCH:** Discounts for or donations of any of the above eligible project costs; staff time from the project applicant or volunteer time from partners; use of CPW-owned equipment to construct or complete a project.

**INELIGIBLE PROJECT COSTS/IN-KIND MATCH:** Funds expended prior to application period; costs associated with real estate transactions; CPW cash originally from GOCO funded program i.e. – SOLE; the Youth Intern Program etc.