



**Partners in Conservation (PIC) Grants Policy 3.2.3**  
East Multnomah Soil and Water Conservation District

8/27/2024

Issue	Description
1. Goals	The Board authorizes the grant program goals presented by Staff. The Partners in Conservation (PIC) Grants Program supports community projects to improve soil health and water quality, reduce and address climate impacts, increase conservation practices in agriculture and community gardens, support conservation education programs, and fish and wildlife habitat restoration. These grants also increase conservation benefits for communities experiencing disparities in environmental health, environmental education, and natural amenities. Community-led projects serving diverse communities, youth and families receive funding.
2. Outreach / Project Solicitation	Staff develops outreach strategies, materials, and messages to be included on the district website and shared via various communication outreach and engagement efforts. Board members have access to information to share the opportunity with community partners.
3. Transparency, Conflicts, and Disclosure	Board and staff members (including the Executive Director) reviewing and/or approving grant proposals will take actions as dictated by the State's Ethics law and must abide by EMSWCD's policy on Grant Disclosure and Bias (Policy 3.2.1).
4. Application Process	Proposals are submitted to Staff for review for completeness and eligibility requirements.
5. Application Materials	PIC Grant application materials are developed by EMSWCD staff and updated annually.
6. Proposal Development and Presentation	To reduce barriers to accessing these grants, staff may assist applicants in preparing applications and through the review process.
7. Entity Eligibility	Applicant is a nonprofit 501(c)(3), educational institution, Tribal entity, and/or has a fiscal sponsor that meets this criterion.
8. Project Eligibility	Proposals must satisfy all of the following eligibility criteria: <ul style="list-style-type: none"> <li>• Project is located within the EMSWCD service area or serves its residents</li> <li>• Project shows a clear public benefit and advances the District's Strategic Plan (2023-2027)</li> <li>• Project meets one or more of the Grant Program Goals.</li> </ul>
9. Funding Level	The total budget for PIC grants is approved annually by the Board of Directors. Staff may request changes to the grant request maximum/minimum and approved by the Board of Directors in the budget process.



**Partners in Conservation (PIC) Grants Policy 3.2.3**  
 East Multnomah Soil and Water Conservation District

8/27/2024

10. Program Duration	Ongoing program. Funding for PIC Grants are included in the District’s annual budget approved by the Board of Directors.
11. Application Evaluation Process	A committee appointed by the Board of Directors reviews and recommends applications for funding to program staff. Board members may be appointed and participate on the PIC Grant Review Committee. Only one or two members of the Board should participate in any single granting year (avoiding a quorum).
12. Funding Recommendations	Staff presents to the Board of Directors grant proposals and funding amounts that most strongly meet PIC Grant goals and criteria based on the PIC Grant Review Committee’s recommendations.
13. Project Approval	The EMSWCD Board of Directors approves the final slate of grant awards and amounts. Decisions made by the Board of Directors are final.
14. Project Duration	Project scope can be completed in 1-2 years (grant funding agreements may be extended administratively by staff with a contract amendment).
15. Project Tracking, Reporting, and Follow up	All PIC grantees are required to submit a mid-year and final report. PIC Grants may be up to two years in duration.