



AMGA APPLICATION: Project Funding Program

1. NAME and ADDRESS of AMGA Association submitting application:

2. Name/Title of Project:

3. Location of Project: ADDRESS:

CITY: _____ COUNTY: _____

4. Amount of funding requested (provide detailed cost proposal, attachments may be included):

5. Describe your project in detail, addressing the goals to be achieved (attachments may be included)

6. How many volunteers will be used? _____

Describe volunteers' involvement, specifically, Master Gardener participation:

7. Have other sources of funding been received for this project or will they be required? __ Y
__ N

If yes, please provide details:

8. Who will be responsible for the design and implementation of the project?

9. Who will be the contact person for the project?

NAME: _____

ADDRESS: _____

City: _____ STATE _____ ZIPCODE _____

PHONE: CELL _____ HOME _____

EMAIL: _____

10. If required, how will you address long term maintenance?

11. Please list any special considerations you would like to have evaluated with this application.

12. The signed and dated President's Letter must accompany the completed application.

President's Letter

To the Project Funding Committee, Alabama Master Gardener Association

Re: Project Funding Application

I have reviewed the completed grant application, and I concur with the requested amount of funding as well as with the other information provided.

I understand, as stated in the Project Funding Mission Statement, that if my association is selected for funding, an agreement with the Alabama Master Gardener Association must be signed. (See Sample Agreement, next page.)

My signature below indicates that I understand and accept the above criteria.

This signed letter will accompany the application.

President (or other officer if president wrote the application)

Name of Association

Date Signed _____

**AGREEMENT BETWEEN THE
ALABAMA MASTER GARDENERS ASSOCIATION, INC.
AND THE**

**MASTER GARDENERS ASSOCIATION
GRANT FOR**

The Alabama Master Gardeners Association, Inc. hereby grants \$_____ to the
_____ Master Gardeners Association for

The _____ Master Gardeners Association
agrees to:

1. Present project status report to the AMGA Board of Directors or AMGA membership and/or provide an article for the State Newsletter, The Garden Pathways, as requested by AMGA.
2. Provide financial accountability and all original receipts for project expenditures to the AMGA treasurer within 6 months of project completion.
3. Provide any other information requested by AMGA, including yearly updates which are necessary to maintain AMGA's 501(c) (3) status.
4. Be open to visits by the AMGA Board of Directors and/or its representatives.
5. Utilize as many Master Gardeners as possible.
6. Endeavor to promote the educational aspects of the project.
7. Assist AMGA with publicity/recognition activities associated with the project.
8. Prepare and file a Project Status Report annually by December 31 and at the completion of the project with the Project Funding Committee Chair.

President, Alabama Master Gardeners Association, Inc.

Date: _____

President (Master Gardener Association)

Date: _____

PROJECT STATUS REPORT
INCLUDING ELECTRONICS

Please complete this form regarding the project for which you received funding from the Alabama Master Gardener Association in 20____. This information is necessary for keeping our 501(c)(3) status if we are audited.

*Name of MG association _____

*Name of Project _____

*Amount of Funding received from AMGA: \$ _____

Type of organization receiving the project (school, city, park etc.) _____

Specific objective of project _____

Progress made by end year one _____

Who will maintain project after completion (i.e., Master Gardeners, high school students, etc.)

How many Master Gardeners participated in this project? _____

How does your project benefit the community? _____

How did you promote the educational aspects of this project? _____

What publicity or recognition has your project received? _____

ELECTRONICS

If your association received a Project Funding grant for electronics, how will they be used?

How will your electronics benefit your community? _____

Other comments regarding your project or electronics _____

* Must be completed on all Status Reports. Include receipts for all purchases, original or copies.