

## GRANT AWARD AGREEMENT

### *Fiscal Year 2021 Class B Education Incentive Grant Project*

**THIS AGREEMENT**, made and entered into on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_, by and between the **LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT (LFUCG)**, an urban county government of the Commonwealth of Kentucky, pursuant to KRS Chapter 67A (hereinafter "Government"), on behalf of its Division of Water Quality, and **LEXINGTON CENTER CORPORATION**, 430 WEST VINE STREET, LEXINGTON, KENTUCKY 40507 (hereinafter "Grantee").

#### **WITNESSETH:**

**WHEREAS**, the Grantee is a documented fee-payer of the Government's Water Quality Management Fee; and

**WHEREAS**, the Grantee has proposed a need for the funds requested to develop and implement a proposed project by submitting a valid grant application; and

**WHEREAS**, the Grantee's grant application has been reviewed and selected for funding by the LFUCG Water Quality Fees Board in accordance with Sections 16-408 and 16-410 of the LFUCG Code of Ordinances; and

**WHEREAS**, the Government has funds available through the Stormwater Quality Projects Incentive Grant Program to assist qualified Grantee in the development and implementation of projects that meet the goals of the program; and

**WHEREAS**, the Grantee desires to implement a specific project that meets one or more Incentive Grant program goals to improve water quality, reduce stormwater runoff, and provide public or private education related to stormwater quality; and

**WHEREAS**, any such improvements funded by the Government shall benefit the public through installed improvements and/or educational programming;

#### **THAT FOR AND IN CONSIDERATION OF THE MUTUAL PROMISES AND COVENANTS HEREIN EXPRESSED, GOVERNMENT AND GRANTEE AGREE AS FOLLOWS:**

- (1) Government hereby grants the Grantee the sum of **\$35,000.00** (hereinafter "the Grant"), for use in implementing the project elements as listed in Attachment A which is incorporated herein by reference as if fully set out herein.
- (2) The Grantee shall provide equal opportunity in employment for all qualified persons; prohibit discrimination in employment because of race, color, creed, national origin, sex, age between 40 and 70 or disability; promote equal employment through a positive, continuing program of equal employment; and cause each of its subcontractors to do so. This program of equal employment opportunity shall apply to every aspect of its employment policies and practices.
- (3) The Grantee agrees to match the Grant above the first \$2,500.00, with contributions, labor and other services equal to or greater than 20% of the total project costs.
- (4) The Grantee agrees to use the Grant only for the activities set forth in Attachment A.
- (5) The Grantee agrees to perform periodic reporting as detailed in Paragraph 6 herein below, and produce a Project Final Report within 30 calendar days of the completion of the project elements in digital and hard copy following a standardized format to be provided by the Government sum-

marizing all work completed and detailing the total expenditures, grant reimbursements, and match.

