



Estuary Management Plan (EMP) Small Grants Program- Round 2

APPLICATION INSTRUCTIONS

Instructions

Thank you for your interest in applying to the EMP Small Grants program! To aid applicants in preparing their project proposal, we have created fillable documents & templates for all required application materials, which can be found on [SHEA's grant webpage](#). Our goal for the application process is to keep it as short & simple as possible, while still providing enough detail for proposal review and selection.

Please see the checklist below for all required & optional application materials. **Application Packages are due by 4pm EST on March 2, 2026 via email to ctweeddale@shea4nh.org** for consideration in the second round of funding. Please include "EMP Grant Program Application" in the subject line of your email. Faxed or mailed applications will not be accepted. *When possible, we request that all application materials be compiled into a single PDF document. If this is not possible, please list all included application attachments in the body of your email.*

Have Questions or want help developing your project idea? Reach out to Colette Tweeddale, HSE Collaborative Coordinator, at ctweeddale@shea4nh.org or schedule on-demand Office Hours with SHEA [here](#).

Applicant Checklist

Required Documents:

- [Project Description & Narrative](#)
- [Budget Table](#)
- Letter of Commitment for any Project Partners**
- IRS Determination Letter for Qualifying 501(c)(3) Nonprofits**

Optional Documents:

- [Project Timeline Table](#)
- Key Project Staff Resumes
- [Project Planning Table](#)
- Letter of Support from non-partner organizations (*encouraged*)

Applicant Resources

- **Grant Webinar- Feb. 9th (2pm EST)** on Zoom (**Register [here](#)** or [watch Round 1 recording](#))
- **Schedule Office Hours with SHEA [here](#)**
- [Sortable Table of EMP Objectives & Actions](#)
- [Grant FAQ Document](#)
- [Science Communication Guide](#)
- [Resource Documents List](#) (Appendix of [RFP](#))