

## Colorado Organizational Development 2024 Grant Application Guidelines

### Overview

The Land Trust Alliance (the Alliance) and Keep It Colorado are partnering to provide grant funding designed to advance Colorado land trust organizational excellence through leadership development, land trust accreditation, education, and collaboration. The Alliance and Keep It Colorado work in close partnership to deliver services to strengthen member land trusts and the land trust community. In 2019, the Alliance led an assessment effort to establish a baseline of the Colorado land trust community's strengths, challenges, and opportunities. The results of that process informed the Alliance's organizational advancement strategy in Colorado and the design of this grant program.

### Background

The Land Trust Alliance's mission is to save the places people need and love. We accomplish this by empowering and mobilizing land trusts in communities across America to conserve land — and connect people to the land — for the benefit of all.

Keep It Colorado is the statewide coalition of conservation organizations in Colorado. Keep It Colorado advances on-the-ground conservation and increases the pace of conservation by bringing together land trusts, open space agencies, conservation champions, and other partners to collaborate, strategize, problem-solve and advocate for good policy. As a coalition, Keep It Colorado and its members and partners are working to protect these special things for Colorado: Clean water. Abundant wildlife. An outdoor way of life. Access to fresh, local food. Unblemished views of our iconic landscapes. Sustainable working farms and ranches. Enduring historic, cultural, and ancestral heritage.

In 2023, Keep It Colorado published *Conserving Colorado: A 10-year Roadmap for the Future of Private Land Conservation*. The primary goals are to double the conservation community's impact: double acres conserved, double the number of people engaged in conservation, and double the resources needed to get there. Organizational Advancement grants ultimately support a cross-section of all of these goals by strengthening land trust capacity and enabling land trusts to engage more audiences in this work.

### Eligibility

Land trusts and other conservation nonprofit members of Keep It Colorado and/or the Land Trust Alliance are eligible to apply. When developing your application, please arrange a call with Marcie Bidwell (contact information below) to review the application, discuss the scope of work appropriate for your organization, and outline next steps for finalizing the application.

### Grant Program Guidelines

This grant cycle seeks to increase the sustainability of individual organizations who work in and the overall health of the land trust sector. The program will ensure the long-term viability and relevancy of land trusts and conservation nonprofits as they rise to and meet new challenges facing their communities. Our belief, and the reason we are providing these grants, is that targeted grant investments will help these organizations achieve excellence in their operations and help them take the next steps in their organizational development and impact. These grant investments will allow land trusts and conservation nonprofits to pursue projects with emphasis in the following areas:

- Organizational planning, development, and sustainability
- Board and leadership training and development
- Communications and marketing

- Strategic conservation planning
- Fostering partnerships, peer networks, and collaboration
- Innovative projects for the land trust, nonprofit or conservation movement

The total grant pool for this cycle of grants is approximately \$75,0000. Grant awards are anticipated to be in the \$7,500 - \$15,000 range.

Grant period is from May 1, 2024 – May 1, 2025.

### Example Projects

- Strategic investments designed to build organizational capacity and effectiveness
- Organizational planning: strategic, fundraising, succession, conservation
- Board development activities
- Communications training, planning, and messaging development, branding, or campaign support
- Individual professional development
- Training in policy and advocacy strategies, tours of conservation properties with elected officials, or congressional visits

### Eligible Use of Grant Funds

- Eligible costs include, but are not limited to:
  - Staff time to implement proposed project (up to 50% of grant request)
  - Contract expenses
  - Travel and meeting costs
  - Overhead costs (applicants can include an indirect/overhead rate of 10-20% to capture organizational expenses)
- Projects cannot include:
  - General operating support
  - Land acquisition or restoration

### Match Requirements

A minimum of a 20% match of the award is required. Staff time is eligible as match. Please discuss the match requirement with Marcie Bidwell before submitting your application. The agreed-upon match requirement will be outlined in your grant agreement.

### Grant Timeline

February 15, 2024	RFP Release
February 15-March 15, 2024	SW Program Manager Available for Grant Discussions
March 18, 2024	Applications Due
April 5, 2024	Grant Decisions
May 1, 2024- May 1, 2025	Grant Period

### Application Instructions

All applicants must submit a proposal by **March 18, 2024**.