- (6) The Grant to the Grantee shall be disbursed in the following manner:
- (a) The Grantee shall submit at least once every 3 months, if not specified otherwise in Attachment A, a Request for Funds to the Government's Grant Manager designated by the Director of the Division of Water Quality for the project. Each Request for Funds shall include documentation that the Grantee has already expended the requested funds or shall be in a position to expend properly the requested funds within thirty (30) days of receipt of the funds. The Request for Funds shall include full accounting of these eligible grant-related expenses, as listed in Attachment A. Copies of invoices, purchase orders, or receipts showing vendor, date, amount, and items purchased or ordered shall be provided with the Request for Funds. For project specific personnel costs and stipends, documentation of all billed hours shall include copies of employee timesheets, hourly payroll rate, and description of work performed for hours billed.
  - (b) Each Request for Funds shall be accompanied by a Project Status Report describing the progress of the project to date, including a description and schedule of all activities completed, and hardcopy or electronic copies of materials completed and/or used to date. For educational events, copies of the class rosters or sign-in sheets documenting the number of attendees and evaluation forms shall be provided.
  - (c) Each Request for Funds shall include documentation of all of the Grantee's Match Costs listed in Attachment A and claimed for the prior period. For cash expenditures this shall include receipts, showing vendor paid, date, amount, and items purchased. For donated project specific personnel costs and stipends, documentation of all billed hours shall include copies of employee timesheets, hourly payroll rate, and description of work performed for hours donated. For in-kind volunteer hours this shall include sign-in sheets describing the events with signatures, name, address, time in, time out, for each participant (volunteers must be 12 years of age or older). For mileage, this shall include driver name, type of vehicle, location to and from, date, and total miles driven.
  - (d) The Government's Grant Manager shall review each Request for Funds and supporting documents for compliance with the terms of this Agreement and the guidelines of the Stormwater Quality Projects Incentive Grant Program. If the Grant Manager finds the Grantee's Request for Funds is in compliance with the terms of this Agreement and the guidelines of the Stormwater Quality Projects Incentive Grant Program and that the activity progress and management program of the Grantee satisfy the terms of the grant award, he or she shall approve the Request for Funds and forward it to the Division of Accounting for payment.
  - (e) Should the Government's Incentive Grant Program Administrator determine that the Grantee is not in compliance with the terms of this Agreement and/or the Stormwater Quality Projects Incentive Grant Program, including deficiencies in progress and management of the project, the Division of Water Quality shall notify the Mayor's Office and the appropriate district Council person and shall meet with the Grantee on matters that prevent approval of the Request for Funds. Failure to resolve any such matters to the satisfaction of the Government may lead to termination of the Agreement for cause pursuant to Paragraph 11 herein below.
  - (f) The Government shall release payment of the final 5% of the Grant only after receipt and acceptance of the Project Final Report. The Government's Grant Manager shall review the Project Final Report and provide comments to the Grantee within 15 calendar days or, if acceptable, forward approval to the Division of Accounting for payment.

- (7) The Grantee agrees to obtain written approval from the Government's Grant Manager or Program Administrator for any proposed changes to the Project Team or Project Plan as listed in Attachment A prior to implementing the changes. Failure to gain written approval prior to making changes may lead to termination of the Agreement for cause pursuant to Paragraph 11 herein below.
- (8) The term of this Agreement shall be from the date of this Agreement until completion of the project outlined herein. The Grantee agrees to complete the project within 15 months. The Grantee agrees to obtain written approval from the Government's Grant Manager or Program Administrator for any time extensions beyond the schedule. Failure to gain written approval prior to making changes may lead to termination of the Agreement for cause pursuant to Paragraph 11 herein below.
- (9) The Grantee understands that the Grant shown herein in Paragraph 1 is a not-to-exceed amount, and any additional funding needed to complete the project elements listed in Attachment A is the responsibility of the Grantee. If it becomes apparent to the Grantee or the Government that the Grantee will be unable to complete the project either in the manner or for the amount described in this Agreement, then the Grantee must immediately notify the Government's Grant Manager and Program Administrator by providing a complete and detailed written explanation of its inability to comply with the terms of the Agreement. The Grantee must further provide the Government's Grant Manager and Program Administrator with a complete and detailed written explanation of any proposed changes, and the reasons for those changes.
- (10) The Grantee asserts that it is in full compliance with all applicable provisions of the Lexington-Fayette Urban County Government's Code of Ordinances Chapter 5 – Buildings and Building Regulations, Chapter 7 – Finance and Taxation, Chapter 12 – Housing, and Chapter 16 – Sewage, Garbage, Refuse, and Weeds, or in compliance with Kentucky Department of Housing Buildings and Construction rules and requirements as is appropriate for those state institutions, parcels or buildings which are subject to state regulations and oversight as opposed to local ordinances and regulations. If the Grantee becomes out of compliance with any of these provisions, it will contact the Government's Grant Manager and Program Administrator immediately. Failure to resolve any such matters to the satisfaction of the Government may lead to termination of the Agreement for cause pursuant to Paragraph 11 herein below.
- (11) If, through any cause, the Grantee shall fail to fulfill in timely and proper manner its obligations under this Agreement, or if the Grantee shall violate any of the covenants, agreements or stipulations of this Agreement, the Government shall thereupon have the right to terminate this Agreement by giving written notice to the Grantee of such termination and specifying the effective date thereof, at least five (5) calendar days before the effective date of such termination. In that event, all finished or unfinished documents, receipts and reports prepared by the Grantee shall, at the option of the Government, become its property and the Grantee shall immediately repay to the Government all monies received pursuant to this Agreement less any amount representing just and equitable compensation for the Government's share of any satisfactory work completed pursuant to the Agreement.
- (12) This Agreement may not be modified except by written agreement of the Government and the Grantee.
- (13) The Grantee agrees to comply with all applicable local, state, and federal rules, regulations, ordinances, and laws in implementation of the project.
- (14) The Grantee agrees to allow the Government access to perform monitoring of the project elements for compliance with this Agreement.

