



**PROJECT
GRANT
APPLICATION**

As a member or friend of the Garden Club of York, your ideas and input are a valued asset to the beautification projects and relationships we build with community not-for-profit partners – civic organizations, youth, and church groups – in building a blooming and environmentally “green” York. We are excited that you also recognize the positive impact that our club has made in making gardening more available to York residents, while presenting a welcoming and vibrant vision to those passing through our city. We appreciate your involvement as we strive to educate and work toward our Mission: *“To stimulate, educate and develop the spirit of gardening”* and to align with our Purpose:

- *To encourage interest in decorative flower and plant arrangement*
- *To promote interest in home and civic gardening*
- *To promote and preserve native plants, pollinators, and birds*
- *To encourage conservation of natural resources and environmental responsibility*

As a first step in determining if your suggestion would be a good fit for our club, please provide us with the following information regarding your proposed project. Proposals are limited to \$5000.00 per year with the possibility of renewal two more times.

PROJECT GRANT APPLICATION INFORMATION

1. **Name of applicant:** _____

Organization (if applicable): _____

Address: _____

Phone#: _____ **Mobile Phone#:** _____

Email Address: _____

2. **Project Request Date:** _____

3. **Project Start Date:** _____ **Project Completion Date:** _____

4. **Description:**

On a separate sheet, please write a description of the project and address each of the items listed on the following page (2).

NOTE: This information must be included with the application form and submitted by January 15th.

- a. Name of project.
- b. Detailed description of the project.
- c. How does the project fit the Mission and Purpose of The Garden Club of York? (see page 1)
- d. Location of the project (be specific).
- e. Who will be on the project committee?
- f. Are other group(s) funding or working with the applicant? If yes, please name.
- g. Who will benefit from the project and how do they benefit?
- h. Project timeline (not to exceed one year).
- i. Once the initial project is completed, what type of maintenance/follow-up will be needed and who will be responsible?

5. Funds requested require substantiation.

Attach an itemized list of expenses (not to exceed \$5,000) to the submitted application.

6. Signatures

Signature of Applicant: _____

Printed Name of Applicant: _____

Signature of Organization's Representative (if applicable): _____

Printed Name of Organization (if applicable): _____

Date: _____

PROJECT GRANT TIMELINE

- Application Due Date: January 15th
- Decision Made: February 28th
- Applicant(s) Notified: March 10th
- Project Effective Date: April 1st
- 6-Month Progress Report
 - Form Mailed to Grantees: September 15th
 - Completed Form to GCY: October 1st

Applicants will be notified when the application has been reviewed and the decision is made (refer to process timeline above).

Applicants may scan/copy and submit this and any attachments to info@gardenclubofyork.com or mail it to Garden Club of York, P O Box 7079, York, PA 17404. Refer questions to info@gardenclubofyork.com.

FOR GCY USE ONLY

Project Grant Review Summary

Date: _____

Project Name: _____

Project Accepted (circle): **YES** **NO**

Assigned GCY Liaison: _____

Reason for Denial:

Signature of Project Grants Review Committee Chair: _____

Date: _____

Signature of GCY President: _____

Date: _____

FOR GCY USE ONLY

Date: _____

Reviewer: _____

Project Name: _____

***Rating Scale: 1(Low) to 3(High)

	Yes	No	Rate 1, 2, 3	Comments
Items 1,2,3 are complete (page 1)				
4a is complete (page 2)				
4b is complete (page 2)				
4c is complete (page 2)				
4d is complete (page 2)				
4e is complete (page 2)				
4f is complete (page 2)				
4g is complete (page 2)				
4h is complete (page 2)				
4i is complete (page 2)				
Items 5 & 6 are complete (page 2)				
Totals				