

# United Outdoors Conservation Fund 2019 LETTER OF INTENT

**Download and save form in order to type responses. Once complete, please email to [conservation@unionsportsmen.org](mailto:conservation@unionsportsmen.org).**

## APPLICANT INFORMATION

1. Project Name: \_\_\_\_\_
2. Full Legal Name of Organization: \_\_\_\_\_
3. Organization Website URL: \_\_\_\_\_
4. Organization Facebook Page (if applicable): \_\_\_\_\_
5. Organization Twitter Handle (if applicable): \_\_\_\_\_
6. Lead Applicant's Contact Information
  - a. Title: \_\_\_\_\_
  - b. First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_
  - c. Street Address: \_\_\_\_\_
  - d. City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_
  - e. Email: \_\_\_\_\_
  - f. Business Phone: \_\_\_\_\_
  - g. Cell Phone: \_\_\_\_\_

## PROGRAM ELIGIBILITY

Applicant organization must fall into one of the following categories below for eligibility.

### Organization Information Classification:

- Local Union Local Number: \_\_\_\_\_
- Building Trades Council
- Regional Council
- Non-Profit Organization
- Agency
- Other (Explain: \_\_\_\_\_)

Organization Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**List the name and title of the agency/organization/union head (President, Executive Director, Business Manager, etc.):**

Name \_\_\_\_\_

Title \_\_\_\_\_

## PROJECT INFORMATION

Please select the Infrastructure or Outreach category that best fits your project:

### Infrastructure

- Outdoor Recreation Access
- Wildlife Habitat Improvement
- Facility Improvement

Other (Explain: \_\_\_\_\_)

### Outreach

- Hunting
- Fishing
- Shooting
- Recreation

Other (Explain: \_\_\_\_\_)

### Projected Length/Time Needed for Completion:

USA grants will support projects up to one year

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### Partners:

Provide a brief estimate of the partners (federal, state, non-profit organizations, local agencies, etc.) and partnership funds anticipated to support the project: (Cash and in-kind support estimates will be included in the budget at the end of this application)

## PROJECT NARRATIVE

**Problem/Need to be addressed: (250 words)** Please explain project need and the objectives, which should include: How does this impact the community and the future of conservation (provide new recreational access, conservation natural resource, etc)? Is this a continuation or expansion of a project?

**Describe your organization's interest in this project and experience in conducting similar projects. (150 words)**

**Summary of Proposed Project and Anticipated Results: (350 words)** Please provide expected outcomes of the project. Some of those results may include the following outcomes. How will the project increase or augment outdoor recreational access (ex. new or expanded piers, larger shooting stations, improved habitat, etc.)? Will this include mentoring new hunters and anglers (if so, how many)? Will it introduce young adults to Union trades and skills (if so, how?)? What are the measurable impacts to the community? Will it engage new audiences? What are the provisions for long-term management and protection?

**Outreach and Communication: (250 words)** Please provide a brief communication and outreach plan for the project that educates, engages and informs the public and partners about the project. Will local, regional or national media be introduced to the project? If so, how?

**BUDGET SUMMARY**

USA grants require at least a 1:1 match, where USA grant funds account for no more than 50% of the total cost and organization/partner match and/or in-kind labor/cash account for the rest.

**Funding Requested: (Maximum annual grant is \$10,000)**

**Project Budget Categories**

Provide a summary of the proposed budget that describes project costs in each of the categories below.

**Equipment, Supplies, Materials:** Describe each item needed for the project. Enter estimated costs in the chart below.

**Event Supplies:** Describe printing or promotional supplies, tent rental, food and beverage and any supplies for events needed during or at the completion of the project. Enter estimated costs in the chart below.

**Labor:** Describe each service provided by the grantee and the partner (s). General labor may be assigned \$24 per hour, skilled labor at \$55 per hour. Please list the organizations or partner (s) anticipated to help with the project. Enter estimated costs in the chart below.

**Other:** List other project expenses (postage, thank you gifts, signage, etc.) Enter estimated costs in the chart below.

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**Project Budget Categories**

The Total **Partner Match Cash** and **In-Kind Donations** must match or exceed the USA grant funds requested. Example: \$5,000 USA grant requested (50%) with a \$2,500 partner match (25%) and \$2,500 in kind (25%)

	USA Grant Recipient Cash	Partner Match Cash	Partner Match In-kind
Equipment (saws, hammers, rental and tool equipment, etc.)			
Supplies (nails, water, fishing tackle or hunting supplies)			
Materials (lumber, roofing, etc.)			
Event Supplies (banners, food, porta-johns, tee-shirts, tent, etc)			
Labor (non-Union and Union members)			
Other (postage, signage for project, rider for insurance)			
<b>Total</b>	\$	\$	\$