- (15) In any written or oral communications, the Grantee agrees to identify the Lexington-Fayette Urban County Government as the source of the above referenced funds; the Grantee shall not specifically identify any individual or elected official as being responsible for the funds donated by the Government.
- (16) The Grantee agrees to allow the Government to publicize the Grantee's project through the Government's website and other media.
- (17) The Grantee agrees to reference the Lexington-Fayette Urban County Government's Water Quality Management Fee and the Stormwater Quality Projects Incentive Grant Program as a source of funding for the project on any permanent signage or educational brochures, presentations, websites, etc. produced using grant monies.
- (18) For any project which includes the installation of permanent capital infrastructure listed in Attachment A, the Grantee agrees that the Government is authorized to erect and maintain permanent signage at the location of the permanent capital infrastructure, referencing the Water Quality Management Fee and the Stormwater Quality Projects Incentive Grant Program as a source of funding for such permanent capital infrastructure. In the event that permanent signage is installed by the Government, such signage shall not be removed except upon written approval by the Government. Provided, however, that nothing herein shall require the installation of signage by the Government nor prohibit the Government from removing any signage so installed.
- (19) The Grantee agrees to prepare class rosters or sign-in sheets and provide evaluation forms to the attendees for any educational event funded by the Grant.
- (20) Equipment purchased or facilities constructed by the Grantee with the Grant for use on this project will remain in service and maintained by the Grantee or its members per the terms listed in Attachment A. Equipment purchased by the Grantee with the Grant for use on this project will remain the property of the Grantee unless otherwise noted in Attachment A.
- (21) The Government assumes no responsibility whatsoever in the Grantee's project activities. Grantee shall, to the extent allowed by Kentucky law, defend, indemnify, and hold harmless Government from and against all liability, claims, losses, actions, costs, expenses, obligations, fines, and assessments of whatever kind, including defense costs and attorney's fees that are in any way incidental to or connected with, or that arise or are alleged to have arisen, directly or indirectly, in whole or in part, from or by Grantee's or its contractor(s), agents, or assigns, negligent acts or misconduct, or errors or omissions, in connection with the activities carried out pursuant to this Agreement, the Grant award or the Stormwater Quality Projects Incentive Grant Program.
- (22) The Grantee is solely responsible for assuring that adequate and appropriate insurance or other necessary coverage is maintained during the term of this Agreement.
- (23) The Grantee's sole remedy for a breach of this Agreement by the Government shall be limited to the amount of the Grant.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement at Lexington, Fayette County, Kentucky, this the day and year first above written.

**LEXINGTON-FAYETTE URBAN COUNTY  
GOVERNMENT**

BY: \_\_\_\_\_  
LINDA GORTON, MAYOR

ATTEST:

\_\_\_\_\_  
CLERK, URBAN COUNTY COUNCIL

**Grantee Organization: LEXINGTON CENTER CORPORATION**

**430 WEST VINE STREET**

**LEXINGTON, KY 40507**

BY: \_\_\_\_\_  
NAME: William Owen  
TITLE: President

The foregoing Agreement was subscribed, sworn to and acknowledged before me by  
William Owen, as the duly authorized representative for and on behalf of  
Lexington Center Corporation, on this the 4<sup>th</sup> day of December, 2020.  
My commission expires: April 7, 2024. My Commission # KYNP5407  
Suzanne Lee Shaffar  
NOTARY PUBLIC



