

## **LSP ASSOCIATION GRANT PROGRAM: \$30,000 for 30 YEARS**

2023 is the 30<sup>th</sup> anniversary of [the LSP Association](#) (LSPA) as well as the privatized [Waste Site Cleanup Program](#) in Massachusetts. The LSPA is recognizing this milestone by launching our first request for proposals (RFP) for grants to support and celebrate environmental and natural resource projects in [Environmental Justice Populations in Massachusetts](#).

**WHO:** The LSPA will provide small grants to not-for-profit environmental advocacy groups, community-based groups, environmental education organizations, and/or volunteer efforts for local projects that benefit the environment in Massachusetts communities with Environmental Justice (EJ) populations. The LSPA encourages groups and organizations to partner together to achieve their goals.

**WHAT:** The LSPA will distribute up to \$30,000 in 2023 to grantees serving EJ populations in each of the four Massachusetts Department of Environmental Protection (MassDEP) regions, totaling \$7,500 for each MassDEP region. Click here to find [MassDEP regional offices by community](#). Applicants are invited to seek up to \$7,500 in funding per grant, with partial funding possible. Environmental projects may vary widely, but should be completed within one year of the date of grant fund transfer. They may be new, planned, or ongoing opportunities within Massachusetts that improve the environment, including, but not limited to, these focus areas:

- Property and watershed clean-ups and accessibility (parks, walkways, etc.)
- Design, development, maintenance, and restoration of natural habitats
- Streamside buffer restoration projects
- Soil testing and community gardening
- Litter and hazardous waste collection efforts
- Assessing and mitigating climate change impacts
- Water conservation efforts (rain gardens, greywater systems, xeriscaping, etc.)
- Recycling and composting
- Facility siting issues
- Youth education and career development in the environmental field
- Hiring technical assistance

**WHY:** The LSPA is interested in opportunities to meaningfully contribute to and participate in EJ efforts at the community level. The LSPA hopes that grants will assist recipients in implementing community-driven projects that provide a better understanding of local environmental and public health issues and assist communities in developing strategies for

addressing those issues — through both direct programming as well as future planning, career, and/or education efforts.

This is a pilot grantmaking program. At its completion, the LSPA will evaluate its impact, reception, and other success criteria. We will also reach out to applicants and grant recipients for feedback. Following this process, the LSPA will determine whether to proceed with this grant program in future years.

**WHERE:** Grantees must be based in Massachusetts and all projects funded must be in Massachusetts. The LSPA intends to award grants to EJ populations within each of MassDEP's four regions.

**WHEN:** The LSPA's anticipated granting timeline is as follows. Any changes or updates to this timetable can be found on the [LSP Association website](#).

March 20, 2023: Grant cycle begins. Grant submissions and questions from prospective grantees are welcome.

Applications will be accepted on a rolling basis and evaluated three times in 2023 - no later than 5:00pm EST on June 30, 2023, September 29, 2023, and December 15, 2023. Once a given MassDEP region's grant threshold has been met, applications in that region will close for the year and a notice announcing this will be posted on the [LSP Association website](#). Please check before you apply.

Applicants with incomplete applications or other issues will be notified via email as soon as possible so that they may revise their applications. The selected grantees will be notified no later than one week after the quarterly evaluation date, and the grantee list will be announced publicly at a later date.

Once an award has been granted, the LSPA will coordinate with the grantee regarding assisting with press releases and local media, as well as listing the LSPA as a sponsor on grantee materials.

**CRITERIA FOR SELECTING GRANT RECIPIENTS:** Grant selection will be based on the following criteria:

- Type and scope of project
- Financial need
- Stated objectives of project
- Ability and stability of the organization, community group, or volunteers to carry out the project
- Timeframe of project
- Role and impact of project in larger community

### **THE FINE PRINT**

- Grant funds will be distributed by the LSPA to the lead grantee, typically a community organization.
- The LSPA and the lead grantee will each sign a grant agreement that outlines the grant award; the project scope; key dates; simple financial, technical, and other reports to be delivered; and other pertinent information. The LSPA believes in trust-based philanthropy. As such, we are flexible. For example, some applicants may find it useful to document their project or their progress using videos, blogs, and/or social media. We look forward to working on a case-by-case basis with grantees to design appropriate and accessible reporting processes to fit their unique project and circumstances.
- The project should be completed within one year from the date of the grant fund transfer.
- The LSPA will require a lead grantee from the project proponent with whom the LSPA can discuss progress.

