



## 2025 Green Grants – Instructions to Applicants

### Background:

Inspired by local interest in wetland protection, flood prevention, environmental education, and climate sustainability, the Green Grant Program began in 2021. Applications are encouraged from schools, nonprofit organizations, businesses, congregations, home owners associations, local clubs, and other parties located in Meridian Township.

### Eligible Projects Include:

- Native Plants, Shrubs, and Trees
- Buffer zones/natural vegetation buffers
- Rain gardens/bioswales/other green stormwater management infrastructure
- Green roofs/living walls
- Outdoor classrooms/gathering spaces
- Natural shorelines
- Wetland preservation
- Signage (educational or place making)
- Stormwater management
- Composting facilities
- Renewable energy projects
- Educational projects that involve birds, bats, trees, native plants, and pollinators.
- Habitat protection and restoration

Please refer to [www.greenschoolyards.org](http://www.greenschoolyards.org) for additional project ideas.

Projects will be evaluated, in part, based on how well they align with the goals and objectives outlined in Meridian Township's [2023 Climate Sustainability Plan](#). Please review the [2023 Climate Sustainability Plan](#) to determine if your proposed project is in alignment. Ideally, applicants will speak to how well their project aligns with the [2023 Climate Sustainability Plan](#) in their application.

### Evaluation of Applications

Applications are evaluated by the Green Grant Committee based on clarity, educational value, ecological impact, and alignment with [Meridian Township's 2023 Climate Sustainability Plan](#). The Green Grant Committee will recommend grant awards to the Environmental Commission for final approval. Please provide information requested on the Green Grant Application Form.

### Grant Award Amounts:

The Environmental Commission may award an amount that is less than the amount requested. On your application, please provide the minimum award amount you will need to proceed with the project. Applicants may also propose scaled back projects that correspond with lower grant award amounts.

Grant awards in previous years have ranged from \$300-\$4,500.

### **Timelines:**

**March 30:** Please submit application to the Green Grants Team at [dpw@meridian.mi.us](mailto:dpw@meridian.mi.us) by Sunday, March 30 at 5:00 pm. There is a white drop box in front of the Meridian Township Municipal Building (5151 Marsh Road, Okemos) if an applicant would like to submit their application in a hard copy format. There may be an opportunity for a second application window if there are uncommitted funds after the first round of applications.

**March 31-April 1:** Green Grant Committee begins review.

**April 2:** Green Grant Committee presents recommendations to the Environmental Commission at their regularly scheduled meeting for their approval. The Environmental Commission is scheduled to meet at 7:00 pm in the Town Hall Room of the Meridian Township Municipal Building (5151 Marsh Road, Okemos).

**April 7-11:** Township staff present the awardees with the 2025 Green Grant Agreements. The Township provides 50% payment upon receiving the signed grant agreement. The remaining grant funds will be paid out once the project has been completed, a site inspection has been completed by Township staff, and the Township receives an invoice for the remaining balance from the grant recipient.

**September 5:** Grant recipients must provide a written progress report, including pictures and other documents, that give a detailed but concise overview of the work that has been completed to date, what work is outstanding (if any), and a project schedule for all remaining work (if any).

**October 1:** Township staff present to the Environmental Commission and Township Board on the current status of all 2025 grant awards.

**December 31:** Project completion deadline (unless the grant recipient requests an extension in writing and it is approved by the Township).

### **Questions**

For questions, please contact the Meridian Township Department of Public Works & Engineering at [dpw@meridian.mi.us](mailto:dpw@meridian.mi.us).

**Please fill out the application on the next page.**



## 2025 Green Grants Application

Applications are due by 5:00 pm on Sunday, March 30, 2025\*

In previous years, grant awards ranged from \$300 to \$4,500

\*Depending on the number of applications received during the initial grant application window from March 19-30, the Township may hold a second grant application window in April 2025.

**Date:**

**Name of Organization:**

**Primary Contact:**

**Phone:**

**Cell:**

**Email:**

**A brief description of the project (i.e. location, scope of work, etc.):**

**Does the project align with [Meridian Township's 2023 Climate Sustainability Plan](#)? If so, please explain:**

**Team leader(s) and team member(s):**

**Outreach plan to inform the community:**

**Expected materials and/or services required to complete the project:**

**Project schedule (The grant agreement requires that projects be completed by December 31, 2025. The Township is willing to grant extensions if needed, but the applicant is required to request extensions in writing):**

**Total Project Budget:**

*Matching and/or in-kind contributions are encouraged. In-kind contributions are goods and/or services/labor hours that are donated toward the project (e.g. plants donated, volunteer labor hours, etc.). If proposing matching and/or in-kind contributions, please provide estimated amounts in your project budget. In-kind contributions can be quantified by simply listing the estimated number of volunteer hours that will be contributed through completion of the proposed project.*

**Award Amount Applied for: \$ \_\_\_\_\_**

**How scalable is the project?**

*The Township may not have available funds to award the full requested amount. Please explain if the project could be scaled back and list the minimum award amount your organization would need to proceed with a project.*

**Minimum Award Amount Required to proceed with a scaled back project: \$ \_\_\_\_\_**

**Attachments: Please include a [W-9 form](#). Other optional items might include an operation and/or maintenance plan, pictures, rough designs/concept drawings, etc. Please list attachments:**

- 1.