

**JEFFERSON COUNTY MASTER GARDENER FOUNDATION
Grant Information**

The purpose of the Jefferson County Master Gardener Foundation (JCMGF) Grants program is to encourage the practice of volunteer horticulture and environmental stewardship to residents of Jefferson County. The Foundation is committed to funding projects that are research-based practices as advocated by WSU and the Washington State Master Gardener program. As a community educational program supporting the WSU Cooperative Extension, JCMGF policies and programs are available to all without discrimination.

- Awards could be up to \$750 depending on the income of the Foundation for that year.
- The purpose of the organization must be compatible with the purposes of JCMGF, its services, and the programs must be available to all in the community without discrimination.
- There is one application deadline per year. Applications must be postmarked by **May 1**. Awards will be announced following a site visit to each project.

Awards will be made based upon completion of questions on page 2 of the application in your proposal. (NOTE: salaries and administrative costs are not funded.)

Procedure for applying for a grant

Sign this page, provide required information from page 2 and a page detailing the budget supplies, costs and potential suppliers. Be concise stating what you want to do, the volunteers committed to the project and how it will benefit the community in an environmentally safe way. Emailed applications are due by midnight, May 1.

- ✓ **Send this signed page, and page 2 and separate budget page by email (preferred) in Microsoft Word or PDF Format, to: lindapfafman@gmail.com**
- ✓ **OR, Mail one original and seven (7) copies to: Linda Pfafman, attn: Jefferson County Master Gardener Foundation Grants Program, P.O. Box 693, Port Townsend, WA 98368**

I confirm that the information submitted is accurate and complete to the best of my knowledge. I will be available for an interview and can expect a site visit to the project. By completing and submitting this application, I understand that this information and other pertinent data will be used by the JCMGF to make a determination of eligibility.

If funding is received, I agree to abide by the criteria and guidelines. If requested, I agree to make a presentation to the Master Gardener Program and /or provide information for news releases to the local newspapers or Master Gardener publications.

Signature of authorized organization
Representative or individual applicant

Date

Print name and title

**JEFFERSON COUNTY MASTER GARDENER FOUNDATION
Grant Application**

Title of project: _____

Name of organization or group requesting funds: _____

Contact person: _____ Phone: _____

Mailing address: _____ Email _____

Address of site involved in the project: _____

Total Amount Requested: _____

Check to be made out to:

Please complete the following required information:

A brief description of the organization/group and its purpose:

A brief description of the project, which includes the environmentally safe horticulture and sustainable practices/information, you plan to use.

The number of volunteers committed to this project:

The plan to share information with others in the community:

Date you estimate you will start this project: _____ Projected time of completion: _____

Plan to evaluate the impact of the project:

At the end of your project, please send pictures that include volunteers who helped with the project and the end product or task. Please include statements from those who helped as to how the project either benefited them or the greater community, The project report should be e-mailed to lindapfafman@gmail.com.

Please attach on a separate page a detailed budget of costs, supplies, and potential suppliers. Please make an effort to find the lowest prices available for material items. Often discounts or donations are available to community gardens and school projects.

Questions? Call Linda Pfafman at 360-821-9991.