**ATTACHMENT A**  
**to the GRANT AWARD AGREEMENT**  
**between Lexington-Fayette Urban County Government (LFUCG) and**  
**Lexington Center Corporation**

**GRANT PROGRAM** 2021 Stormwater Quality Projects Incentive Grant Program  
Class B Education Projects

- Funded through the LFUCG Water Quality Management Fee
- Administered by the LFUCG Division of Water Quality in the Department of Environmental Quality & Public Works

**PROJECT TEAM AND CONTACT INFORMATION**

**Grantee Organization:** Lexington Center Corporation  
430 West Vine Street  
Lexington, KY 40507  
KY Organization #0031018



**Primary Project Contact:** Allison Lankford  
859-281-8420 (phone)  
allison@townbranchpark.org (email)



**Secondary Project Contact:** Eileen Phillips  
313-204-5985 (phone)  
eileen@townbranchpark.org (email)

**Project Manager:** Allison Lankford  
859-281-8420 (phone)  
allison@townbranchpark.org (email)

**Project Team Members:** Allison Lankford, Grant Manager  
Eileen Phillips, Town Branch Park Advancement Coordinator  
Gresham Smith, Grant Advisor  
Louis Johnson Project Executive  
Erin Hathaway, Project Manager

**Collaborating Organization Contacts:** Ward Wilson, Executive Director, Kentucky Waterways Alliance  
Tresine T. Logsdon, Energy & Sustainability Curriculum Coordinator  
Fayette County Public Schools

**Key Stakeholders:** Kentucky Waterways Alliance (KWA)  
Bluegrass Youth Sustainability Council  
Town Branch Park (TBP)

**PROJECT PLAN ELEMENTS**

The Town Branch Park (TBP) will support the following three main goals during the design process for Town Branch Park. The first is to generate meaningful engagement and education around stormwater during design. The second is to define Town Branch Park's role as innovative and vital infrastructure. Last, but not least, the project hopes to create pathways to stewardship and advocacy for water quality and long-term park support.

1. **Education** – The educational component focuses on creating meaningful public engagement during the design process, ideally between the 30-60% design milestones. At this stage the design details will be emerging, and the public will learn about the potential of the park and be able to give input. The design team will have two tasks in this phase.
  - a) **Task 1:** The design team will utilize this grant to go beyond creating a design, and thoroughly evaluate and communicate Town Branch Park's approach to stormwater quality and quantity Best Management Practices (BMPs). This process will result in engaging and educational visual communication tools which showcase the park's ecological benefits at multiple scales from the Town Branch watershed, to micro-drainage areas within the 9-acre site. These tools

will help build public support for the value of clean water, as well as support for the park itself.

- b) *Task 2:* The design team will present design ideas using innovative visual communication techniques in a public forum through a series of public engagement methods. The goal will be to educate the public and gather feedback on the BMPs being deployed in the park design. The educational engagement methods will be varied and will no doubt be influenced by the COVID-19 pandemic. The design team will work with key stakeholders and the grant manager to decide on final approaches for engagement, but the design team and TBP will be prepared to offer either in person or virtual events at multiple scales as allowed or feasible. It is anticipated that a suite of digital / virtual engagement opportunities and hard copy materials will be necessary.

Based on circumstances surrounding COVID-19, upon receipt of grant funds, the design team will implement at least three of the following communication strategies:

- Social media campaign materials
- Dedicated TBP website page focused on environmental benefits of the park
- Town Branch Park Board educational meeting to ensure top leadership understands the water quality benefits of the park.
- TBP Partner in person or virtual presentations
- E-mail blasts through TBP and partner organizations' list serves
- Hard copy brochure materials for distribution
- Online survey for feedback on design / Best Management Practices

2. **Public Involvement** – The public involvement component includes *hands-on activities*, as well as a final *design presentation* of the Town Branch Park.

