

# 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, expand or improve 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 be made primarily to local, regional, or statewide nonprofit organizations. Public agencies may also apply, however, community, non-profits and organizations will receive preference.

### **Award Amounts**

Most grants range from \$500 to \$1,000. 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 31 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 must be received by that date. 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.), and the one page budget.** For further information on the required materials, see below.

All accompanying materials must be submitted **TOGETHER** with the application form. **Please put the information in a PDF or WORD 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) status:** This is a letter from the IRS denoting an organization's non-profit status and is also your tax ID (federal employee identification number). All organizations applying as non-profits need to submit this with the application packet.

**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:** Applicants should outline the budget for the project. Indicate the amount requested and how it will be used. Please specify what additional support that has been committed or will be sought and from what sources (donations, foundation support, government grants, etc.) and any in-kind contributions, such as volunteer labor, contributed services or donated equipment.

**APPLICATIONS MUST BE COMPLETE. ONLINE APPLICATIONS SHOULD INCLUDE ALL ATTACHMENTS. SEPARATE TRANSMISSIONS MAY RESULT IN LOST DOCUMENTS, AND AN INCOMPLETE APPLICATION. INCOMPLETE APPLICATIONS CANNOT BE CONSIDERED FOR THIS GRANT AWARD.**