### **EXAMPLES OF HOW GRANT FUNDS CANNOT BE USED:**

- Overhead expenses, staff salaries, and benefits
- Volunteer transportation expenses (i.e. fuel, car or bus rental, etc.)
- Food, gifts, or parties for staff or volunteers
- Fundraising activities
- Litigation
- Lobbying
- Supplies used for activities outside LSPA's focus areas

### **THE LSPA RESERVES THE RIGHT TO:**

- Award more than one grant per MassDEP region.
- Partially fund a grant request.
- Omit a MassDEP region from an award if no qualified or acceptable grants are submitted from that region.
- Increase or decrease the total number of grants awarded or make no awards under this announcement.
- Post on its website, or with general grant materials, grantee materials or reports that can serve as models for future projects, with advance notice to grantee.

**RESOURCES:** [Environmental Justice | Mass.gov](#)

## **PROPOSAL INFORMATION AND GUIDELINES**

The LSPA does not intend for this proposal process to be complex or lengthy and we do not have an application template. Each application should be no more than 5 single-spaced pages with standard margins and up to 3 attachments (optional).

We do require the following information:

- Prospective Grantee Group/Organization Name:
- Lead grantee and affiliation with grantee:
- Email:
- Phone:
- Mailing Address:
- Website:
- Social media handles (if applicable):
- Description of your group and its mission:
- List any other groups/partners who will participate in the project:
- Grant amount requested:
  - Would partial funding be acceptable? Yes\_\_\_, Maybe \_\_\_\_, No \_\_\_\_
- Organization type (501c3, community association, etc.):

Below are the topics we would like addressed in your proposal. Please respond to the best of your ability. It is acceptable to address them using standard text or videos, graphics, and other creative approaches. It is also acceptable to submit a proposal that has already been submitted to a different funder, as long as it includes the requested information.

- Communicate the nature of your project. Describe what you propose to do, how you are going to do it, when you are going to do it, who will benefit, and how you will know you are successful. Indicate not only what you propose but what expertise your group has for completing the project. We encourage you to submit your application in the way that works best for your organization and your efforts; that could include videos, photo essays, etc.
- Articulate your understanding of EJ issues within your community. Use this information to back up your project plans and to explain how your group activities are unique or creative.
- Share a timeline or project accomplishment schedule. List the major tasks that you will complete to meet the goals of the project and lay them out in a schedule over the length of the grant period. Note the total estimated cost of your project including personnel, materials, and other resources you will need to carry out the tasks. This should not include any overhead costs.
- Consider how you would like the LSPA to follow up with you at the completion of the project. You may prefer to provide a traditional written report, or a photo, video, or other media medium. Or, depending on the nature of your proposed project, it could be that the LSPA attends a community opening, meeting, or other type of event that represents the project's progress or impact.
- Develop a straightforward project evaluation approach. Explain what you want to achieve with this project. Ask: "What do we expect to be different once the project is complete?" Identify some questions you will ask or concrete steps you will take, outcomes, or metrics to measure the success of your activities/project.

- Is there an opportunity for LSPA members to get involved? We are eager to assist on a volunteer basis, e.g. a cleanup project, construction opportunity, etc. If so, please note possible opportunities and other ideas for hands-on partnership with LSPA members.

The application should be submitted by email to [30for30@lspa.org](mailto:30for30@lspa.org). Written materials must be in pdf format. Please use the following file naming convention:

(organization/group name)-application.pdf  
(organization/group name)-attachment1.pdf  
(organization/group name)-attachment2.pdf

### **Contact Information**

- We look forward to considering your application. We encourage you to write us with questions at [30for30@lspa.org](mailto:30for30@lspa.org). Thank you.