TOWSON COMMUNITIES ALLIANCE, Inc.
OPEN SPACE GRANT APPLICATION

General Information: **Submission Deadline: 5 / 31 / 2026**

- Application must be fully completed and returned by May 31, 2026 to be considered for a grant.
- These funds will be granted only to projects not already budgeted by Baltimore County.
- Any size grant will be considered up to $5,000. No single project or organization may apply for more than $5,000. No more than $10,000 total will be made available per calendar year.
- Funds will be distributed in late summer / early Fall at a TCA meeting or event.
- Grant funds must be matched by the applicant/organization with a minimum of **30%** of the total project cost (not including value of volunteer labor or donations).
- The projects must be of general public use and improve park, green and open spaces by adding or improving amenities that promote outdoor recreation; improve the "greening" of Towson and quality of life for residents. (Some suggested and prohibited uses are shown on page 4).
- **Permission from county agencies** for installation or changes to public property **must** be made by the applicant, approved and agreed to by Baltimore County, and included with the application.
- Community associations applying for these funds must have been dues paying members of TCA for a minimum of the previous four years, including the current year.
- Associations must be "in good standing" with the State of Maryland (as advised on the SDAT website).
- Applications must be for FUTURE projects. TCA cannot retroactively reimburse completed projects.
- All applications must be accompanied by an application fee of $20 net for administration costs.
- Please submit all supporting documentation with the application, including photos of the proposed project where possible, and detailed budget information.
- It is mandatory that receipts are provided to TCA after the grant money is used within two years of receiving the grant. Otherwise, recipients will be required to return the total of their grant thirty days after the two year 'window'.
- Photos of the completed project funded by TCA grants are required.
- Unfunded grant requests may be submitted again in the next calendar year. The previous year's funded groups must wait at least one year before reapplying.
- All grants submitted will be reviewed by the TCA Executive Board (as fiscal custodians of the Open Space funds) at the end of the application period, and then voted on by TCA delegates. Funds will be made available at a subsequent TCA meeting. The Board may request an interview with the applicant/ responsible person for the project if needed. It is expected that recipients will continue to be current with their annual membership dues for at least five years.
- Failure to comply with any of the terms included herein may result in a community association becoming ineligible for the receipt of future grant funding.

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Date of this grant submission: / /2026

TYPE OR PRINT:
Please provide the following information:

1. **ORGANIZATION NAME**:

2. Applicant's name:

3. Director/president of organization (if different than applicant):

4. Organization's mailing address:

5. Contact phone number: Contact email:
(please print clearly if not typed)

6. Brief description of organization requesting grant:

7. Names and addresses of individuals who will be responsible for the logistical and financial aspects of this project. (Attach Board list if applicable):

8. Is your organization a 501(c)3 or (4)? Yes / No

9. **NAME OF YOUR PROPOSED PROJECT**:

10. Address of Project (*must be within Towson Communities Alliance area as defined below):

* TCA Open Space Fund grants can be used only for park/green/open space projects within the area bounded by **Falls Road** to the West, the **Baltimore city line** to the south, **Oakleigh Road** to the East and the **Beltway** to the North (with the exception of the Chatterleigh and Hampton neighborhoods).

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11. Summary of proposed project (attach a separate sheet, if necessary):

12. Include a timeline and an expected completion date (attach a separate sheet, if necessary.):

13. Total estimated cost of the project, including outside experts if needed. (NOTE: This is a matching grant program. A minimum of 30% of the total cost must be provided by your organization. The maximum grant from TCA per project/organization is **$5,000):**

    Total project cost: $ **Your cost: $** **TCA grant amount requested: $**

    Please provide budget details as directed on next page.

14. Describe the goals, purpose and merit of the project (attach a separate sheet if necessary)

15. Outline what is unique about this project:

16. Who will benefit from the project?

17. Has the applicant been involved in any previous project(s) of a similar nature? If so, describe briefly.

18. Additional information you may wish to include (attach additional pages if needed):

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2026 Grant Application Budget Sheet

Please include as much detail as possible.

Line Item	Amount requested from TCA	Amount from Applicant(s)	Total
Totals			

Other information:

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Suggested uses for potential grants (if not already budgeted by the county):

- Towson area parks improvements, including public sports fields, public green spaces
- Greening initiatives like garden or tree plantings in public spaces
- Provision, repair or replacement of outdoor amenities (playground, benches, water fountains, paths etc.)
- Funds for community/ park /stream clean-ups (especially for reusable equipment like shovels etc.)
- Startup funds for "green" projects (bike trail, 7 bridges trail etc.)
- Potential purchase of open/green space in Towson area
- Garden clubs, if improving public spaces

Prohibited uses for grant funds:

- Private property
- Sports team expenses (equipment, uniforms, trips etc.)
- Events or tournaments
- Individual interest groups (e.g. bike club, private residences)
- Any politically connected groups or project that provides a political message

Please submit a mailed application with supporting documentation, and $20 submission fee , postmarked on or before May 24, 2026 to:

TCA/ Open Space Grant Program
PO Box 5421
Towson, MD **21285-5421**

Documents may be emailed, with all attachments, by May 31, 2026 to TCA:

info@TowsonCommunities.org

Please ensure subject line states Open Space Grant: "*name of project*" and that a $21.10 PayPal application payment to TCA is made by the May 31st deadline.

The PayPal payment link can be found here:

https://www.towsoncommunities.org/membership/

Questions? Please contact the email above.