Partnership Match Program

A review of the program and how to apply
Purpose of the Program

- To provide an incentive to you for all of your hard work you do for our Parks

Funding Source

- Recreation Passport
- Park Endowment Fund

Program Authorization

- Not a grant, it’s a partnership
- No money transferred to organizations
Program Review

Summary
- 8 to 12 project funded annually
- $100,000 total in state assistance provided

Examples of Past Projects
- Asbestos Abatement
- Historic Building Restoration
- Playgrounds
- Multi-use stage
- Basketball Courts
- Boardwalks
- Picnic Shelters
Partnership Scenarios

1. 501 (c)(3) gifts the money to the DNR and the State implements the project through their processes.

2. The DNR donates materials and the 501(c)(3) implements the project.

3. The DNR and the 501(c)(3) each agree to implement their own portion of the project as separately administered projects.
Eligible Applicants

501 (c)3 Nonprofit Organizations
- Friends Groups
- Nonprofit Conservation Organizations
- Community Foundations

Officially Recognized by DNR
- Memorandum of Understanding

Proof of Match
- Must have proof of available funds for 50% or more of the total project value.
Eligible Projects

- At a Parks and Recreation Division administered lands

- 50% or less of project value = $5,000 to $20,000 (State Contribution)

- Construction-based

- Work Item Proposal (WIP) or Trail Proposal (TP) approved by DNR

- 2-year max. implementation schedule
Identifying a Project

Work with your Unit Supervisor

1. Identify a project where $5,000 to $20,000 is needed from the State

2. Ensure that the project WIP or TP approved

3. Determine type of partnership scenario

4. Gift and Acceptance Agreement
   - Short form for Scenario 1
   - Long form for Scenarios 2 & 3 – insurance
Completing the Application

Section 1:
- Organization, Site and Project ID
- Project Description
- Total Project Cost, Value requested from DNR, Value provided by organization

Section 2:
- Organization History
- Recent Accomplishments
- Number of active participants
- Proof of Match
- Memorandum of Understanding
- 501(c)(3) Status
Completing the Application

Section 3:
- Partnership Scenario
- Project Scope Items for DNR
- Project Scope Items for Organization
- Estimated value
- Source of estimates

Section 4:
- Project Schedule (2 year limit)

Section 5:
- Describe the plan for long term maintenance (funding, source, endowment fund?)
Completing the Application

Section 6:
- Required Attachments

Section 7:
- Certifications from Organization
- Certifications from State
Required Attachments

- Partnership Match Program Application

- Copy of IRS determination confirming 501 (c)(3) tax exempt status

- Copy of your organization’s Memorandum of Understanding with the DNR

- Copy of draft Gift and Acceptance Agreement with the DNR, either short form or long, depending on scenario selected.

- Site Development Plan

- Proof of Match (bank statement, letters of commitment)

- Project location map as it relates to the State Park, Recreation Area or State Forest
Other Application Notes

Allowable number of project sites
- Single project, single site per application

Number of allowable applications from a single applicant
- No limit, but applications must be prioritized.

Scoring Criteria
- Address as many as you can in your description to score the most points.

Turning In the Application

e-mail: lincolnm@michigan.gov
DO NOT FAX

Mail:
PRD Planning Section – Grants Coordinator
Michigan Department of Natural Resources
PO Box 30257
Lansing, MI 48909-7757
Review Process

Please Allow Approximately 8 to 10 weeks for review
  - Partnership Match Program Committee

Conditional Award Letter
  - Sent after review process is completed
  - Requesting more information if necessary

Execution
  - Gift and Acceptance Agreement signed by both parties serves as the Memorandum of Understanding for the project
Project Implementation

Unit Supervisor
- Work with your local unit supervisor to implement the project

Progress Reports
- Due the 1st of every month in the form of an e-mail or letter

Project Close-out
- Once project is completed, a statement from your Unit Supervisor will allow the project to be closed out.
Other Funding Sources

Community Foundations
- Often act as fiduciaries for fundraising campaigns
- Some may offer grant programs
- Often community recreation focused

Private Corporations
- Start with your local Chamber of Commerce
- Large corporations often have grant programs available for non-profit organization budgets

Local Schools
- Can be a source for campaigns that are education driven (math-a-thons, read-a-thons, etc.)
Other Funding Sources

Local Units of Government
- Often recognize that parks are an economic asset
- Quality of Life

Health Care Providers
- Partner with local hospitals, rehab centers

Individuals
- Get the word out “crowd-funding”

THINK OUTSIDE OF THE BOX
Think outside of your park and your organization
Common goals and interests are everywhere

PARTNER, COLLABORATE, WORK TOGETHER