

The Knowles-Nelson Stewardship Program
Development Grants for State Properties

Award Disbursement Policy

State Property Development Grant Awards will no longer be given as a 100% advance. In this and future grant cycles, **50% of the grant award will be given as an advance when requested and up to 50% of the remaining grant award will be a reimbursement** given upon completion and submittal of the final grant report.

The following grant timeline outlines the new grant award policy:

1. Grant applications are submitted by November 15.
2. Grant applications are graded by Department staff and sent to the State of Wisconsin Building Commission for approval.
3. Grant applicants chosen to receive a grant receive and return the grant contract and proof of matching funds.
4. **Fifty-percent (50%) of the grant award is given to the Friends group or non-profit conservation organization as an advance when requested.**
5. June 30 (2 years after the grant was awarded) grants expire
6. September 30 (2 years after the grant was awarded) closing grant reports are due to the Department.
7. **Once the completed final grant report has been submitted, the Friends group or nonprofit conservation organization will be reimbursed with up to 50% of the remaining grant award. Total grant awards may not exceed the award amount stated in the grant contract or total grant project costs.**

Reimbursement Total: Total Project Cost
 - Sponsor Share
 - 50% Grant Award Advance
 = Reimbursement Award Check (Up to 50% of total award)