

Township of South Frontenac Lake Ecosystem Grant Program Policy

1. Purpose

This policy is to establish a grant process that supports and encourages the preservation, restoration, monitoring and analysis of lake ecosystems within the Township of South Frontenac.

2. Policy

The Township on a yearly basis will solicit applications from non-profit organizations for projects that support the purpose of this grant policy. The total amount available within a calendar year will be based on what has been set within the year's operating budget. Individual allocations to organizations will be based on a pre-determined structure. Being approved in one year does not guarantee funding in the following year.

3. Definitions

Buffer zone: A corridor of mostly undisturbed, permanently vegetated areas of land. They are transitional areas that reduce the impact of development and site alteration on adjacent natural features such as a lake.

Lake ecosystem: Lakes are inland bodies of water that lack any direct contact with an ocean. Lake ecosystems include living plants, animals and micro-organisms, as well as non-living physical (e.g. light, temperature and wind) and chemical reactions.

Non-profit organization:

- is a community organization with an interest in lake ecosystems within the geographic boundaries of the Township of South Frontenac
- has the ability to show long-term sustainability through a robust volunteer base and stable financial governance
- receives less than 75% of its operating budget from government grants
- can demonstrate a long-term commitment to lake stewardship

Wildlife habitat: means areas where plants, animals and other organisms live, and find adequate amounts of food, water, shelter and space needed to sustain their populations.

4. Guidelines

a. Funding Priorities

Priority will be given to those projects that have the greatest positive impact on the health and welfare of lake ecosystems. Projects could impact an entire lake, but could also include another lake or other upstream or downstream components. Projects should incorporate one or more of the following objectives.

- A. Reduces or limits diffuse or point source runoff primarily caused by human disturbance of the land
- B. Creates or increases buffer zones along the lakeshore and/or banks of creeks and streams that drain into the lake
- C. Protects or enhances wildlife habitat
- D. Enables or performs monitoring and/or inventories of the lake environment and its contributing watershed in order to fill knowledge gaps

Projects that do not directly incorporate one or more of the above objectives will also be accepted for consideration.

b. Project Scope

This grant program is designed to fund projects up to \$10,000. On an exceptional basis, larger requests will be considered. There is no minimum value for a project.

5. General Criteria for Grant Recipients and Submissions

All grant recipients and their submissions must meet the following criteria.

1. Submissions must have a well-defined plan with measurable results and take place/be completed within 12 months of receiving the grant.
2. The organization must be able to fund 25% of the total project requirements.
3. Grant recipients will receive 75% of their allotted funds at the beginning of the project and the remainder upon receipt of the final report.
4. Submissions must incorporate an outreach component to educate the community and build awareness of the key learnings and results of the project.
5. Final reports from any previous year's funding must have been received in order to be considered for the current year.
6. Financial statements from the previous calendar year should be included with the applicant's Letter of Intent, along with a list of current officers.
7. Unspent funds must be returned to the Township following completion of the project.
8. Applicants cannot be in receipt of other program-specific Township funding.

6. Review Process

All submissions will be reviewed by a four-member subcommittee composed of citizen representatives from the Lake Ecosystem Advisory Committee, plus a non-voting Township staff member. Three out of the four subcommittee members must be in agreement in order for a submission to be accepted. The submissions will be reviewed against a set of evaluation criteria.

The subcommittee will bring its recommendations to the Lake Ecosystem Advisory Committee for approval. Once this is completed, the list of proposed Grant Recipients and associated documentation will be submitted to Council for final approval.

7. Annual Reporting

The Lake Ecosystem Advisory Committee will provide Council an annual report summarizing the results and key learnings of each project that received funding through the Lake Ecosystem Grant.

Township of South Frontenac Lake Ecosystem Grant Program Project Evaluation

Criteria

	Details	Weight
Grant Objectives	Project meets one or more of the Grant Objectives (i.e. runoff, buffer zone, wildlife habitat, monitoring).	20%
Project Deliverables, Work plan and Feasibility	Scope of project is defined by clear goals and activities. Work tasks and deliverables are clearly defined and are appropriate and achievable in the specified timelines. The proposal outlines how the project outputs, best practices and key learnings will be communicated to the public/target audience. "Funding provided by the Township of South Frontenac" is acknowledged. Project team has the knowledge and experience to complete the project. Adequate staff or volunteers to complete the project. Sufficient budgetary detail is provided. The project is cost effective.	35%
Environmental Benefits and Challenges	Proposal demonstrates how the lake ecosystem and/or community will directly benefit from the project.	25%
Organization Stability	The organization shows long-term sustainability through a robust volunteer base and stable financial governance. There is a demonstration of a long-term commitment to lake stewardship.	20%

Scoring

- 4 – 5 Exceeds expectations
- 3 Meets expectations
- 1 – 2 Does not meet expectations