- a) The park *design presentation* will include distribution of the completed informational graphic documents summarizing the water quality and quantity BMPs being deployed at Town Branch Park and the associated community benefits.

- b) The *hands-on activities tasks* will be based on one of the following ideas:
- **Citizen Scientists:** The organization would work with the Bluegrass Youth Sustainability Council in a small group format (8-10 people), to collect samples and do some ecological assessments of the stream corridor. With the small number of people, TBP Partners can work around accessing the stream in a few different locations at the park site, in the distillery district, and at potentially a more rural location.
  - **Watershed Tour & Stream Clean-up / Celebration Event:** This would be a two stage event starting with the watershed tour and stream cleanup. Ideally it would begin at the beginning of Town Branch Commons at Midland and Third Street with a discussion about the watershed of Town Branch, the role of green infrastructure along the corridor and the implications of litter within the watershed (while picking up trash). The tour would go from Third Street and Midland Avenue, “south” along Midland Avenue, to Vine Street, to the convention center, stop by the creek site and most likely end at the celebration event. If the celebration event cannot happen on-site due to construction conflicts, there are three potential alternative locations: 1) the Jefferson Street parking lot that dead ends into the park site (where the big signs are today along Main Street); 2) the Manchester Music Hall Parking lot, which backs up to the stream, and 3) the other would be somewhere in the Distillery District like the patio near Goodfellas Pizzeria. Priority being on the easiest location with most visible relationship to the stream itself.

- For both activities, the stream in the Rupp Arena Parking Lot is Location Choice #1 and downstream toward the Distillery District is Location Choice #2.

## **TARGET AUDIENCE**

1. **Park Partners** – Town Branch Park will be a city-wide and regional resource. The target audience for these communications will be the Town Branch Park Partners and their respective constituents / audience members. The Town Branch Park Partners represent a diverse group of Lexington organizations and individuals who were convened in 2018 to help ensure TBP’s design, programming, and operations exemplify equity, fairness, and inclusion. This work will also reach the members and audience of the Kentucky Waterways Alliance (KWA), which is a statewide water quality-focused organization.

In addition to the Park Partners and KWA, this work will directly engage and communicate with the Town Branch Park Board on issues to ensure the park's most influential decision makers are deeply engaged and fully understand the potential benefits of Town Branch Park for local and regional water quality and quantity issues.

2. ***Citywide, Regional, and National Audiences*** – While the organizations above will be the principal audiences, TBP anticipates the design of Town Branch Park and supporting communications will be relevant and interesting to local, regional, and national media. TBP and the design team will be fully prepared to elevate this work to ensure that the potential of the park, as well as the importance of the Stormwater Quality Projects Incentive Grant Program are celebrated for the massive benefits they will provide.

### **PROJECT SUSTAINABILITY**

Town Branch Park is already working with Agora Partners, national experts in programming and sustainability, to develop a comprehensive long-term programming plan for the park that complements the design, while honoring the history and ecology of the space.

TBP is working to create a wide-ranging plan for programming the park with an array of activities, and then making sure the park's design is built around them. Lexington was built around Town Branch Creek, so it is only natural that on-going programming will highlight the history and ecology of Town Branch Creek and explore water quality issues in an effort to educate and engage the public on these important issues.

The park will be the most apparent and publicly engaged piece of the Town Branch Creek transformation and thus the ideal venue for ongoing education and engagement around the subject. This will be a strategic focus of the Town Branch Park programming plan.

