

Greenville County Historic and Natural Resources Trust Grant Process

1. REQUEST FOR PROPOSALS/APPLICATIONS

- a. When funding is available the Trust will hold three grant cycles each year
 - i. Open January 1 / Close April 1
 - ii. Open May 1 / Close August 1
 - iii. Open August 1 / Close November 1
- b. During any open cycle Eligible Entities may submit online applications for consideration
 - i. Applications may be submitted at any time within an open window, but final decisions will not be made until after the cycle closes

2. APPLICATION REVIEW

- a. The Trust Grants Committee will review and rank all proposals in Executive Session to protect the privacy of individual landowners
- b. Reviews by the Committee will typically occur within 30 days after the cycle closes and a final decision by the Board within 90 days of the cycle close date
- c. Based on available funding and ranking scores, the Committee will recommend a slate of proposals for Board consideration
 - i. Should the Board approve a single grant \geq \$200,000 the project then must be considered by County Council
 1. The Board will recommend the project to Council's Finance Committee for review
 2. If approved by the Finance Committee the project will then be submitted to the full Council for consideration
 3. To be approved for funding, the project must be subject to a Council Public Hearing and then be passed by a majority vote at three readings
 - ii. Individual projects $<$ \$200,000 may be approved by the Trust Board

3. NOTIFICATION OF APPLICANTS

- a. Within 90 days of the cycle closing date, the Board will inform Applicants of its decisions
 - i. Projects not approved for funding
 1. Projects may be submitted for consideration in a subsequent cycle
 - ii. Projects approved for funding
 1. The Committee will complete due diligence to ensure all things are in order
 2. Upon submission of all required documents, a grant agreement will be issued
 3. Funding will be released to an escrow account with the project closing attorney when the Eligible Entity provides documentation of closing

4. PUBLIC NOTIFICATION

- a. For non-funded projects, the Trust will post on its website only a summary, without details or landowner information
- b. Funded projects, where a grant agreement is in place, will be posted on the Trust website with relevant details and, depending upon landowner and/or Eligible Entity wishes, may be publicized via media

5. POST AWARD FOLLOW-UP

- a. The Eligible Entity must provide copies of any required annual inspection reports (e.g., those necessary to monitor conservation easements) for a period of three years following the grant