

# Spring 2024 Grant Cycle Timeline

(Timelines are subject to change)

- Monday, February 26, 2024 - Grant application(s) become available on the Adams County website.
- Friday, February 9<sup>th</sup>, 2024 - Deadline to request sponsorship from Adams County
- January and February – Applicant Appointments. If you would like to apply for a grant and want to review your project with Open Space staff, we are more than happy to meet with you, [rareichow@adcogov.org](mailto:rareichow@adcogov.org) or call 303.637.8102
- **Friday, March 29<sup>th</sup> – Deadline to submit grant(s) online by 4:30 p.m.** For questions, please email Rae-Anne Reichow at [rareichow@adcogov.org](mailto:rareichow@adcogov.org) or call 303.637.8102
- Monday, April 1<sup>st</sup> through Friday, April 1<sup>th</sup> – Staff reviews applications
- Friday, April 5<sup>th</sup> – Deadline for the following:
  - a) For full grant requests: Applicants submit a five-minute video presentation from the project site. Video is shared with OSAB to view prior to the presentation meeting.
  - b) For full grant requests: Project presentation(s) in PowerPoint format for the OSAB Grant Presentation Meeting. Applicants will present a five-minute presentation at the Presentation meeting. **\*Do not include dollar amounts in Power Points or videos! \***

## **UPDATES** for Mini Grant Applications:

- c) *MINI GRANTS APPLICATIONS NOW REQUIRE A SITE VIDEO OR A POWERPOINT. Applicants can choose to submit either a PowerPoint or video. Submissions will be shared with the OSAB prior to the presentation meeting. Presentations for mini grants are still not required. If time allows, presentations may be permitted.*
  - Funding for Mini Grants is limited to 2 percent of the total available funds. If requests exceed 2 percent of the total available funds, the OSAB will score mini grants
  - Please email your video presentation and PowerPoint presentation to Rae-Anne Reichow at [rareichow@adcogov.org](mailto:rareichow@adcogov.org)  
**\*Do not include dollar amounts in Power Points or videos! \***

## Helpful information to include in Videos and Power Points:

- Project location, project timeline, community need and project support, the use of sustainable materials, energy and water efficiency, conservation of open space, inclusivity of projects for people of all abilities.
  - More can be found in the Policies and Procedures:  
[https://adcogov.org/sites/default/files/2023-01/Open\\_Space\\_Policies\\_Procedures\\_v2022.11.29.pdf](https://adcogov.org/sites/default/files/2023-01/Open_Space_Policies_Procedures_v2022.11.29.pdf)  
(See Application Criteria and Scoring)
- Monday, April 15<sup>th</sup> - Staff provides applications and score sheets to OSAB.

- Wednesday, April 24th – **OSAB Presentation Meeting** (In-person or via Zoom)  
Applicants present projects to the OSAB. Presentations are limited to five minutes per application and are for informational purposes only; presentations are not scored. The OSAB is given five minutes per application to ask questions of the applicant. Public Comment period follows presentations. Presentations are not required for Mini Grants.  
Zoom Invite is posted here: <https://adcogov.org/open-space-advisory-board>
- Thursday, April 25<sup>th</sup> through Friday, May 3<sup>rd</sup> - OSAB submits questions regarding projects to Open Space staff.
- Monday, May 6<sup>th</sup> - Open Space staff forwards the questions to applicants.
- Wednesday, May 10<sup>th</sup> – Deadline for Applicants to send responses to Open Space staff. Open Space staff forwards responses to OSAB.
- Monday, May 20<sup>th</sup> – Deadline for OSAB to submit scores.
- Wednesday, May 29<sup>th</sup> – **OSAB Recommendation Meeting (TBD: In-person, via Zoom or Hybrid)**  
Applicants are given time to address any questions posed by the OSAB. OSAB makes final recommendations for funding.
- Tentatively June 4th, 2024 – A study session is scheduled with the BoCC. The BoCC reviews OSAB recommendations and makes final decision for funding. (Pending availability of the BOCC)
- Tentatively June 18th or 25th- Public acknowledgement and the distribution of a Grant Agreement between the Adams County Open Space Program and successful grant applicants who will be receiving reimbursements. (Pending availability of the BOCC)

Notice of Meetings, Agendas and Minutes are posted here:

<https://adcogov.org/open-space-advisory-board>

All dates are subject to change, please check back regularly for updates.

For program information, visit:

<https://adcogov.org/open-space-grant-information>