To begin an application, log in to the Alliance’s online grant management system and create an account, by clicking on “Create New Account.” You will not need to create a new account if you have an existing account from previous Alliance grants. Please use the following web address:

<https://www.grantinterface.com/Common/LogOn.aspx?urlkey=landtrustalliancegrants>

Once you have logged in, click “apply” in the top left of the screen and then input the **access code “4224”**. The grant application will now be visible.

If you need assistance or have questions related to with the online application process, please contact Artis Freye, Conservation Initiatives Project Manager, [afrey@lta.org](mailto:afrey@lta.org) or 269-348-8970

### Review Process

Submitted applications will be reviewed and evaluated by a Grant Review Committee (GRC) composed of one or more staff members of the Land Trust Alliance, one or more representatives of Keep It Colorado, and one organizational development expert.

Grant proposals will be scored in accordance with the breakdown per prompt outlined below. However, scores will be one of many aspects used to determine final grant decisions, including geography, focus areas, and overall makeup of the grantee cohort.

### Grant Agreement

At the time of award notification, the Alliance will work with grant recipients to finalize grant deliverables and measures of success for each project. The Alliance will send grant agreements to grant recipients through the online grant interface. The Alliance will release awarded funds to grantees upon execution of the grant agreement.

### Reporting Requirements

Grant recipients will be expected to submit a final report summarizing project goals, activities, and outcomes upon completion of the project, or no later than thirty (30) days after the end of the grant period. At the midpoint of the grant period, a check-in phone call with one Alliance staff member and one Keep It Colorado staff member will be conducted to hear about progress and to provide any support needs to the grantees. Other support check-ins with Alliance or Keep It Colorado staff can happen periodically as necessary or upon request.

The final report must be completed online by logging into the same system used to apply for the grant. Deadlines and forms for reports will be given in your grant agreement.

### Application Prompts

Below are the application questions and prompts, which are also found in the online grant management system. A corresponding maximum score will be noted next to the prompt or question, where relevant.

#### Project Name

Please provide a name for the proposed project.

#### Amount Requested

Total grant funds requested.

#### Project Summary

Please summarize the project in one or two sentences.

#### Project Stage

Please select one:

- Initiating a new project, partnership, or initiative
- Continuing an existing project, partnership, or initiative

For continuing projects: Please include in your proposal a description of the origin of your project, progress to date, and how this next project will advance your goals and outcomes.

Grant Activities (suggested word limit: 500) (25 points maximum)

Please list the grant activities you will conduct with these grant resources. Describe the specific roles board, staff, and/or volunteers will play in completing this project.

Grant Focus Area (suggested word limit: 750) (30 points maximum)

Please explain why your organization is prioritizing the proposed activities and how they fit into a broader organizational strategy. This should include an explanation of which issue or issues this grant is addressing, including what problem you are trying to solve or what opportunity you will take advantage of.

Defining Success (suggested word limit: 500) (25 points maximum)

Please describe your project's current status and whether your project is a new project or a continuing effort. Please share what success looks like after the project's first year. What would success look like in two years? How will you measure success and what would be distinct benchmarks for short-term and long-term success?

Project Schedule (10 points maximum)

Provide a realistic timeline for project activities over the grant period. The grant period is from May 1, 2024 - May 1, 2025.

Budget (10 points maximum)

Please upload a project budget that matches grant activities with associated costs and includes staff time, contractors, direct costs, and indirect costs. Applicants may use the linked template or narrative box below. Applicant must provide a minimum 20% match against grant request. Staff time to implement the project is eligible as match. If the match requirement is a challenge, please explain.

During the grant selection process, the GRC may recommend partial funding. Describe how partial funding would impact this project. If partial funding were awarded, would you prioritize specific elements of the project over others?

### Funding Source

This grant opportunity is made possible through a partnership between the Land Trust Alliance and Keep It Colorado, with generous investments from Great Outdoors Colorado in Keep It Colorado's Emerging Conservation Opportunities (ECO) program.

### For More Information Contact:

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Southwest Program Manager

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