



## **MINI-GRANT PROGRAM**

### **OVERVIEW**

Connect Buncombe is a non-profit corporation with the mission of supporting and encouraging the implementation of the Buncombe County Greenways and Trails Master Plan and construction of greenways throughout the county through public awareness, community education, and fundraising activities.

### **PURPOSE and GOALS**

In Buncombe County there are a number of partner organizations whose vision and goals for greenways are similar to those of Connect Buncombe. In its role as convener of collaborative partners, Connect Buncombe plans to use its visibility and fundraising capacity to support the effort of these organizations through a mini-grant program. By doing so, Connect Buncombe will encourage new projects which advance the goal of a county greenway network. We will strengthen collaboration among partners as we support creative approaches to building greenways. The funded projects could become models used by other groups, thereby supporting a regional effort.

### **ELIGIBILITY**

Municipalities, counties, medical facilities, educational institutions and non-profits whose goals for the proposed project are consistent with those of Connect Buncombe, will be considered for funding. There will be no set date for applications. Connect Buncombe's Board of Directors will vote to approve at regularly scheduled meetings. (Please allow 1 to 2 months for approval, depending on meeting dates.) Priority will be given to collaborative partners of Connect Buncombe.

### **AMOUNT OF MINI-GRANTS**

Most mini-grants will be made up to \$5,000.00. A matching amount is NOT required but is encouraged. Half of the mini-grant will be awarded upon Board approval and half will be awarded upon completion of proposed project. At the discretion of the Connect Buncombe Board Executive Committee, a grant request between \$5,000 and \$10,000 MAY be considered if it shows demonstrable regional impact and/or integrates with other greenway projects.

### **REQUIREMENTS**

1. Letter requesting funding should be submitted to the Connect Buncombe Board of Directors (see below).
2. Grant may be used for events, educational materials, website development, trail planning, trailhead construction, amenities along the trail, etc. Grants cannot be used for general operations or fund raising.
3. All approved projects must be a part of the Buncombe County Greenways and Trails Master Plan or related trails in Buncombe County.
4. Project must be completed within one year or funds will be returned to Connect Buncombe. Please provide verification of expenses. Unspent grant money must be returned to Connect Buncombe.
5. Any publicity for project must include Connect Buncombe credit for providing funding (all or partial).
6. Provide verification of completion of project, as specified in application and approved by Connect Buncombe Board, with pictures if possible.

### **GRANT REQUEST LETTER TO INCLUDE:**

1. Organization name and contact name with email address and telephone number
2. Project name and narrative: description of project, what the funds will be used for, and key milestones/dates
3. Either proof of tax-exempt status or name of tax-exempt fiscal agent
4. Amount requested and total projected budget for project
5. How project advances the mission of Connect Buncombe and/or Buncombe County Greenway and Trails Master Plan
6. Start and ending date of project

SUBMIT LETTER TO: Scott Dickens, Treasurer, at [scottdickens@earthlink.net](mailto:scottdickens@earthlink.net).

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