

KING COUNTY MASTER GARDENER FOUNDATION

ELLEN A'KEY GRANT

Guidelines for Applications

1. Application is open to all non-urban county Master Gardener programs. (Clark, Kitsap, Pierce, Snohomish and Spokane counties are not eligible; it is our thought that resources are more readily available in the more populated counties.)
2. Only Washington State University Master Gardener sponsored and administered programs are eligible for consideration.
3. Up to \$1,500 is available annually; one county may receive the entire amount, or it may be shared between two, depending on the needs described in the applications received.
4. Applications must be received by July 1. Grants for the following year will be announced at the September annual state Master Gardener conference.
5. A committee of four members, two designated by the Board of the King County Master Gardener Foundation and two designated by the Board of the Washington State Master Gardener Foundation, shall review the applications.
6. If a majority of that group does not agree upon the successful application(s), the final decision shall be made by the Board of the King County Master Gardeners.
7. These grants are for one time only, and cannot be renewed.
8. Recipient counties are eligible to re-apply for a new project three years after a grant has been awarded and completed.
9. Operating expenses and funding are eligible, but start-up and/or expansion funds for new and/or innovative programs shall be favored.
10. Project-end reports should be sent jointly to the State Master Gardener Foundation and the King County Master Gardener Foundation, and each county receiving this grant is encouraged to use every means available (the State Foundation Newsletter and state conference meetings, for example) to

share their experiences, outcomes and ideas with other Master Gardeners and Master Gardener organizations.

11. The Project Leader must be a WSU Master Gardener, County Agent or MG Coordinator and identified on each application, and each application must be signed by three volunteers (all Master Gardeners) as well as by the WSU Program Coordinator or County Extension Agent.
12. Joint programs with other county, state or non-profit organizations and/or groups are eligible, but financial control of the granted funds must remain with the Master Gardener county organization or office.

KING COUNTY MASTER GARDENER FOUNDATION

ELLEN A'KEY GRANT

Application

Thank you for your interest in applying for a Ellen A'Key King County Master Gardener Foundation grant. We encourage applications that

- contribute to and expand the effectiveness of the Master Gardener program in Washington State communities, and
- provide education, training and information on horticulture and sustainable gardening practices to state residents.

Please return your application to the address on the cover. You are encouraged to include copies of brochures, pictures, news clippings, or other materials that would help us to understand your organization and the activities for which the funding is requested. As a general rule, this grant does not fund individual activities, travel expenses or scholarships.

Date Request Submitted: _____

County: _____

Master Gardener Primary Contact: _____

Address: _____

City/State/Zip: _____

Phone: Day _____ Evening: _____

E-mail: _____

Project Title: _____

Location: _____

Expected Start Date: _____

Please answer all questions as fully and completely as possible, using as many pages as necessary.

1. Why do you want to do this? Is there a problem that this project will help solve? If so, please describe.
2. Description of project, including timeline, responsibilities and your action plan.
3. What will be changed if this project is funded? What outcome are you seeking?
4. How will you know if you are successful? Who will evaluate the project? When will evaluation occur?
5. Is there an expected completion date, or is this an ongoing project? If this is an ongoing project (as opposed to a one-time only effort), how will you sustain it after the funding period ends?
6. Is this a joint project with another agency or organization? If yes, please identify and describe the extent of their involvement and support.
7. What else do we need to know about this project in order to fairly consider it for funding?
8. Who are the Master Gardeners supporting and involved with this project and when did they complete training?

1.

2.

3.

Funding Request

Please attach budget and name of person within Master Gardener program who will authorize expenditures.

Amount Requested: _____

Application submitted by: (please sign)

MG _____

MG _____

MG _____

WSU _____

Program Coordinator or County Extension Agent

Thank you.

January 2009