

**AUBURN GARDEN CLUB  
GRANTS PROGRAM  
2011-2012**

**How to Apply:**

1. All applications must be submitted on the AGC Forms. Print the PDF files and complete the forms. Please print with blue or black pen to assure your entries are legible.
2. Complete all parts of pages 2, 3, 4, and 5 (Part A) if applicable.
3. You may submit up to 2 (two) pages of attachments with the application to support your proposal. These may include color photos (good quality photocopies OK), with captions, garden plans, or other written materials concerning the proposal. All attachments should fit within a standard page format of 8.5" x 11" (if possible). No loose photos, please. Attachments should accompany each copy of the application and cannot be returned.
4. Applicants should send the application (including copies of attachments to the AGC (see address below) postmarked no later than April 1, 2012. Email applications will be accepted with proper signatures.
5. Notification will be sent by May 30, 2012.
6. Grantees are required to submit a report at the completion of the project. Reporting form will accompany check.

Send completed application to:

Karen Tajbl, Grants Committee  
Auburn Garden Club  
11473 Sherwood Way  
Auburn, CA 95602

**APPLICATION  
AUBURN GARDEN CLUB GRANTS PROGRAM  
2011-2012**

Applications must be typewritten or printed clearly. You may duplicate the application form using a standard word processing program, but must retain the original format.

**Your organization must be nonprofit in order to receive AGC grant.**

Name of Project: \_\_\_\_\_

Estimated Budget of Project: \$ \_\_\_\_\_ Amount requested from AGC: \$ \_\_\_\_\_

Organization Name: \_\_\_\_\_

Organization Address: \_\_\_\_\_

Nonprofit organization's EIN number, if applicable: \_\_\_\_\_

Address of project, if different from address above: \_\_\_\_\_

Grant Contact: \_\_\_\_\_ Title: \_\_\_\_\_

Phone number for Grant Contact Person: \_\_\_\_\_

Fax Number \_\_\_\_\_ E-mail address: \_\_\_\_\_

Check to be made payable to: \_\_\_\_\_

(Checks cannot be made payable to an individual)

Address for Grant

Check \_\_\_\_\_

Anticipated date of completion of funded portion of grant project: \_\_\_\_\_

Please categorize your organization by checking off the space next to one of the choices below:

Community Garden

Social Service Agency

Garden Club

Environmental Center

Community Center

Educational Institution  High School,  Elementary School,  Preschool,  Higher Education

Public Garden/Arboretum

Other: Please indicate \_\_\_\_\_

How did you hear about the AGC Grants Program? \_\_\_\_\_

If your organization has received an AGC grant before, please fill out Part A and include with application.

Please answer the following, using no more than 2 (two) typed pages.

1. What are the goals of your project? What will you do? Is it new or ongoing?”
2. What is the group to be served by the project?
3. Describe everyone involved in the project. Who has the expertise to guide the project?
4. Describe what work has already been done toward implementing this project and what plans you have for its sustainability. If possible, include a time line for the project.
5. General outline for funding history and plans. Use budget form for specifics.
6. How will you measure the effectiveness of your project?

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**Budget and Funding Sources** (Use attachment for specified materials, as needed.)

<u>Budget Category</u>	<u>Amount Requested From AGC</u>	<u>Amount Requested From other sources</u>	<u>Total</u>
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**Garden Materials:**

**Plants:**

**Landscaping:**

**Written Materials:**

**Other:**

Note: To be considered, each grant application must be reviewed and signed by the organization administrator and the grant contact person.

**I have reviewed this completed application in its entirety and assume responsibility for the expenditure of any funding received from the Auburn Garden Club.**

Signature of Grant Contact \_\_\_\_\_ Date \_\_\_\_\_

Signature of organization administrator \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_

Title \_\_\_\_\_

Auburn Garden Club Grants Program  
Part A  
For those Organizations who have received Grants Previously

Please describe: when the grant was received, how much was received, was the project successful and ongoing, and who benefits from this project.