



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

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 [gardenclubofyork@gmail.com](mailto:gardenclubofyork@gmail.com) or mail it to Garden Club of York, P O Box 7079, York, PA 17404. Refer questions to [gardenclubofyork@gmail.com](mailto:gardenclubofyork@gmail.com)

<b>FOR GCY USE ONLY</b>
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### 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:** \_\_\_\_\_

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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				