



Madison Area Master Gardeners Association Grant Application

School Gardening Projects

The Madison Area Master Gardeners Association (MAMGA) is now accepting grant applications for school gardening projects to be used during the 2008-2009 school year. We provide financial support for gardening projects that meet many of the following criteria:

- Community: Increases beauty and sense of ownership in the community
- Educational: Increases community knowledge base/innovative gardening methods
- Stewardship: Environmentally/Ecologically responsible
- Teamwork: Involves community service through volunteering, esp. youth
- Effectiveness: Meets needs or curriculum/lesson plans

Grant awards for school gardening projects will be \$50

All proposals must be submitted by October 15, 2008.
Grant applicants will be notified by November 1, 2008.

Members of MAMGA's Executive Board will read and review each one in depth. The hardest part for us will be turning down a request. We will strive to grant those applicants with the best rankings when scored against the project criteria, listed above.

It is exciting for us to learn of the many school gardening projects being implemented for Dane County schools.

ABOUT US

Madison Area Master Gardeners Association is a 501(c)(3) non-profit corporation. Its members are formally trained to assist Dane County Extension Horticultural Agents with gardening concerns and the education of the county's residents. They are dedicated gardeners promoting responsible gardening through education, volunteer service and fellowship. This is our fourteenth year to write, edit, illustrate, publish and distribute the *Wisconsin Garden Journal*, which is the primary funding source for these grants.

GUIDELINES FOR GRANT APPLICANTS

Who can apply?

Applicants must be part of a public Dane County School District (grades K-12)
Grants not funded: Private Academic Institutions

Requirements

Project must adhere to all school property requirements; local, state and federal regulations and ordinances. Permission for alteration of any property must be provided by the appropriate school administrative staff or the receiving public property curator authorized to act for the property, as directed on the application.

How to apply?

Applications: Only complete applications that use this GRANT APPLICATION FORM shall be reviewed. All applications shall be typed, single-spaced with a minimum of 10 points, either in an electronic Microsoft Word file, or on a hard copy of the form. All additional attachments, including illustrations or photographs, will be on 8-1/2" x 11" paper, or larger, or scanned/digitized in a .jpg/.tif or an Adobe Acrobat (.pdf) file, or equivalent. Contact us if using an alternative format, prior to submission deadline.

Timeline: Projects must include a specific timeline, including when it is expected to begin and when the project is expected to be completed in the 2008-2009 school year. Awardees cannot assume similar funding on future calendar year grant applications for continuation work on the same project, although such awards have been made in the past.

Dates and Deadlines

Submission: We recommend submissions be made by email to mamgagrants@yahoo.com by *October 15, 2008*. The blank application form will be available on our website as a Microsoft Word document, at <http://www.madison.com/communities/mamga/library>. If the submission cannot be opened/read by the receiving computer, the applicant may be asked to submit it by mail or hand delivered by this same deadline.

If submitted by mail, especially if any computer file is of such a size—possibly due to illustrations/graphics—it would be difficult to submit electronically, a hard copy of the application package (including a CD-ROM) shall be postmarked by the *October 15, 2008* deadline. Submit to MAMGA GRANTS, PO Box 259318, Madison, WI 53725-9318. Call 608-224-3721 and leave a message, if you cannot contact us by email.

Award: All applicants will receive a response whether the grant is awarded or denied by *November 1, 2008*. We can help awardees in preparing organizational and community newsletter/newspaper press releases, and can be available for press photographs. MAMGA reserves the right to disseminate any information about the project, related to its own funding, to the extent it deems appropriate.

Unused funds: Must be returned and all remaining expense receipts must be submitted to MAMGA by *March 1, 2009*. An explanation of the reason for the unused funds would be appreciated. We would prefer funds be used for the purpose of the project in a timely manner. Note: MAMGA has no plan in place to supplement additional needs of an awardee.

Final Report: Grant awardees shall e-mail a brief summary including a photo to mamgagrants@yahoo.com upon project completion.



Madison Area Master Gardeners Association

Grant Application School Gardening Project

Initials of Applicant:

Legal name of School

Name of Classroom Teacher

Grade

Address of School to administer grant

Postal/Web Address:	Physical Address:
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Designated contact for project

Master Gardener Volunteer associated with the project (if applicable)

Name	
Title	
Phone	
Fax	
Email	

Title of project (short descriptive title)

- Grant Criteria Met by this Project**
See cover page for explanation
- Community Beautification
 - Stewardship/Eco-responsible
 - Effectiveness/Meets needs of curriculum/lesson plans
 - Educational/Increase Knowledge of Hort Science
 - Teamwork/Comm Involvement- Est.count (#)

How will grant funds be used? (project summary, more detail on next page)

Project Detail (Use additional pages, if necessary, but please keep your responses brief)

1. Who/What group will be directly participating in the project?

2. Who/What group will benefit from the project and how?

District Official must MAIL us a letter, certifying their permission.

If Awarded, Make Check Payable to

Name:

Institution: