**Durham County Matching Grants**

A Program of the

**DURHAM OPEN SPACE & TRAILS COMMISSION**

**SHORT FORM APPLICATION**

**This application is ONLY for eligible applicants applying for grants under $5,000 within designated priority areas**

**Please see the eligibility requirements in the PROGRAM GUIDELINES before completing this form or contact the the program administrator.**

Note: Please review the Durham County Matching Grants Program Guidelines and Application Instructions carefully before filling out the application. The completed application may be submitted electronically (preferably as ***one attachment*** in PDF format) to:

Program Administrator: Brendan Moore: [brmoore@dconc.gov](mailto:brmoore@dconc.gov) 919-560-7957

Alternatively, two copies of the completed application can be mailed to:

Durham County Open Space Division

Attn: Brendan Moore

201 East Main Street, 7th Floor

Durham, North Carolina 27701

**Application (and all related materials) Deadline: 5:00pm on Wednesday, November 12, 2025**

***This is a firm deadline. Our team is very happy to provide any assistance or guidance; however, please allow ample time for help while still honoring all deadlines.***

**All text entry fields should automatically expand as needed.**

**When completing this application, you are encouraged to attach additional sheets as necessary**.

GENERAL INFORMATION

Date: Click or tap to enter a date.

1. Name of Organization: Click or tap here to enter text.
2. Mailing Address: Street: Click or tap here to enter text.

City: Click or tap here to enter text.

Zip Code: Click or tap here to enter text.

1. Contact Persons for this grant request (Primary and Secondary):

Primary Contact: Click or tap here to enter text.; Secondary: Click or tap here to enter text.

Phone Number: Click or tap here to enter text. Phone Number: Click or tap here to enter text.

Email: Click or tap here to enter text. Email:Click or tap here to enter text.

1. Is your organization recognized as a non-profit organization by:
   1. The State of North Carolina: Yes No
   2. The Internal Revenue Service: Yes No Federal Tax I.D. No: Click or tap here to enter text.

**PROJECT INFORMATION**

Click or tap here to enter text.

1. Please provide a summary of the proposed grant project, including a budget proposal. *View this question as a two-minute primary explanation of the project* (attach graphics or design if appropriate):
2. Proposed project location (Include specific address(es) and any details)

Click or tap here to enter text.

1. Please describe how project objectives contribute to one or more of the five goals adopted by the Open Space and Trails commission (found in the Introduction of the Guidelines).

Click or tap here to enter text.

1. Any project funded through the Matching Grants Program must be publicly accessible. How will the proposed project provide for public access? Are any specific constraints to public access anticipated? See General Criteria 5, Section I B and the discussion of public access in Section V C of the Guidelines.
2. Will a fee be charged for its use? Yes No
   1. If yes, will a fee be charged: for the customary users? Yes No $0.00
   2. If yes, will a fee be charged: for the public? Yes No $0.00
3. Does your organization carry liability insurance? Click or tap here to enter text.
4. If approved, when is the project scheduled to: Start: Click or tap to enter a date.

End: Click or tap to enter a date.

(*Grants will be awarded and contracts completed approximately six months after the application deadline)*

1. **BUDGET SUMMARY**

**Total Project Cost**  $0.00

**Organization’s Total Match**  $0.00

**Durham County’s Portion of Project**  $0.00

**(Total Project Cost minus Organization’s Total Match.)** $0.00

### SIGNATURE

I certify that the information in this grant application is accurate to the best of my knowledge.

Click or tap here to enter text.

Click or tap here to enter text.

Name of Contact Person (print) Name of Chief Official (print)

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Signature Date Signature Date

#### REQUIRED ATTACHMENTS

1. The application form
2. Any site plans and design layouts of the proposed project (if available).
3. If land is not owned by the applicant, a letter by the owner (or appropriate representative of the owner) indicating support for the grant proposal.
4. A “GoMaps” map showing the project area outlined in red and the parcel clearly identified, available from <http://maps2.roktech.net/durhamnc_gomaps4/>