

2025 Recreation and Cultural Opportunities County of Santa Cruz Parks Grant Program - Application



Applicants must submit an application that includes the following information. Incomplete or missing information may affect the scoring and awards. Please submit in a word or PDF document with all items in one document, including the signed certificate for receipt of funds page.

The following information is required in an introductory or cover page:

- Organization Name
- Organization Address
- Organization Contact (name, title, phone, email)
- Proposed Program/Project Title
- Proposed Program/Project Timeline including start Date and completion Date
- Location where proposed Program/Project will be implemented
- Amount Requested

Provide narratives addressing each of the following:

- Please describe your Program/Project and/or event (300 words or less)
- Please describe the community your program/project and/or event will reach. (200 words or less)
- Identify the need of this Program/Project and describe how you will measure the success of your program/project? (200 words or less)
- How will your program/project fulfill County Parks' mission and vision? (200 words or less)
- Program/Project Budget - how will grant funds be expended and how will you leverage grant funds? (Narrative required alongside attached proposed budget)
- Identify which focus area and/or Strategic Plan goal(s) are being addressed by your Program/Project, and how does this Program/Project work towards the selected goal(s)? (200 words or less)
- How have you engaged residents within your Program/Project area in the type of Program/Project you are proposing? Will you include volunteers in the implementation of your Program/Project? (200 words or less)
- Provide Signed Certificate of Receipt of Funds (see attached)

Certificate for Receipt of Funds

By my signature below, I declare under penalty of perjury under the laws of the State of California the following representations and acknowledge agreement to the following terms and conditions:

- Upon approval of award, as evidenced by award of grant funds, this application becomes a binding contract between the applicant and the County of Santa Cruz (Agreement).
- I am duly authorized representative of the entity named above and can bind the entity to the terms of this Agreement.
- If funds are provided by the County, the funds will be used for the purposes set forth above.
- In no event shall the County's financial responsibility exceed the approved amount set granted.
- Applicant shall defend and indemnify the County and its employees from and against any claim, injury, liability, loss, cost and/or expense or damage including all costs and reasonable attorney's fees, arising from or alleged to arise from the activity or event.
- The representations made by applicant in this Application are material terms of the Agreement, as is compliance with the 2025 Recreation and Cultural Opportunities Grant Program. The County may cancel this Agreement at any time upon discovery that any of the information set forth above is inaccurate, that these terms have been violated.

Funds disbursement and Reporting requirements Acknowledgement

- If awarded, County Parks will provide funds in two installment payments, forty percent (40%) within thirty (30) days of receiving a Payment Request #1 after proposal is approved and the contract is fully executed, and the remaining sixty percent (60%) upon the acceptance of a Final Project Report and Payment Request #2. *It is understood that final reports for payment must be submitted to the Department by July 14, 2026.*
- Funds should be used solely for the designated purposes as described in the executed Agreement and subject to Grantee's performance of all requirements under the Agreement.
- Final Program Report shall include the following materials: documentation of activities offered (e.g., activity calendar, program flyers, photographs, etc.) and attendance figures.
- In addition, the awardee shall acknowledge in all reports and literature, as well as on the agency website, that the County of Santa Cruz Parks, Open Space and Cultural Services has provided funding for proposed program.

Agency: _____

Name: _____

Title: _____

Signature: _____

Date: _____