



**CAMPBELL COUNTY CONSERVATION DISTRICT**

8350 E Main Street  
Alexandria, KY 41001  
859-635-9587

[www.campbellkyconservation.org](http://www.campbellkyconservation.org)  
[cccd@campbellkyconservation.org](mailto:cccd@campbellkyconservation.org)

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Susan Ortlieb-Turner, Vice Chairman  
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26 January 2023

## **Grant promotes the conservation and enhancement of public lands.**

The Campbell County Conservation District invites cities and non-profit community organizations in Campbell County to apply for the Campbell County Conservation Grant for Tree Planting and Urban Forestry Enhancement. An application form and project guideline information sheet are enclosed. The deadline for applications is **Friday, August 16, 2024.**

The district is offering this grant to help cities and communities establish programs or develop projects to protect and conserve our natural resources while enhancing the aesthetic value of the natural environment. The maximum award through this grant can be up to \$4,000, which must be matched with cash or in-kind services or donations. The project must be carried out on publicly owned or controlled land. Please contact our office if you need assistance in filing your grant application.

### **Scroll Down for the Application**

**Also, a fillable application in WORD is available at**  
[www.campbellkyconservation.org](http://www.campbellkyconservation.org)

**Campbell County Conservation District Grant for Tree Planting and Urban Forest Enhancement**

**APPLICATION and GRANT GUIDELINES**

1. Please contact our office for technical assistance on species selection or other planning assistance.
2. Proposals will be reviewed on a competitive basis by the Conservation District.
3. Project proposals must include funding or in-kind contributions from the applicant in an amount equal to the grant request. In-kind contributions can include materials, and volunteer labor at a rate of \$15/hour, employee labor at the current rate of pay, cash donations, or other grants. The maximum award through this grant can be up to \$4,000. If partial funding for a project is approved by the district, the applicant will have the option to either accept the district's approval or reject it and withdraw their application.
4. Grant money will be issued on a **reimbursement basis only** for the approved project.
5. Applicant must provide a tree and plant species list for approval by the Conservation District and list the species for the project on the application budget. Only native species will be approved, and they be suitable for the proposed site.
6. Applicants who do not submit all required grant information will not be eligible for consideration.
7. You may be asked to furnish information or make a presentation about your project at the district's annual awards dinner or other district functions or publications.
8. You will be contacted by October 1 concerning the status of your application.
9. If approved, the project must be completed by **May 26, 2025**. Submit the following for reimbursement:
  - a. an evaluation of the project.
  - b. details on how funds were spent.
  - c. receipts for expenditures.
  - d. receipts or other documentation for match requirement.
  - e. future plans for the project.
10. A site visit by the district will be completed prior to reimbursement.

Applications must be postmarked by **Friday, August 18, 2023**, emailed with the electronic signature to [ccd@campbellkyconservation.org](mailto:ccd@campbellkyconservation.org), or hand-delivered to the Conservation District Office located on the First Floor of the Alexandria Court House on or before the deadline during regular office hours – Monday, Wednesday, Friday 8:00 A.M. – 4:00 P.M. Applications cannot be accepted by facsimile (FAX).

Send application to:

**Campbell County Conservation District**  
8350 East Main Street  
Alexandria, KY 41001

**Questions?**

**E-mail:** [ccd@campbellkyconservation.org](mailto:ccd@campbellkyconservation.org), or call  
859-635-9587

## PROJECT GUIDELINES

1. Project must be done on lands located in Campbell County which are owned, leased, or otherwise controlled by city, county, state, or federal government and are not operated for a profit.
2. Proposals will be accepted for projects that:
  - a. promote conservation of soil and water resources
  - b. improve and protect open space.
  - c. enhance the aesthetic quality of the land.
  - d. protect and improve water quality.
  - e. provide stormwater benefits (rain gardens, etc.)
  - f. provide wildlife habitat benefits.
  - g. promote the use of only native plant species.
  - h. eradicate exotic, invasive species.
  - i. promote urban agricultural initiatives (community gardens, etc.)
3. Proposals will be considered for:
  - a. expansion of existing programs
  - b. tree maintenance programs, but preference will be given to tree planting.
  - c. signage for interpretative purposes and identification of plantings when an integral part of a larger strategy
  - d. equipment and other signs when an integral part of a larger strategy
  - e. annual plantings may be a component of a proposal but should not be the major focus.
4. Evaluation of community enhancement programs will be based on their long-term benefits to the community. Projects using native plants will be given preference.
5. The Campbell County Conservation District is to be recognized as the funding agent or partner on any signage or publicity for this project, and the district reserves the right to place a promotional yard sign at the project location at no cost to the district.

## **Campbell County Conservation District Grant for Tree Planting and Urban Forest Enhancement**

**Application must be postmarked by Friday, August 18, 2024, and must include:**

- 1. Cover Sheet**
- 2. Project Description**
- 3. Budget**

**You may include other supporting information or photographs if you wish.**

**Mail to: Campbell County Conservation District  
8350 East Main Street  
Alexandria, KY 41001**

*(Please type - form fields in shaded area - or print)*

Applicant:

Mailing Address:

City: \_\_\_\_\_, KY Zip Code:

Contact Person:

Phone: \_\_\_\_\_ (day) \_\_\_\_\_ (evening) FAX: \_\_\_\_\_

E-mail:

Project Title:

Grant Request: \$

One Paragraph Summary Description of Project: (Also attach project description information.)

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Signature of Applicant

Date



**BUDGET**

1. Will you consider accepting a partial grant if the total amount requested is unavailable?

If yes, how would you scale back or adapt the project?

2. What will happen to the project at the conclusion of the grant?

If it is to continue, how will it be funded?

3. Include an itemized budget with your proposal (see the sample form below). Itemize any commitments of money, employee labor at the current rate of pay, volunteer labor at a rate of \$15/hour, donations, or grants from others interested in the project. **Total Cost must equal the grant request (50%) plus cash and/or in-kind services (50%).**

Item Description (list tree and/or plant species)	Total Cost	Grant Request	Cash and/or In-kind
<b>Total Cost</b>			
<b>Percentage of Cost</b>	<b>100 %</b>	<b>50%</b>	<b>50%</b>