



THE COLUMBUS FOUNDATION

City of Columbus and Franklin County Community Gardens Grant In cooperation with the Foundation for Active Living of The Columbus Foundation

Recognizing the many benefits of community gardens, the City of Columbus and Franklin County have partnered to support existing gardens and encourage the creation of new ones. Community gardens, as defined by the granting agencies, is any piece of land gardened by a group of people for the betterment of the community. It can be urban, suburban, or rural. It can grow flowers, fruits, herbs, or vegetables. It can be one community plot, or many individual plots. Produce can be grown in containers, raised beds, or on a vacant piece of land. It can be at a school, church, hospital, or in a neighborhood. It can also be a series of plots dedicated to "urban agriculture" where the produce is grown for a market.

To qualify for a grant, the applicant must meet the following requirements:

- Registered Section 501(c)(3) of the Internal Revenue Code, an Area Commission, government agency, or have a fiscal sponsor. A fiscal sponsor may be a registered 501 (c)(3) organization or government agency that has agreed to manage a project's awarded grant.
- Be located within the City of Columbus or qualifying areas of Franklin County.
 - Note: To determine whether or not your project is located in a qualifying area, please reference the attached map or call Franklin County Board of Commissioners at (614) 525-3322 prior to submitting your grant application.

Grant awards will be made up to \$4,000 for supplies and/or contractual services. Ongoing operational or personnel costs are not an allowable expense. *Grant awards may call for additional requirements and reporting to the granting agency. Grant awards may be supplemented with in-kind contributions compliments of the Scotts Miracle-Gro Company.*

Applications must be submitted by email no later than Friday, April 1, 2011 by 11:59 p.m. A complete application will include the following Proposal Elements. *Incomplete applications will not be accepted.* Please note that you may be asked to present your project to a selection committee.

Proposal Elements

- 1) Proposal Coversheet
- 2) Fiscal Sponsor Form (*if applicable*)
- 3) Project Narrative
- 4) Project Budget
- 5) Land ownership document or lease agreement
- 6) Site photos (*optional*)

Proposal Evaluation

Applications will be scored based on the following criteria:

- Demonstrated community need
- Ability to meet community need
- Demonstrated capacity to achieve stated goals and maintain long-term viability of the garden
- Utilization of environmentally sensitive practices (applicants are encouraged to join the GreenSpot program at www.ColumbusGreenSpot.org)
- Commitment to training and education for gardeners and volunteers

PROPOSAL COVERSHEET

General Information

Organization Name (Fiscal Sponsor):

Address:

President or Primary Contact:

Project Manager:

Garden Address (if different from above)

Project Designer Phone Number:

Project Designer E-mail:

Project Information

Amount Requested:

Time Period of Project:

From:

To:

Brief Description of Project (limited to **space** provided):

Please check the following boxes that apply to your garden site:

New Garden

Existing Garden

Primary use:

Produce

Beautification

Stormwater

Other, please explain

Located:

Columbus Land Bank site

Columbus Parkland

Qualifying area of Franklin Co.

Private property

Other, please explain:

I certify that the above information is true to the best of my knowledge.

Signature of Executive Director (Fiscal Sponsor)

Print Name

Title

Date

The organization above has the authority to submit this request.

Signature of Project Manager

Print Name

Title

Date

FISCAL SPONSOR FORM

Name of the Garden or Green Space Group:	
Name of the Project:	
Name of Fiscal Sponsor:	
Address:	Executive Director:
	Project Manager Phone Number:
Project Manager E-mail:	

Please remember to include a copy of your 501(c)(3) designation letter, if applicable.

PROJECT NARRATIVE

Please compile the following information to illustrate to the grant review committee why your project is ideal for funding (maximum 4 pages, 12-point font). Please number each response according to the questions below. *Handwritten applications will not be accepted.*

- 1) Provide a brief history of the organization or neighborhood group and describe an example of a project undertaken in the past.
- 2) Describe the garden. Include geographic boundaries, target audience, and number of residents who may be involved in the project.
- 3) Describe what benefits the community will gain from this project.
- 4) Describe the challenges the garden has or will encounter and how grant support will help to overcome them.
- 5) Describe plans to implement, maintain, and sustain the garden project into the future, including plans to raise money to continue the project when the grant award ends.
- 6) How do you plan to demonstrate the success of this project? (Grantees will be asked to submit a final report.)
- 7) List other funding sources and amount received, including cash and in-kind services or products.
- 8) Describe the qualifications of the garden project manager and volunteers to cultivate a productive garden. If offered as part of a grant award, would you send a representative to attend a series of educational courses on gardening at the Franklin Park Conservatory?

PROJECT BUDGET

Itemize projected costs grouped in the following categories:

Suggested format:

Item	Amount
Supplies	
Contractual	
Other Costs	
Total	<input type="text"/>

Notes:

Applications are to be electronically submitted as attachments to submit@columbusfoundation.org. Questions may be directed to Dr. Lisa Courtice at lcourtice@columbusfoundation.org or (614) 251-4000.

The granting agencies reserve the right to reject any application, in its sole and absolute discretion, and decisions of are final. Neither the granting agencies nor its representatives will be liable for any expenses incurred in connection with the preparation or revision of an application.