

In order to be eligible for consideration for a grant, requests must meet the following criteria:

1. The applicant must be a charitable, non-profit organization, library, or school program.
2. The grant-related project must be accessible and within Pender County.
3. Grants are for new projects only.
4. Grant requests cannot be to reimburse money already spent or projects already completed.
5. Along with the application, applicants must submit:
 - A. a description of the proposed project
 - B. a landscape plot plan (photos are acceptable)
 - C. a maintenance plan
 - D. a plan for sustainability
6. A project must have an estimated completion date within one year of the grant award.
7. A project end report/impact statement is required and is due to the Pender County Extension Master Gardener Volunteer Association (PCEMGVA) within 45 days following the completion of the project.
8. The amount of the award is at the discretion of PCEMGVA Grants Committee.
9. Any unused portion of the grant funding must be returned to the PCEMGVA upon completion of the grant project.
10. The PCEMGVA will appoint a point of contact volunteer to serve as a sponsor for awarded projects.
11. Funding year is from January until December. Grant requests may be submitted throughout the year but no later than September 30. Grants submitted after September 30 will be considered for funding the next grant funding cycle.
12. Grants are awarded annually in December.

Mail completed application to:

**PCEMGVA Grants Committee Pender County Center
801 South Walker Street
Burgaw, NC 28425**

Organization or name: _____

Date: _____

Address: _____

Phone: _____

Website (if applicable): _____ Email: _____

Contact Person:

Name: _____ Phone: _____ Email: _____

Estimated budget of total project completed: \$ _____ Amount

Requested from PCEMGVA: \$ _____

Do you have the means to complete this project? Yes No

Is the applicant a charitable, non-profit organization, library, or school program? Yes No If
yes, circle which type above.

Address of project if different from address above: _____

Check to be made payable to: _____
(Checks cannot be made to an individual)

Anticipated date of completion of entire project : _____

Please answer the following and attach to your application:

1. What is the unique botanical, horticultural, environmental, historical and/or educational value of the project?
2. Describe the project location, public access, public interest and target audience. How is this location of value to the community? Submit drawings or pictures of project site.
3. In terms of community education, good gardening practices and land conservation: what will be the community impact of this project?
4. Describe the plan for project completion, on-going maintenance, and monitoring.
5. Please provide a timeline for the project including completion date.
6. Please give detailed, specific cost estimates, or a budget, as to how the money requested will be spent.
7. Are you applying to other funding sources for this project? If so, identify different grants in your budget.
8. Is any of the grant money for reimbursement of funds already spent? Please be specific in your answer.

A PCEMGVA member will contact applicant for further clarification as needed.

I have reviewed the application and assume responsibility for the expenditure of any funding received from the Pender County Extension Master Gardener Volunteer Association (PCEMGVA).

Signature of responsible party: _____ Date: _____