



## 2023 Jane R. Parks Memorial Grant Proposal Form

Memorial Fund Mission To support the community in its pursuit of continuing education through and contributions to humanity through the creative, spiritual, and replenishing endowments of horticulture. The Jane R. Parks Memorial Fund was established in 2012 by mutual agreement between the Parks family and the Master Gardeners of North Alabama (MGNA). Details of the Grant Fund may be found at [www.mginfo.org](http://www.mginfo.org). **The submission deadline is October 15, 2023.**

### Qualifying Criteria for Project Grant Funds

1. The purpose of the project is educational.
2. The funding will be granted to an already existing project, under the sponsorship of at least one adult (18 years or older). The adult must be linked through an official volunteer or hired status with the organization submitting the application.

3. The project promotes community involvement in horticulture.
4. The project has realistic goals and objectives.
5. The funds granted will make a significant contribution to the achievement of the educational goals of the project.
6. The proposed expenditures are reasonable and appropriate.
7. The project will make a difference to the community it serves.
8. The project proposal will include a regular maintenance schedule under the responsibility of the organization– approved sponsor.
9. The project recipients agree to post and maintain acknowledgment of the source (attractive marker provided): Jane R. Parks Memorial Project/Master Gardeners of NorthAlabama.
10. The applicant (if awarded funds) agrees to provide funding and/or status reports, and photos, of the awarded project before, during and after the completion of the project, to MGNA’s Grant Committee Chair. The applicant also will allow MGNA visitors and media interviews (as requested) to ensure the fidelity of the program. Failure to do any of this would forfeit your eligibility for future grant awards.

## **Non-Allowable Project Funding Items**

*Your grant request should not include a request to fund for any of the following items.*

- Wheelbarrows, tillers, bird baths and ornamental items
  - Hardscape – cement sidewalks, foundations, fencing, sheds, arbors, walls, terraces, greenhouses
  - Grading
  - Power equipment – bulldozers, backhoes and/or operator fees
  - Correction of drainage
-

## Contact Information

Full Legal Name of Organization \*

President /  
Executive Director  
of Organization \*

Organization's  
Mailing Address

Street Address

Street Address Line 2

City

State / Province

Postal / Zip Code

Please Select ▼

Country

Organization Web  
site \*

Contact Person \*

Title \*

Phone Number \*

E-Mail \*

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### Organization Information

501(c)(3)? \*

- ☐ Yes  
☐ No

Year Established \*

Total # of Staff

ex: 23

Total # of Volunteers

ex: 23

Organizational Mission Statements (350 characters or less) \*

**Brief Description of Organization (500 characters or less)**

**Population Served (200 characters or less, include age groups, race & ethnicity, income levels, etc.)**

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## Proposal Request

**Program / Project  
Name \***

**Total Project  
Budget \***

**Request Amount:  
(\$100 to \$1,000)  
\***

**Please provide the  
status of this  
project**

**Attachments such as photographs are encouraged. To include pictures of your existing project, attach here. Identify photos in a document attachment:**

**Attachment**

Select File

**Project Location Address \***

**Project Description (100 word limit) \***

**Educational and/or horticultural value to community members and others. (100 word limit) \***

**Project Goals and Objectives. Who is responsible for each area. Timeline to complete each goal, including projected beginning and ending dates once funds are awarded. (200 word limit) \***

**How will Project benefit the community. (100 word limit) \***

**Number of people expected to work on this project (50 word limit) \***

How will Project be maintained; who will provide oversight (100 word limit) \*

Budget Summary: Provide an overview of how the funds will be used. To the benefit of your request, you may also attach supporting files, below \*

Budget  
Attachment

Select File

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## Statement of Understanding of Grant Criteria Prior to Submission

It is the responsibility of the requesting organization to meet and understand the published [criteria and guidelines of the Jane R Parks Memorial Grant](#) prior to submitting an application. MGNA is under no obligation to consider or respond to requests that do not meet the published criteria. Further, by submitting this application, the requestor is verifying that all information contained is true and accurate.

**For best results Please use an up-to-date computer when completing this online form:** This online form may not be compatible with all smartphones, tablet devices, or computers

using internet browsers that are no longer supported. Any notices of technical difficulty must be made to [forms@mginfo.org](mailto:forms@mginfo.org) by the stated deadline listed.

Full Name of  
Person  
Submitting Form

\*

I agree \*

☐ I have read and understand the grant criteria and attest that the information in this application is true and accurate.

Submit