### **PROJECT SUCCESS MEASURES**

The following metrics will be used to evaluate the effective reach of promotion efforts:

- Number of mentions in local and alternative news media outlets
- Website visitor and dedicated stormwater page site views
- Social media shares / engagements across major platforms (LinkedIn, Instagram, and Facebook)
- Design survey responses goal of 1,000 total responses
- Engagement of Town Branch Park Partners and Board
- Goal of 250 new Town Branch Park e-mail sign ups

The following goals will be utilized in the creation and distribution of educational materials and public involvement:

- Engagement and responses from geographically diverse areas of Fayette County
- Provisions for multi-lingual materials
- A diverse age range in respondents / participants
- Easy to use and clear information about stormwater Best Management Practices as they relate to Town Branch Park

### **REPORTING REQUIREMENTS**

In addition to the reporting requirements outlined in the Grant Award Agreement, the following special items are noted for this project:

- 1) All handouts and educational materials shall be provided to the LFUCG Grant Manager in hard copy and electronic (PDF) format with Requests for Funds & Project Status Reports and/or the Project Final Report.
- 2) Photographs and records documenting events, programs, training, workshops, etc. shall be provided to the LFUCG Grant Manager in electronic format with the Project Final Report.
- 3) Sign-in sheets for events and meetings shall be maintained and provided to the LFUCG Grant Manager upon request. Participation attendance counts shall be maintained and provided to the LFUCG Grant Manager, with reporting for all other events.



- 4) Copies of educational materials, the final design presentation, materials for the Town Branch stream cleanup or hands-on event, and other stormwater educational programs shall be provided to the LFUCG Grant Manager in hard copy or electronic (PDF) format with the Project Final Report.
- 5) All attachments to Requests for Funds & Project Status Reports shall reference the associated line in Table 2 – Eligible Expenses.
- 6) All evaluations, or summaries thereof, especially those listed under the Project Success Measures, shall be provided to the LFUCG Grant Manager with Requests for Funds & Project Status Reports and/or the Project Final Report.

**ADDITIONAL STIPULATIONS**

In addition to the reporting requirements outlined above, the following stipulations are required for this project:

- 1) Organization shall obtain written approval / agreement prior to work being done on properties not owned by the Grantee.
- 2) Both electronic and hard copies of all materials are to be provided to LFUCG, for its use, as part of the grant deliverables.
- 3) Organization proposes a larger cost share beyond that required by the grant program. Budget shall reflect the 20.1% cost share offered in the application (approximately \$8,200.00).

**EQUIPMENT**

Any equipment purchased with the Grant shall remain the property of the Organization.

**GRANT PERIOD & PROJECT SCHEDULE**

The grant period starts on the date of execution by the Mayor and extends for the time period as listed in the Grant Award Agreement. Any time extensions must be approved in writing by the LFUCG Grant Manager. The project schedule shown in Table 1 is preliminary. Proposed changes to the project which alter this schedule significantly shall be discussed with the LFUCG Grant Manager prior to implementation.

**TABLE 1 – PROJECT SCHEDULE**

Activity	Anticipated Date
Grant Kick-Off	March 2021
Research / Preparation	April-July 2021
Planning and Event	August-September 2021
Research / Preparation	March-April 2022
Planning and Event	May-June 2022

**PROJECT BUDGET – GRANT ELIGIBLE EXPENSES & ORGANIZATION COST SHARE**

Table 2 lists the Eligible Expenses for this project. Only properly invoiced items shall be reimbursed with grant monies or counted toward the Organization’s cost share.

Any work performed on this project prior to grant award by Urban County Council and Notice to Proceed from the LFUCG Grant Administrator is not an eligible expense and shall not be reimbursed or counted toward the cost share with the following exception: None.

