

## **AUBURN GARDEN CLUB GRANTS PROGRAM 2010**

### **How to Apply:**

1. Please read all instructions carefully. All applications must be typewritten. You may duplicate the application form using your own word processing program, but please do not reformat or add additional information. PLEASE DO NOT INCLUDE A COVER LETTER WITH YOUR APPLICATION.
2. Complete all parts of pages 1 and 2 of this application.
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 3 (three) copies of the application (including copies of attachments to the AGC (see address below) postmarked not later than April 13<sup>th</sup>, 2010. Faxed or electronically transmitted material cannot be accepted.
5. Notification will be sent **on or about** May 15<sup>th</sup>, 2010.
6. Grantees are required to submit a report of project accomplishments at the conclusion of the grant. Reporting form will accompany check.

Please complete the two page application and return to the AGC Grants Program Committee.

Send completed application to:

Kathryn Chamblin  
Scholarships and Grants Committee  
Auburn Garden Club  
2845 Christian Valley Road  
Auburn, CA 95602  
530.878.3653  
email: [auburn.garden.club@hotmail.com](mailto:auburn.garden.club@hotmail.com)

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

<b>Budget Category</b> Specify: e.g. 3 yd. bark mulch	<b>Amount Requested From AGC</b>	<b>Amount Requested from other sources</b>	<b>Total of combined requests</b>
<b>Garden Materials</b>			
<b>Plants</b>			
<b>Landscaping</b>			
<b>Materials</b>			
<b>Written Materials</b>			
<b>Other</b>			

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

**I have reviewed this completed two page 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 \_\_\_\_\_

**APPLICATION**  
**AUBURN GARDEN CLUB GRANTS PROGRAM**  
**2010**

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

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

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

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

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

Is this a nonprofit organization? Yes\_\_\_\_ No\_\_\_\_ If not, please specify\_\_\_\_\_

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?

Has your organization applied for an AGC grant before? \_\_\_\_\_ If yes, when? \_\_\_\_\_

Please answer the following, using no more than 2 (two) typed pages in a standard 12 point font.

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?