



APPLICATION GUIDELINES FOR 1% FOR OPEN SPACE, INC. FUNDS

Dear interested applicant:

This packet of information will give you information about the 1% for Open Space program and guide you through the submission process to receive 1% for Open Space funds..

About 1% for Open Space

1% for Open Space, Inc. is a Colorado nonprofit, federally tax exempt 501(C)(3) corporation doing business in Gunnison County, Colorado. The 1% for Open Space program collects a voluntary 1% donation on the value of products and services paid for by the customers of over 70 participating local businesses. Crested Butte Mountain Resort, festivals, real estate offices, retail stores, doctors, restaurants, and lodging establishments have all agreed to put their time and effort into collecting these voluntary funds for the program. Once collected, 1% for Open Space, Inc. grants this money to requesting organizations for the preservation of land, open space, public access, or other related projects in Gunnison County. So far, the program has had the privilege of assisting such organizations as the Crested Butte Land Trust, the Gunnison Ranchland Conservation Legacy, the Trust for Public Lands, the Rocky Mountain Biological Laboratory and the Town of Crested Butte. Over \$1.7 million have been collected since the organization's inception in 1997. These funds have helped preserve over 4,400 acres of open space and ranchland throughout Gunnison County.

Who may request funds

1% for Open Space, Inc. is responsible for the collection and dispersal of funds collected from businesses participating in the 1% program. Proceeds may be utilized by any organization or entity in the Gunnison Valley working to open space preservation.

Application materials needed

Please provide copies of the following information for your application:

1. A description of the project for which the funds are intended
2. A budget for the project, and an estimate of what percentage will consist of 1% funds
3. A short description of how the project will benefit the public (including its ecological, recreational and / or cultural value) and how it fits into the mission of the 1% for Open Space program
4. A time line stating when the funds are needed, when the project contract(s) will be closed, etc.
5. The appraisal of the property used for the transaction
6. The signed agreement from the land owner(s) stating their commitment to enter into the transaction
7. Financial statements and budgets of the organization, including operating statements from the immediate past fiscal year, the budget from the past fiscal year, the budget for the current fiscal year, and a balance sheet for the current fiscal year
8. Information about where the land is located. Any available maps should be included, showing ownership of surrounding lands if possible.

9. A copy of the conservation or recreation easement, if applicable, including the baseline report and legal description of the property.
- a. If a baseline report is not available through a conservation easement, the applicant must submit a description of property including total acreage, topography, and flora and fauna species and ecosystems found on the property. This should include either acreage or percentage of land occupied by vegetative groups (ie deciduous forest, conifer forest, sagebrush, wetland, riparian, etc) if available.
 - b. If a legal description is not available through a conservation easement or appraisal, the applicant must submit a legal description of the property.

Submission process

Applicants for funds must submit a cover letter and the required materials to 1% for Open Space, Inc., to
1% for Open Space
P.O. Box 1974
Crested Butte, CO 81224

Applications are accepted anytime throughout the year, but must be submitted at least 75 days prior to when the funds are needed. However, the Board may determine, in situations beyond the applicant's control, that just cause exists for accepting an application during the 75 day period.

Once your application is received, it will be reviewed by the 1% for Open Space Board and Executive Director for approval. Please be aware that Board meetings are held at various times according to time of year. If your project has tight deadlines, please call the 1% for Open Space office to assure a Board meeting will occur in the time necessary for your project.

If deemed necessary, the Board of Directors of 1% for Open Space, Inc., may request a short presentation by the applicant and/or a site visit.

Thank you for your interest. Please don't hesitate to call if you have any further questions. You may also visit our website at www.1percentforopenspace.org. We look forward to receiving and reviewing your application.

Sincerely,



Molly Murfee
Executive Director
1% for Open Space, Inc.

P.O. Box 1974
Crested Butte, CO 81224
970-349-1775
mmurfee.aei@usa.net