



MEMORANDUM

PO Box 2308 • 249 Warren Ave • Silverthorne, CO 80498 • 970-468-0295 •
Fax 970-468-1208 • www.nwccog.org

To: NWCCOG Members
From: Jon Stavney, NWCCOG Executive Director
Date: August 20, 2020
Re: 2020 Mini-Grant Announcement

Funding for this program comes directly to NWCCOG via a grant from DOLA. The total amount varies annually. This year we have **\$20,000 for the 5 county region.**

Submissions received by Sept 1st will be ranked on a spreadsheet to be approved via email input from the NWCCOG Executive Committee if there is competition. If requests are equal or less than the pool, The NWCCOG Executive Director is authorized to approve and proceed with notices. Because of the timing jurisdictions are not expected to fund a “new” project, so it is ok if this grant goes towards an effort already budgeted. Preference is given to impactful projects for smaller jurisdictions.

DOLA min-grant guidelines as such are:

- Mini-grant programs are **capped at \$5,000 per project**, on a cost-sharing basis between local governments and COGs. Only NWCCOG member jurisdictions may apply for funds.
- Technical assistance projects or programs such as: GIS services, organizational facilitation, retreat facilitation, support for planning efforts such as Broadband Local Technology Planning Groups, and project-specific support (e.g., grant writing, project development, and documentation);
- Regional studies and plans such as: second home studies, regional benchmark reports, regional salary comparisons, and regional housing studies;
- Funding is not available for general administration (defined as the costs associated with the overhead operations and personnel costs of a COG).
- Other grant dollars may not be used as a local match.

Making a qualified reimbursement Request:

- Each project must have a local dollar-for-dollar local match from the proposing jurisdiction.
- **Application consists of an e-mail to jstavney@nwccog.org received by Sept 1th with a description of the project, contact person, total budgeted cost of the project (vendor proposal if possible) and grant amount requested and will be accepted on a rolling basis after that for utilization of any remaining funds.**
- This is a reimbursement grant, so documentation for reimbursement will require vendor invoice, and copy of check paid to vendor for NWCCOG to submit to DOLA for reimbursement. Notice of award will be no later than Sept 1th (and on rolling basis thereafter). Projects must begin and be completed in 2020 with documentation received prior to December 31, 2020 in order to qualify for reimbursement through NWCCOG from DOLA.
- If there is significant interest in Mini-Grants beyond current allocation provided in the DOLA grant the NWCCOG Executive Director will seek to reallocate unused grant funds to meet requests.