

# At a Glance

## Kittitas Stewardship Fund Grant Program

Purpose	The Kittitas Stewardship Fund provides financial and organizational support to community projects that incorporate sustainable recreation, benefit lands open to the public in Kittitas County, and build communities of responsible stewards.
How much money is available?	\$20,000
What is the grant limit?	\$5,000 maximum per project.
Who may apply?	<ul style="list-style-type: none"><li>● Federal Agencies</li><li>● Tribes</li><li>● State Agencies</li><li>● Cities &amp; Towns</li><li>● Nonprofit organizations</li></ul>
Where may projects be located?	Within Kittitas County, WA
Are applications limited?	An applicant or organization may submit three separate projects per grant cycle. The Steering Committee will only consider the first 30 applications submitted.
What projects are eligible?	<ul style="list-style-type: none"><li>● Creating or maintaining <b>Recreational</b> infrastructure</li><li>● <b>Restoring</b> the impacts of recreation on public lands</li><li>● Conducting <b>Planning or Assessment</b> necessary to implement recreation or restoration projects</li><li>● <b>Educating</b> visitors and future stewards</li></ul>
What type of costs are eligible for grant funds?	<ul style="list-style-type: none"><li>● Equipment purchase, rentals, and repair</li><li>● Materials and supplies</li><li>● Labor, including staff time or contract services</li></ul>
Is match required?	No, though projects with match may be ranked higher than those without.
How is my project evaluated?	Each project type is evaluated <a href="#">on a 12-point scale</a> , based on application responses.
When does the grant cycle open for applications?	September 4
When are applications due?	October 13
When are grants awarded?	November 10 (estimated)
What is the performance period?	All awarded funds must be spent by Dec 31, 2024. KSF is unable to grant extensions.

## About the Kittitas Stewardship Fund

Today, lands open to public recreation in the Upper Yakima Basin are at a crossroads. They face increasing recreational demand that land managers do not have the resources to meet. Coupled with declining or stagnant management budgets, the region is unprepared to deal with such pressures and to prepare for the future.

The Kittitas Stewardship Fund (KSF) was established in 2022 to support and augment efforts to: improve watershed health; support working forests; increase fire resiliency; conserve lands at risk of development; develop and manage recreational infrastructure; and address maintenance backlogs. KSF provides financial and organizational support to community projects that incorporate sustainable recreation, benefit lands open to the public in Kittitas County, and build communities of responsible stewards.

## About the 1% for Public Lands Grant

1% for Public Lands is a program of the Kittitas Stewardship Fund that raises money for projects that keep Kittitas County's public lands healthy, accessible, and safe for all to enjoy.

Funds are raised by participating businesses collecting a voluntary 1% donation on the gross sales of their goods and services, or voluntarily rounding the gross sale up to the nearest dollar. These business partners then send the collected donations to the KSF, which distributes the money to local projects and programs via an annual grant application process.

The KSF is fiscally sponsored by the Economic Development Group (EDGE) of Kittitas County, a nonprofit that does business as the Kittitas County Chamber of Commerce. EDGE's mission to provide economic development programs and resources throughout Kittitas County aligns with the KSF's stated goal of supporting sustainable outdoor recreation and tourism.

## General Policies

### *Timeline*

The 2023-2024 KSF Grant Cycle will open for applications on Monday, September 4. Applications are due by Wednesday, October 13. An individual applicant or organization may submit *up to three (3)* separate projects per grant cycle.

Due to limited funds and capacity, the Steering Committee will only consider the first 30 applications submitted, so we encourage interested groups to submit early! Applications will be evaluated [on a 12-point scale](#), and recipients will be announced on-or-about Friday, November 10, 2023.

All awarded funds must be spent by Dec 31, 2024. KSF is unable to grant extensions.

## *Eligible Projects*

- Recreation Projects - Projects that create or maintain recreational infrastructure, including but not limited to:
  - Trail construction or maintenance
  - Construction or improvement of trailhead facilities
  - Construction of puncheons, bridges, or other access structures
  - Permanent or temporary sanitation solutions, such as toilet facilities, handwash stations, or dumpsters
  - Creation of gear caches or other resources to help communities connect with the outdoors
- Restoration Projects - Projects that address the impacts of recreation on public lands, including but not limited to:
  - Revegetation of areas denuded by use, erosion, fire, or other disturbances
  - Removal of noxious weeds or other invasive species from a recreation corridor
  - Monitoring existing restoration sites
  - Organizing trash cleanup efforts
- Planning and Assessment Projects - Projects that conduct planning processes necessary to implement a project, including but not limited to:
  - Cultural Resources Assessments
  - Archaeological surveys
  - GIS mapping
  - Compiling NEPA/SEPA reports
- Education and Outreach Projects - Projects that create responsible stewards and recreators, including but not limited to:
  - Hosting workshops or skills clinics
  - Outdoor classroom programs or organized field trips
  - Defraying the cost of student attendance to camps or educational programs
  - Interpretive signage
  - Collateral materials like brochures, flyers, or stickers
- Discretionary Projects - Projects that meet the goals of the Kittitas Stewardship Fund, but don't fit neatly into any of the above categories. Please be prepared to explain how your project accomplishes those goals.

All KSF funded projects must be geographically located within Kittitas County, WA. However, grant recipients may source materials, contractors, and other related activities from areas outside of Kittitas County, or the State of Washington.

### *Eligible Costs*

KSF funds may be used to meet the following needs:

- Purchasing, renting, or repairing physical equipment necessary to complete a project
  - Ex: renting an excavator for trail construction; replacing first aid kits for backcountry rescue operations; renting a bus to bring students to the outdoors; drone photography for before and after reporting on a proposed restoration site; etc
- Purchasing materials and supplies
  - Ex: native plant seedlings for a tree planting event; gloves, trashbags, and trashpickers for a campsite cleanup effort; timber and hardware for puncheon construction; brochure printing costs; tents for summer campout programs; gear for aetc
- Temporary labor, including staff time or contract services
  - Ex: equipment operators for recreational facility construction; hiring professional trail crew for a backcountry trail maintenance spike; compensating interns for seasonal research, outreach, or educational roles; staff time needed to compile plans or reporting; contracting a graphic designer for interpretive signs; etc
  - Please note: KSF funds are insufficient to support an entire position, and should not be used for more than project-specific staff hours
- Match for other grant applications, provided the project aligns with KSF mission and goals.

KSF funding may NOT be used to participate or intervene in any political campaign on behalf of (or in opposition to) any candidate for public office.

Additionally, KSF will not proselytize, nor work with entities or individuals who insist on proselytizing as part of their work with KSF. This means that KSF will not offer assistance on the expressed or implied condition that people must adhere to or convert to a particular faith or listen and respond to messaging designed to induce conversion to a particular faith.

## Grantee Responsibilities

### *Reporting Requirements*

Grant recipients must submit a final written report within twenty one (21) days after the completion of the project for which the funds were intended. A link to the [Reporting Form](#) will be provided.

If requested by KSF, grant recipients must promptly provide supporting documentation, in reasonable detail, for expenditures made with KSF funding.

### *Acknowledgement*

The KSF also asks grant recipients to provide appropriate acknowledgment of the KSF's Grant Program funding, including mentioning the funding in publications, press announcements and other activities. Approved logo artwork will be provided for this purpose.

#### *De-obligation of Funds*

If the grant recipient fails to execute the project as proposed, they must remit any portion of the grant funding not yet spent or contractually committed. KSF will issue a written notice specifying the reason for return of these funds; the grant recipient must respond within five (5) business days of receiving the letter.