



# PLANT AMERICA

## Community Project Grants Guidelines and Application



The *PLANT AMERICA* Community Project Grants Program is sponsored by National Garden Clubs, Inc. for new or existing club projects in their respective communities. Projects may be a joint venture with another organization/s. The scope of these projects may include:

- Beautification and/or restoration
- Community gardens
- School gardens/classrooms
- Habitat for Humanity landscaping
- Blue Star Memorial landscaping
- Implementation of environmental practices
- A horticulture or environmental educational event for the public

Grant Amount: Up to \$1,000.00 is available to be used for direct expenses of projects.

### Who May Apply:

- Individual garden clubs that are members of National Garden Clubs, Inc.
- NOTE: Recipients of previous PLANT AMERICA Community Project Grants are NOT eligible to apply.

### How to Apply:

- Application is limited to a TOTAL of two (2) pages.
  - ONE (1) PAGE - Application Form
  - ONE (1) PAGE - Budget
- *Applications of more than two pages will NOT be considered.*

- Email or mail the completed application form and budget to:  
 David Robson PLANTAMERICAGRANTS@gmail.com  
 1515 W. Fayette Ave., Springfield, IL 62704-2306

### Application Deadline: October 15, 2019

- Recipients of grants will be notified, and all money will be awarded by January 31, **2020**.
- Projects must be completed by February 28, **2021**; final report forms due by April 1, **2021**.

### Judging Criteria:

In evaluating grant applications, judging is based on the following Scale of Points:

Benefits and visibility in community	40	Collaboration with other community groups	15
Impact and scope of project	25	Application form complete	5
Involvement & participation by club members	15	TOTAL	100

### Funding Guidelines:

Grants will not be provided for:

- Projects in which club does not participate in some aspect
- Purchase of Blue Star Memorial Markers
- Competitive Flower Shows
- Eagle Scout projects
- Salaries or benefits of personnel
- Political action programs
- Capital drives and building funds
- Scholarships and endowments
- Private gardens
- Lawsuits and litigation
- Overhead costs

### Final Report:

1. Deadline: within two months after the completion of the project or by April 1, 2021.
2. Send the following:
  - A short one-to-two page report describing the project including photos
  - A copy of the final financial report including all income and expenses
  - A copy of any publicity

NOTE: Please indicate if permission has been given for use of photos by NGC in print, website and social media. A release form for adults and minors can be found on the NGC website:

<http://www.gardenclub.org/about-us/press-room/minor-image-release.aspx>.

PAGE 1 - APPLICATION  
DEADLINE: OCTOBER 15, 2019

Date of Application:

Name of State Garden Club:

Applicant (Club):

Contact: (Name of individual representing club)

Address:

Email:

Phone:

**New Project:** Yes\_\_\_ No \_\_\_ **Beginning date:** **Completion date:**

**Number of Members:** **Anticipated Number Involved in Project:**

**Amount Requested (up to \$1,000):** **Total Project Budget:**

**Description of Project: (Please use font size "10" or larger)**

**Brief description of how the funds will be used:**

**Brief statement of any in-kind or volunteer services:**

PAGE 2 - BUDGET  
DEADLINE: OCTOBER 15, 2019

Garden Club Name:

State:

## EXPENSES

Plants (# X \$.00)	\$
Delivery of plants	\$
Soil amendments/mulch	\$
Other Purchases	\$
<b>*TOTAL</b>	<b>\$</b>

## INCOME

NGC Plant America Community Project Grant	\$
Approximate value of donated Labor/services	\$
Approximate value of donated Supplies/products	\$
Club's Donation	\$
Other Organizations Donation/s	\$
Other	\$
<b>*TOTAL</b>	<b>\$</b>

**\*Totals for income and expenses must be equal.**

Email or mail APPLICATION and BUDGET TO:

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