



LAKE FOREST PARK ENVIROMENTAL MINI-GRANT PROGRAM

ABOUT THE PROGRAM

In December 2005 the Lake Forest Park City Council approved a request from the Environmental Quality Commission to launch an Environmental Mini-Grant program. The program is designed to provide an incentive to residents to improve our natural environment by partnering with the City. The mini-grant program provides for up to \$500 reimbursement from the City per application. To encourage partnerships between neighbors, the City will reimburse projects with two or more landowners at a rate of 75% of eligible expenses; single landowner projects will be reimbursed at the rate of 50% of eligible expenses.

PROGRAM GOALS

- Foster awareness, stewardship, and improvement of the natural environment.
- Contribute to regional species recovery and watershed protection and restoration.
- Create and fund partnerships between the City and community.

ELIGIBLE APPLICANTS: Individuals; Business owners; Non-profit/community groups.

GRANT PROCESS

Application

1. Fill out and sign the application form, available at City Hall. Applications will be accepted and reviewed on a first come, first served basis.
2. No application will be accepted after the last Wednesday in September for current year projects.
3. The application, with photos, should be turned into City Hall in person or mailed to the address below. The date and time at which your application is received will be noted.

Environmental Quality Commission
City of Lake Forest Park
17425 Ballinger Way NE
Lake Forest Park, WA 98155

Review

1. The Environmental Quality Commission (EQC) will review all applications and recommend awards, to then be approved by the Mayor.
2. The EQC will review all applications submitted by the last Wednesday of each month at the next regular EQC meeting. The EQC may conduct a pre-proposal site visit to gather additional information. If this is requested, the applicant will be called to inform them and arrange a mutually agreeable time.

Notification

1. Upon approval by the Mayor, the applicant will be informed of acceptance and any permits required.
2. Only after being informed of acceptance should the applicant begin the proposed work. The City will not reimburse expenses for costs incurred prior to notification of acceptance by the City.

Reimbursement

1. This is a reimbursement program. You will only receive payment for approved expenses after project completion and approval by the City.
2. Upon project completion the applicant should notify the City, in writing, and include:
 - a. Post project photos
 - b. An itemized list of all reimbursable expenses, including original receipts.
3. Once the City has been notified of completion of the project, a member of the City staff and a member of the EQC will conduct a post-project inspection and upon approval, will inform the City for final payment.
4. All projects must be completed within the calendar year the application is submitted and accepted, including post-project photos and requests for reimbursement from the City.

EXAMPLE OF PROJECTS ELIGIBLE FOR FUNDING:

For 2006, the mini-grant program is focusing on restoration of riparian (streamside) habitats, such as:

- Removing non-native invasive plant species from aquatic habitats and restoring native plant species and riparian vegetation.
- Replacing lawns with native plants near streams and wetlands.
- Creating native buffers between lawns and rivers, streams, or lakes.
- Replacing non-native vegetation with native species.
- Installing less water – and chemical-intensive alternatives to grass lawns.
- Removing fish passage blockages that are located on private property and located within a lake, stream, or wetland.
- Removing bank armoring where it had been installed to protect from flows associated with waterways.
- Re-establishing creek connectivity where connectivity has been disrupted.
- Improving onsite stormwater infiltration and management
- Other similar projects may be submitted for review.

Sensitive areas

If your proposed project involves a sensitive area (for example, along a stream, near a wetland or lake), depending on what you are removing and how you are removing it, you may need a Sensitive Area Permit.

For further information contact the Lake Forest Park Planning Department (206) 368-5440.

The funding level for this program is determined by the City Council annually. Once the total funds available have been committed, no more projects will be accepted for that calendar year. The Mini-Grant program currently has \$2,500 dollars for projects to be completed in 2007.