

Kodak American Greenways Awards - Grants Guidelines



The Kodak American Greenways Awards Program, a partnership project of the Eastman Kodak Company, The Conservation Fund, and the National Geographic Society, provides small grants to stimulate the planning and design of greenways in communities throughout America.

Grant Information

Grant Criteria

Grant recipients are selected according to criteria that include:

- * Importance of the project to local greenway development efforts
- * Demonstrated community support for the project
- * Extent to which the grant will result in matching funds or other support from public or private sources
- * Likelihood of tangible results
- * Capacity of the organization to complete the project

Guidelines

Grants may be used for activities such as: mapping, ecological assessments, surveying, conferences, and design activities; developing brochures, interpretative displays, audio-visual productions or public opinion surveys; hiring consultants, incorporating land trusts, building a foot bridge, planning a bike path, or other creative projects. In general, grants can be used for all appropriate expenses needed to complete a greenway project including planning, technical assistance, legal and other costs. Grants **MAY NOT** be used for academic research, general institutional support, lobbying, or political activities.

Eligible Applicants

Awards will primarily go to local, regional, or statewide nonprofit organizations. Although public agencies may also apply, community organizations will receive preference.

Award Amounts

Most grants range from \$500 to \$1,000, however the maximum grant is \$2,500.

Award Announcements

Grant notifications will be made during the first week of September. Until then, please do not call to check on the status of your grant as we have several hundred applicants each year.

Application Process

Application Period

Applications may be submitted from **March 1 through June 15** of each calendar year. **Applications are DUE on June 15.** Any application OR SUPPLEMENTAL MATERIAL received after the June 15 deadline will **NOT** be accepted. ALL online applications and related hard copy materials must be received by that date. A postmark from June 15 will NOT be sufficient. To avoid mail delays, submittals by priority or overnight mail are encouraged. **E-mailed materials will also be accepted.** The application packet should contain **the two letters of reference; the 501(c)(3) status confirmation letter for non-profit organizations, documentation of public agency status for governmental organizations(a letter from a government official, your tax ID number, etc.), or Social Security Number for individuals; and the one page budget.** For further information on the required materials, see below.

All materials complimenting the online application must be submitted **TOGETHER**, i.e. reference letters sent under separate cover WILL NOT be accepted as we receive hundreds of applications each year. **Please put the information in a PDF format.**

Copy of the completed application You MUST provide a copy of the completed application with your packet. In order to do so, you must first type answers to all application questions in a word document and save it for your records. Print a copy of this document to submit with the packet. You may then copy and

paste all of your answers from the word document into the online application and submit.

Letters of Reference: These are letters of support from associated agencies, public officials, citizen groups or non-profit organizations.

501(c)(3): This is a letter from the IRS denoting an organization's non-profit status and is also your tax ID number. All organizations applying as non-profits need to submit this with the application packet.

Social Security Number: Individuals applying for the grants program need to submit their SSN.

Public Agency: Public agencies must submit appropriate documentation certifying the agency's governmental status (a letter from a government official verifying governmental status or a government Tax ID number).

Budget: The one page budget outlines the budget for the project for which you are requesting money. It also shows how much money is being requested and how that money will be used. Please specify what additional money will be used and from what sources it comes (donations, foundation support, government grants, etc.) and any in kind contributions, volunteer hours, services, donated equipment, etc.

ANY APPLICATION SUBMITTED WITHOUT ALL OF THE ABOVE MENTIONED MATERIALS IN ONE PACKAGE IF MAILED OR ONE EMAIL TRANSMISSION WITH DOCUMENTS IN PDF FORMAT IF SUBMITTED ELECTRONICALLY WILL NOT BE CONSIDERED.