

LONG ISLAND SOUND STEWARDSHIP FUND (LISSF) 2024 PROPOSAL NARRATIVE OUTLINE

Instructions: Please respond to all questions in the outline. Upload completed narrative into the application. Narrative *should not* exceed 5 pages. Prepare with 12-point font/Times New Roman on 8 ½ by 11” paper.

Select only 1 (one) application category (from the LISFF Request for Proposals (RFP):

- 1) Capacity 2) New Collaboration 3) Piloting Tools & Strategies

Short Description:

Please provide a 2-sentence project description. The first sentence should BRIEFLY describe the primary project activities. The second sentence should BRIEFLY describe the primary deliverables or outcomes of the project. Example: *“Collect marine debris through pick-up canoe trips, on-shore trash collection, and a coastal cleanup event in Anytown, CT. The project will collect 4,500 pounds of trash involving 200 community volunteers.”*

Problem/Solution/Program Priorities:

- Describe the specific problem(s) to be addressed by the project and its relevance to the restoration and protection of Long Island Sound
- Describe how the project will address the problem(s) and the desired results of the project
- Include a bulleted list of specific outcomes
- Why the problem(s), the project, and the results are relevant to the priorities of the *LISSF* RFP

Technical Merit:

- Provide a work plan including:
 - a description of each major activity of the project and the method used to carry out that activity
 - a timetable indicating when major activities are to be conducted (show activity and time period)

| Major Project Activity | Time Period |
|------------------------|-------------|
| | |

- a list of specific outcomes and/or deliverables

Qualifications:

- Describe organizational and staff qualifications and experience to deliver the proposed project
- If relevant, describe partner organizations involved in the project and their specific formal role(s) in its delivery. We would expect to see such partnerships represented in the project

budget. If partners are to be engaged in the project, please consider submitting Letters of Support confirming the nature of their participation

- **Do not** provide *Curriculum Vitae* or resumes

Community Profile:

- Discuss who in the community will benefit from the project and how
- If relevant, discuss how members of the community or other targeted constituencies were, or will be, directly engaged in project development and implementation

Status of Previous Grants (if applicable):

- If you received a grant(s) from LIS Stewardship Fund in the last two years (2022 and/or 2023 cycle) please provide a paragraph summary of progress associated with the grant(s) relative to the promised deliverables.