

Whatcom Horticultural Society

Reserve Fund Grant Application Information Sheet

- Purpose of Grants

Whatcom Horticultural Society Reserve Fund Grants are intended to support projects which are consistent with the purposes of the Society itself, i.e., projects which have strong educational components tending to enrich the horticultural community of the Pacific Northwest. While Grants are intended to help fund projects for which sufficient financial support might not otherwise be available, preference will be accorded to projects which show broad community support and independent commitment from the applicant as well.

Projects must have demonstrable, tangible results which are published, exhibited or otherwise made available to the interested public.

- Funding

Upon Award a funding schedule/process will be provided to the successful applicant. At the discretion of the Society, funding may be spread across significant project milestones and made contingent upon submission of appropriate progress reports. In all cases final payment will be conditioned upon submission of a final report setting forth the results of the project and a summary of the use of the grant funds. A summary report of the project, suitable for publication in the Society's *Social Gardener*, will be submitted as a condition of final payment. Documentation regarding the use of the funds will be submitted to the Society upon request and will be maintained by the grant recipient for a minimum of 5 years.

- Insurance/Legal Requirements

Recipients may be required to demonstrate insurance coverage satisfactory to the Society and must comply with all appropriate federal, state and local laws which may govern the project. The grant recipient agrees to indemnify and hold the Society harmless from any and all claims alleged to have arisen in conjunction with the project.

- Public Acknowledgment

Recipients must acknowledge the support of the Whatcom Horticultural Society in all publications, printed programs, signage and other public presentations.

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- Review Criteria

Expected results, both tangible and intangible

Planned dissemination of results and educational impact

Project Quality

Feasibility: Is the project well-conceived; is the applicant's experience relevant and sufficient?

Partnership: What sources of non-financial support will be utilized? Is there a broad base of community support as evidenced by volunteers, contributions or in other ways?

Other Funding: Will other sources provide a significant portion of the funds required? Has the applicant made attempts to secure additional financial participation?

Schedule: Is the proposed schedule realistic?

- Budget: Income, both cash and in-kind. Expenses, both direct and overhead. (Grant funds may not be used for salaries nor to supplant staff salaries.) Is there a possibility of net income from this Project and, if so, who is the intended beneficiary?