
2026 Application:

Water Quality Education and Outreach Mini-Grants

Thank you for your interest in this program. Before completing this application, please review the Water Quality Education and Outreach Mini-Grant [Call for Applications](#), which outlines application deadlines and funding restrictions, (i.e., specific types of projects that will be funded), as well as eligibility and budget requirements.

MACD staff are available to discuss potential project ideas or review draft application materials ahead of submission - please reach out to Madi Larson at madi@macdnet.org for more information. Submitted applications are scored and awards determined by a review committee with participants from MACD, DEQ, and partner organizations.

Additional Resources:

- [Educational Resources Guide](#) - Collection of existing lesson plans, videos, and activity ideas that applicants are encouraged to use in mini-grant projects (rather than creating duplicative materials). If you have resources to add to this guide, please let us know!
- [MACD Mini-Grants Library](#) - Collection of past projects funded through this program.
- [Match Funding](#) - Guidance on sources of match funds and how to calculate the value of volunteer hours, donations, and other resources to meet match requirements.

Instructions and Application Requirements:

- Please fill out all fields in this application and submit it to MACD prior to the application deadline via email or mailed with a postmarked date before the application deadline. Incomplete applications will not be considered.
- Please limit responses to the suggested length (1-2 paragraphs) for each question.
- Each application must be signed by the primary contact for the organization (or their direct supervisor if employment/service term is expected to end prior to the end of the contract term).
- For additional information on application requirements, funding eligibility, and program priorities, please refer to the [Call for Applications](#).

Section 1: Applicant Information

Organization Name:

Website:

Mission:

Type of Organization:

Tax ID Number:

Primary Contact & Title:

Phone Number:

Email Address:

Mailing Address:

Amount of Mini-Grant Funding Requested: \$

Total Cost of Project: \$

Has your organization applied for this mini-grant program before? ☐ Yes ☐ No

Was your project awarded funding through this program? ☐ Yes ☐ No

Section 2: Project Information

Project Title:

Project Location (be as specific as possible, including lat/long if available):

DEQ Accepted Watershed Restoration Plan (if applicable):

Project Type:

- ☐ New education/outreach project
- ☐ Maintenance of existing education/outreach tools

Please answer the following questions (no more than 1-2 paragraphs each):

1. Project Description and Activities

Describe your proposed project, the nonpoint source pollution or water quality issue it will address, and the specific education, outreach, or maintenance activities that will be completed. Please include the estimated timeline.

2. Project Goals and Objectives

What are the main goals and objectives for this project? Please include short-term and long-term goals, and describe how the project fits into local watershed goals, conservation efforts, community needs, or a DEQ-accepted Watershed Restoration Plan, if applicable.

3. Target Audience

Who is the target audience for this project, and why is this audience important to the issue being addressed? Please include the number of people you expect to reach, what knowledge, skills, or behaviors they may develop, and whether the project will benefit an underserved community or audience.

4. Evaluation

How will you know whether the project worked? Please describe how participant learning, behavior, engagement, feedback, or other project outcomes will be evaluated and reported.

5. Project Management

Who will lead and carry out this project? Briefly describe relevant experience or qualifications. If the project depends on seasonal staff, AmeriCorps/BSWC members, interns, contractors, or other time-limited personnel, explain how the project will be completed if staffing changes.

6. Partnerships

Please list any partners involved and briefly describe their contributions to the project. Partners may include agencies, community members, nonprofits, schools, private businesses, conservation districts, watershed groups, or other organizations.

7. Equipment and reusable materials

Will equipment or other reusable materials be purchased, developed, improved, or maintained as part of this project? ☐ Yes ☐ No

→ *If yes, explain where materials will be housed and maintained, including long-term plans for storage, maintenance, and training for potential staff transitions.*

8. §319 Project Connection

Is this project linked to an existing §319 project? ☐ Yes ☐ No

→ *If yes, explain how this mini-grant work is separate from, or goes beyond, education and outreach tasks already funded under the existing §319 contract.*

9. Meals and Refreshments

Will funds be used to purchase meals/refreshments? ☐ Yes ☐ No

→ *If yes, please provide a cost estimate and description of refreshments, why it's necessary refreshments are provided for this project, and the estimated number of participants. (Refreshment cost must be no more than 10% of total funding request.)*

10. First-time applicants only: How did you hear about the Water Quality Mini-Grant Program?

Section 3: Project Budget

Please fill out the mini-grant budget below. Describe specific budget items, mini-grant funding requested, non-federal match, and other secured funding sources. Please include estimated staff or volunteer rates where necessary.

319 mini-grants require a 40% non-federal match of the total project cost. (local, state, non-profit, private, in-kind, or cash match).

To calculate a 40% match on a total project cost, simply multiply the total project cost by 0.4 (which represents 40%) to find the amount that constitutes the 40% match.

Formula: Match Amount = Total Project Cost x 0.4

Example: If your total project cost is \$6000, then your 40% match would be \$2400, and you would request \$3600 in mini-grant funds.

Add rows as needed, be specific and break out costs. Add more notes in the budget notes section below as needed.

Task/Item	Total Cost	Mini-Grant Funds Requested	Match Funds (non-federal)	Match Source (non-federal)	Cash or In-Kind	Other Funds (federal or non-match)
TOTALS						

Budget Notes:

Attachments

Required Attachment: Proof of liability insurance

Optional Attachments:

- Site Photographs
- Draft participant evaluation questions
- Equipment training plans
- Lesson Plans
- Letters of Support
- Other supporting documentation applicable to your project that you feel may give the application reviewers additional insight into your project

By signing this application, I certify to the best of my knowledge that the information on this application is true, complete and accurate and that the expenditures will be for the sole purpose of this project.

Signature: _____ Date: _____

Title: _____