



Dane County Parks Friends Grant Program

The Friends Grant Program provides matching funds to Friends groups and other nonprofit organizations to implement capital improvements on Dane County parkland. Capital improvements are generally defined as permanent changes that have a life expectancy of at least 10 years.

Who may apply?

To apply for a grant, an entity must:

- Have 501c3 status
- Abide by all county rules, policies and guidelines
- Have previously worked with Dane County Parks



What projects are eligible?

Grants will be awarded for capital projects on county parkland. Projects must be far along in the planning process and meet the following minimum eligibility requirements to be considered for funding:

- Total project cost may not exceed \$25,000 for projects that involve construction or paving
- Project or concept must be identified in a master plan, if applicable
- Projects must be approved by Dane County Park staff
- Organization must have the capacity to manage and implement the project
- Only 1 grant application can be submitted per organization/park property

Examples of eligible projects include, but are not limited to:

- Trail construction
- Habitat restoration and perennial plantings
- Signage (interpretive, kiosk panels)
- Tree planting
- Food systems
- Storage structures (storage structures cannot become buildings)

What projects are not eligible?

Grants will not be awarded for the following projects:

- Buildings or other construction projects that exceed \$25,000 in total cost, which must be bid out through the County
- Projects that the organization can't manage and implement directly
- Plans or studies, brochures or printed materials
- Projects on private lands
- Vehicles, trailers, equipment or hand tools
- Are for private use or benefit
- Acquisition of land or easements

- Other projects may be deemed ineligible upon review

How much funding is available?

\$100,000 is available for the program. The standard grant amount will be up to 75% of the project costs with a maximum grant award of \$18,750 and a minimum grant award of \$3,000. All grants must be matched with cash.

Eligible Expenses and Match

Eligible expenses for projects include construction materials and contracted services. Acceptable match includes cash (including donations and grants for private foundations), and state or federal grants. **In-kind services will not be accepted as match, such as donated labor, materials or supplies.**

Application Deadline

Grant applications are due **October 31, 2020**. Staff will review and recommend projects to the Dane County Park Commission for consideration.

Grant Payments and Requirements

Grants will be paid on a reimbursement basis. There may be options for advance payments depending on the individual circumstance.

Project Delivery

Grant applicants must consider who will be performing project management activities such as construction management and oversight duties. Dane County Park staff will not provide these services. Applicant must identify one liaison to administer the grant and communications with the County.

Project Maintenance

Projects funded through the program must be open to the public and maintained for public use in perpetuity. Grant applicants must provide a maintenance plan that outlines how the project will be maintained, who will maintain it, and what financial resources are available for maintaining the project. Maintenance responsibilities should be part of the discussion with Rhea prior to submission.

Application Instructions

1. Applicants must contact Rhea Stangel-Maier **BEFORE** submitting a grant application to determine project eligibility.
2. If it's determined that your project is eligible, submit the following by **October 31, 2020**:
 - Grant Application Form, including project liaison
 - Project Narrative Form
 - Grant Budget Form
 - Context map that shows the project location
 - Site plan, design or engineering plans and specifications

Email submissions are preferred. If attachments exceed 10 MB, please contact Rhea for other options.

Questions?

Contact Rhea Stangel-Maier,
Volunteer Coordinator, Dane County Parks Division,
Phone: Office (608) 224-3601 or cell (608) 516-3703
Email: stangel-maier@countyofdane.com