



MT. CHARLESTON LICENSE PLATE PROGRAM GRANT APPLICATION

1. Program/Project Title: _____
2. Program/Project Location: _____
3. Entity Requesting Grant: _____
4. Total Estimated Cost: _____
5. Grant Amount Requested: _____
6. Contact Information:
Address: _____

Phone: _____
E-mail Address: _____

Authorized Representative of Project/Program and/or Agency:

Name: _____ Title: _____

Signature: _____ Date: _____

- Additional required documentation is listed on the attached page.
- Application packages may be mailed or emailed. Faxed applications will not be accepted.
- **The deadline for submittals is July 31, 2015, 5:00 p.m.**

Please submit applications to:



April Turner
Clark County Administrative Services
500 S. Grand Central Pkwy, 6th Floor
Las Vegas, NV 89155
atr@clarkcountynv.gov
702-455-3260



MT. CHARLESTON LICENSE PLATE PROGRAM REQUIRED DOCUMENTATION

1. A statement describing the project/program in detail.
2. A statement describing how the project/program supports the “*the natural environment of the Mount Charleston area, including, without limitation, programs to improve the wildlife habitat, the ecosystem, the forest, public access to the area and its recreational use.*”
3. Estimated time schedule for completion of the program/project including a phasing and implementation plan.
4. An itemized list of the costs of the program/project including the estimated costs for planning, design and construction/implementation of the project and how the estimated costs were derived.
5. If applicable, proof of any title to land, lease or easement that is required to carry out the project or a letter of intent between the property owner and the acquiring governmental entity; Documents presented may include the following: Recorded Grant Deeds, Title Reports, Lease Agreements, Easement Agreements, Letter of Intent to Purchase.
6. If applicable, provide Tax ID/EIN information and proof that 501(c) non-profit status is in good standing. Recipients of Mt. Charleston License Plate funds must also maintain standing in order to remain eligible for funding. If your status is revoked at any time, you **must** contact April Turner
7. If applicable, a location map, site plan and preliminary/conceptual design drawings of the project size 8.5” x 11” or larger and at an appropriate/readable scale.
8. Letters in support from other public agencies and interested parties, if applicable
9. A description of the matching contribution, which may be monetary or in-kind.
10. A plan for the operation and maintenance of the project for a period of at least 10 years after the project is completed or an appropriate timeframe as determined by Clark County based on the size, type and scope of the program/project, including the identity of the person who will operate the project and provide the maintenance.

Questions, Comments and Application Submittals to:



April Turner

Clark County Administrative Services
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MT. CHARLESTON LICENSE PLATE PROGRAM

GRANT PROCEDURES

1. Authority

The Seventieth Legislative Session in 1999 amended NRS 482 and NRS 321 to establish the Mt. Charleston license plate program. This program is funded by fees collected from individuals who purchase a Mt. Charleston license plate. Of the fees collected by the Department of Motor Vehicles when one purchases a Mt. Charleston plate, \$25 the first year and \$20 each subsequent year go into a dedicated fund for projects and programs that will support the natural environment of Mount Charleston. These funds are available as grants and must be used for:

“The support of programs for the natural environment of the Mount Charleston area, including, without limitation, programs to improve the wildlife habitat, the ecosystem, the forest, public access to the area and its recreation use.”

2. Grants of money

Clark County will award grants of money from the fund for any project that supports the natural environment of the Mount Charleston area, including, without limitation, programs to improve the wildlife habitat, the ecosystem, the forest, public access to the area and its recreational use. Clark County makes all final decisions regarding grant funding. Grant funds will be disbursed at the sole discretion of Clark County. The amounts and schedule of payments will be determined by the type of project and the approved project budget, and a payment disbursement schedule will be part of each grant award.