**TABLE 2 – ELIGIBLE EXPENSES**

	Activities	Type of Expense	Participants	Item	Unit Price	Quantity	Funded by Organization	Funded by Grant	Total Expense	
<b>1</b>	<b>Project Element 1: Development and presentation of educational materials</b>									
2	Quantification and visualization of BMP quantity and quality design concepts.	Consultant	Design Team	Quantifying BMP approaches in park design and preparing visual communication tools and engagement materials for public	\$ 4,200.00	lump sum	1	\$ 4,200.00	\$ -	\$ 4,200.00
3	Quantification and visualization of BMP quantity and quality design concepts.	Consultant	Design Team	Quantifying BMP approaches in park design and preparing visual communication tools and engagement materials for public	\$ 9,875.00	lump sum	1		\$ 9,875.00	\$ 9,875.00
4	PE1: Forum Planning, invitations, and logistics	Personnel Hours	Organization	Creating and distributing invitations to TBP Partners, KWA and TBP contacts	\$ 50.00	Hourly	24	\$ 1,200.00	\$ -	\$ 1,200.00
5	Formatting of education materials and engagement tools	Consultant	Design Team	Layout and creation of forum materials and engagement tools	\$ 5,000.00	lump sum	1	\$ -	\$ 5,000.00	\$ 5,000.00
6	Social media campaign, online announcements and e-mail blasts.	Personnel Hours	Organization	Content development and implementation of online presence to both educate and advertise the event.	\$ 50.00	Hourly	16	\$ 800.00	\$ -	\$ 800.00
7	PE1: Forum Event	Consultant	Design Team	Public forum presentation, hand outs and engagement survey/tools.	\$ 2,000.00	lump sum	1	\$ -	\$ 2,000.00	\$ 2,000.00
8	PE1: Forum Event Expenses	Food, Printing, Space	Organization	Paper plots, feedback supplies, food, space rental	\$ 1,500.00	lump sum	1	\$ -	\$ 1,500.00	\$ 1,500.00
9	TBP Board Engagement Meeting	Consultant	Design Team	Presentation and feedback engagement tools	\$ 1,000.00	lump sum	1	\$ -	\$ 1,000.00	\$ 1,000.00
10	TBP Board Meeting Materials	Printing, food, supplies, invitations, space booking	Organization	Print materials, food, space	\$ 350.00	lump sum	1	\$ -	\$ 350.00	\$ 350.00
11	PE1: Documentation	Consultant	Design Team	Documentation and narrative to capture all public input and summarize success metrics	\$ 800.00	lump sum	1	\$ -	\$ 800.00	\$ 800.00
<b>12</b>	<b>Project Element 2: Hands on activity and final BMP focused educational material</b>									
13	Hands on event planning	Consultant	KWA+Design Team	Event planning and coordination with	\$ 1,100.00	lump sum	1	\$ -	\$ 1,100.00	\$ 1,100.00
14	Event communications and advertising	Personnel Hours	Organization	Web and Social Media, advertising	\$ 50.00	Hourly	16	\$ 800.00	\$ -	\$ 800.00
15	Hands on Events	Consultant	KWA+Design Team	Citizen scientist or other hands on public involvement event	\$ 2,000.00	lump sum	1	\$ -	\$ 2,000.00	\$ 2,000.00
16	Hands on Event Expenses	Food, fees for partners, materials	Organization	Materials for citizen scientist related coordination and clean up activities.	\$ 1,300.00	lump sum	1	\$ -	\$ 1,300.00	\$ 1,300.00
17	Production of final educational material	Consultant	Design Team	Developing final BMP educational materials for mass distribution	\$ 4,000.00	lump sum	1	\$ -	\$ 4,000.00	\$ 4,000.00
18	Planning final water festival	Personnel Hours	Organization	Coordination with design team, space planning and event logistics	\$ 50.00	Hourly	24	\$ 1,200.00	\$ -	\$ 1,200.00
19	Final event at Water Week	Consultant	KWA+Design Team	presentation and facilitation of events	\$ 2,000.00	lump sum	1	\$ -	\$ 2,000.00	\$ 2,000.00
20	Water Week event expenses	Food, printing, nature based	Organization	Printing final materials (750-1,000 copies), food and other event based	\$ 4,075.00	lump sum	1	\$ -	\$ 4,075.00	\$ 4,075.00
21	<b>TOTAL PROJECT</b>							<b>\$ 8,200.00</b>	<b>\$ 35,000.00</b>	<b>\$ 43,200.00</b>
22	MATCH % AFTER FIRST \$2,500 = 20.15% OK							<b>ORGANIZATION</b>	<b>GRANT</b>	
23	MUST BE > 20%							<b>SHARE</b>	<b>SHARE</b>	