**\*This document is for reference, all application materials must be submitted via the Wizehive-Zengine online portal\***

A link to the Pre-application as well as a Wizehive tutorial is available during the solicitation at <https://www.openspaceauthority.org/programs/grant>. The application includes a required Pre-Application, and eligible applicants will be approved to submit a Full Application. The pre-application questions and requirements are listed below.

# Pre-Application Information

**Pre-Application**

This section includes general questions about the applicant. These questions are not included in the application scoring, but they are used to determine eligibility. After an applicant submits a Pre-Application, the information will be determined to be eligible or ineligible for a Full Application. Once deemed eligible, an applicant will have approximately 8 weeks to submit a Full Application.

|  |  |
| --- | --- |
| **Project Title** |  |
| **What type of organization is this?** | * Public Agency * School * School District * 501(c)3 Nonprofit * Eligible organization acting as Fiscal Sponsor for another organization |
| **Is this applicant serving as a FISCAL SPONSOR for another organization?**  *If the project includes a fiscal sponsor, the fiscal sponsor must be the applicant.* | * YES * NO |
| ***If YES to the question above*** | The Fiscal Sponsor will be the APPLICANT. Please describe the SPONSORED ORGANIZATION. Please upload Fiscal Sponsorship agreement. |
| **Is the proposed project for or related to ongoing maintenance or repair of public parkland, open space or facilities?** | * YES * NO   *Projects by public agencies CANNOT be related to ongoing maintenance or repair of publicly-owned parkland, open space, or facilities.* |
| **Were there public funds previously allocated for the proposed project?** | * YES * NO   *Projects by public agencies CANNOT be projects for which public funds have previously been allocated.* |
| **Dollar Amount Requested** | Min: $30,000 Max: $75,000 |
| **Matching Funds** | Organizations with annual revenues of $10 million or more are required to have at least 25% of the grant award in matching funds. Please choose the following for your organization’s match eligibility:   * Our organization meets the match requirements because we have an annual revenue of less than $10 million and do not need to submit matching funds. * Our organization meets the match requirement because we have an annual revenue of $10 million or more and we have or will have 25% of the grant award in matching funds. * Our organization does not meet the match requirement because we have an annual revenue of $10 million or more and we do not and will not have 25% of the grant award in matching funds. **Please note that this makes the project ineligible for funding.** |
| **Project Description** | *(1000 word max. Please include how your project broadly addresses community climate resilience.)* |
| **Is the project within the Authority's jurisdiction?** | A detailed map of the Authority's jurisdiction can be found online at https://www.openspaceauthority.org/board-directors. |
| **Project location: Address / Neighborhood** | What is the physical location of the project? If the project will be in multiple locations, please describe. **Note: All project locations must be within the Authority's jurisdiction.** |