



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 but are not limited to:

- Beautification and/or restoration
- Food security/community gardens
- Youth gardening
- Habitat for Humanity landscaping
- Landscaping projects including tree planting
- Implementation of environmental practices
- A horticulture or environmental educational event for the public

Grant Amount: Up to \$2,000.00 is available to be used for direct expenses of 2024 project. **Who May Apply:**

- Individual or near-garden clubs that are members of National Garden Clubs, Inc.
- **NOTE:** Recipients of previous PLANT AMERICA Community Project Grants are **NOT** eligible to apply. **Exception:** Clubs who received a grant for the inaugural 2017-2018 year.

• How to Apply using this PDF form:

- Application is limited to a **TOTAL of two (2) pages**. (This page does not count.)
 - **ONE (1) PAGE** - Application Form (Page 1)
 - **ONE (1) PAGE** - Budget (Page 2)
- *Applications of more than two pages will **NOT** be considered. **NO PHOTOS/DIAGRAMS.***

• Save this form to your desktop and open it in Adobe Acrobat; it is not fillable with most internet browsers. Fill in, save the changes and email the completed **application form** and **budget** to: PlantAmericaGrants@gardenclub.org.

Application Deadline: October 15, 2023, midnight CDT.

- Recipients of grants will be notified, and all money will be awarded by **January 31, 2024**.
- Projects must be completed by **February 28, 2025**; final report forms due by **April 1, 2025**.

Judging Criteria:

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

Benefits and visibility in community	35	Collaboration with other community groups	15
Impact and scope of project	30	Application form complete	5
Involvement & participation by club memers	15	TOTAL	100

Funding Guidelines:

Grants will not be provided for:

- Projects in which club does not participate in some aspect
- Purchase of Blue or Gold Star Markers
- Competitive Flower Shows
- Scout projects
- Salaries or benefits of personnel
- Political action programs
- Capital drives and/or fund building
- Scholarships and/or endowments
- Private gardens
- Lawsuits and/or litigation
- Overhead costs
- Projects completed before 2024.

Final Report:

1. **Deadline:** within two months after the completion of the project or by April 1, 2025.
2. Email the following:
 - A short two-to-three pages report describing the project including photos
 - A copy of the final financial report including all income and expenses
 - A copy of any publicity
3. Refer to the NGC Website for sample final reports.

NOTE: Permission must be given for use of photos of people used by NGC in print, website and social media. Photo release forms for adults and children can be found on the NGC website:

<https://gardenclub.org/sites/default/files/2020-05/ngc-publication-release-fillable-01.pdf>

PAGE 1 - APPLICATION
DEADLINE: OCTOBER 15, 2023

Date of Application:

Name of State Garden Club:

Applicant (Club/s):

Contact: (Name of individual representing club/s)

Contact Email address

Phone

Club Treasurer's Name

Club Treasurer's Address

Club Treasurer's Email

Phone:

Check if New Project

Beginning Date:

Completion Date:

Number of Club Members:

Anticipated Number Members Involved in Project:

Amount Requested (up to \$2,000):

Total Project Budget:

Club EIN/Non-Profit Number

Description of Intended Project:

Brief description of how the funds will be used: (type of plants, hardscape items, construction, etc.)

Brief statement of any in-kind or volunteer services excluding club members: (who, number of hours, function, etc.)

PAGE 2 - BUDGET
DEADLINE: OCTOBER 15, 2023

Garden Club Name:

State:

EXPENSES

Plants (# X \$.00) (listed below)	\$
Delivery of plants	\$
Soil amendments/mulch	\$
Other Purchases	\$

*TOTAL EXPENSES	\$
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INCOME

NGC Plant America Community Project Grant requested	\$
Approximate value of donated Supplies/products	\$
Club's Contribution	\$
Other Organizations' Donation/s	\$
Other (listed below)	\$

*TOTAL INCOME	\$
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***Totals for income and expenses must be equal.**

SEE NGC WEBSITE (PLANT AMERICA COMMUNITY PROJECT GRANTS) FOR DEFINITION OF THESE CATEGORIES AND WHAT CAN BE INCLUDED.

Email APPLICATION and BUDGET (and Questions) TO:

PlantAmericaGrants@gardenclub.org