3. Solicitation of applications

Clark County will periodically solicit applications for grants of money from the fund. An application for such a grant must be submitted to Clark County and must include:

- a. A completed application form
- b. A detailed description of the program/project
- c. A detailed description of how the program/project meets the intent of the program
- d. Estimated time schedule for completion of the program/project including a phasing and implementation plan.
- e. An itemized list of the costs of the program or project in accordance with the descriptions of work.
- f. If applicable, proof of any title to land, lease or easement that is required to carry out the project or a letter of intent between the property owner and the acquiring governmental entity.
- g. If applicable, a location map, site plan and preliminary/conceptual design drawings of the project.
- h. A description of the matching contribution, which may be monetary or in-kind.

- i. If applicable, letters in support from other public agencies and interested parties.
- j. A plan for the operation and maintenance of the project for a period of at least 10 years including the identity of the person who will operate the project and provide the maintenance. The exact timeframe will be determined by Clark County based the size, type and scope of the program/project.

4. Evaluation and prioritization

- a. Each program or project shall be evaluated based on its estimated costs and public benefits.
- b. Clark County shall make the final selection based on the preliminary ranking list compiled by the Mt. Charleston Town Advisory Board as well as in consideration of the fund's balance and sustainability.
- c. If the amount of grant requests exceeds the amount of money in the fund for that round, a preliminary list ranking the projects shall be compiled by the Mt. Charleston Town Advisory Board.

5. Evaluation criteria for grant awards

Clark County and the Mt. Charleston Town Advisory Board shall evaluate each program/project pursuant to the following criteria:

- a. The public benefit of the program to support the natural environment of the Mount Charleston area, including, without limitation, programs to improve the wildlife habitat, the ecosystem, the forest, public access to the area and its recreational use.
- b. The ability to obtain all required local, state and federal permits.
- c. The long-term viability of the program or project.
- d. The ability of the applicant to maintain the project.
- e. The cost effectiveness of the program or project.
- f. The ability of the applicant to carry out the program in a timely manner.
- g. If the applicant is applying to fund a program or project that is a portion of a larger project, the ability of the portion funded with grant money to achieve benefits independently of the other components of the larger project.
- h. The amount of cooperation and support for the program or project from persons other than the applicant, including, without limitation:
 - (i) Federal, state and local governmental agencies;
 - (ii) Private landowners; and/or
 - (iii) Non-profit organizations
- i. The adequacy of the maintenance plan for the project, if applicable.
- j. The amount of matching contribution provided by the applicant.
- k. Other factors that warrant special consideration.

6. Requirements of the Grant Recipient

Upon the award of a grant, the recipient and Clark County shall enter into an agreement, which shall include, but not be limited, to the following:

- a. An agreement to operate and provide maintenance for the project for a period of at least 10 years after the project is completed or an appropriate timeframe as determined by Clark County based on the size, type and scope of the program/project;
- b. If the project involves improvements located on private property, a grant of easement to the appropriate jurisdiction may be required;
- c. An agreement that the project will be completed within one year of the grant being awarded, which will be verified by an inspection by the Rural Towns Liaison. At the

end of the first year, a one year extension may be granted if requested in writing to Clark County Administrative Services;

- d. Acknowledgment that the grant recipient shall be responsible for obtaining all required local, state and federal grants or authorizations necessary for carrying out the project.

7. Match Requirements

- a. Grant applicants shall be required to provide at least 10 percent in matching contributions to be eligible for grants under this program.
- b. Matching contributions can include in-kind contributions.
- c. The final amount of matching contributions will be determined by the size and scope of the program/project.

8. Acceptable and Unacceptable Uses of Grant

Acceptable uses of grant money:

- a. All expenses related directly to the program or project including expenses related to design and construction.
- b. The administrative costs of the program or project, not to exceed three percent (3%) of the grant.

Unacceptable uses of grant money:

- a. Must not be used to replace or supplant money available from other sources.
- b. Any planning activities which are not directly related to the design and engineering of the project.
- c. The purchase of new equipment except for certain instances where field equipment that is necessary as a one-time purchase that is exhausted at the end of the project or unless approved by the Board.
- d. Any work required by a public agency as mitigation or as a condition of the approval of any other project.
- e. Any component of the program or project that is deemed by Clark County to not benefit the public.