PACD 2022-23 Nonpoint Source Pollution Prevention Mini-Grant Program for Conservation Districts

PROGRAM OVERVIEW:

The PACD administers the Nonpoint Source Pollution (NPS) Prevention Program. The funding provided through this program supports conservation districts to implement water quality and pollution prevention education programs **for adult audiences**. The Nonpoint Source Pollution Prevention Educational Mini-Grant Program will award up to $2,000 for Pennsylvania educational projects that:

- Offer strategies for reducing and preventing Nonpoint Source (NPS) Pollution;

- Target farmers, local government officials, contractors, homeowners and other adult audiences;

- Promote the theme, *We All Live Downstream*, by addressing local Nonpoint Source (NPS) water pollution issues;

- Educate the target audience on how their activities can impact water quality within their watershed; and

- Encourage the target audience to take action to reduce NPS water pollution, improve local water quality and, ultimately, their local watershed(s).

FUNDING INFORMATION:

Funding is provided on a reimbursement basis at the completion of the educational project. To receive the mini-grant reimbursement, all final reports and supporting materials must be received by the PACD office no later than May 5, 2023.

PROJECT INITIATION AND REPORTING REQUIREMENTS:

1. **A Grant Agreement is required.** Once a project is selected for funding, a grant agreement will be sent via email to the project contact. The agreement is signed by a district representative(s) and must be returned with an **Evaluation Concept Summary** (outlining your plan for evaluating your project) prior to beginning any grant activities.

2. **A <u>Project Evaluation</u> is required.** All projects MUST evaluate the audience's increased knowledge of the focus topic, NPS pollution, and local watersheds. Wherever possible, post-project follow-up should be conducted to ascertain what actions the target audience has taken as a result of the project. The results of the evaluation are recorded in your final report.

3. **A <u>Mid-Term Status Report</u> is required.** This report will summarize the planning and activities that have taken place to ensure the successful completion of the project and any anticipated changes to the original time frame and budget. Project report templates are available online at https://pacd.org/?page_id=23142.

   In addition, all materials, including publications, press releases, presentations and web materials, must be submitted via email, on an ongoing basis, for approval prior to distribution.

4. **A <u>Final Report</u> is required.** This report describes the work elements of the project, project successes, the results of your evaluation (including project outcomes), and recommended changes/modifications to similar future projects. Photos and other supplementary materials will be submitted at this time. A final request for reimbursement detailing the use of mini-grant funds is included in the final report. Project report templates are available online at https://pacd.org/?page_id=23142.

   In some circumstances, a grantee may be eligible to file a final report addendum where activities of the grant fall outside the project year. In this case, all expenses must still occur within the project year and a final reimbursement request must be filed with the final report (by May 5, 2023, at the latest).

PROJECT SUPPORT:

Materials from previously funded mini-grant projects are available on the PACD website, http://pacd.org/?page_id=655. You are encouraged to use these materials in developing your own project rather than starting from scratch.

Please remember that we are available to assist you with any questions you may have regarding the mini-grant program, the application process, and other activities related to carrying out a mini-grant project. Please email swehinger@pacd.org and we will do our best to provide you with the information you need. **We look forward to receiving your application.**