Jane R Parks
Memorial Grant Proposal
Information and Application

Mission Statement

To support the communities of Limestone, Madison, and Morgan Counties, Alabama in their pursuit of continuing education through and contributions to humanity through the creative, spiritual, and replenishing endowments of horticulture.

Jane R. Parks

Feb. 22, 1930 - Feb. 27, 2012

Jane was a passionate educator for 30 years, and a gardener for most of her life. She became a Master Gardener in January 2003.

This memorial grant honors her extraordinary life through teaching and helping others obtain an understanding of the importance and value in growing things of beauty and use, and connecting with others to share the wonders of horticulture.

Through this grant, her legacy of friendship, gardening, humor, and boundless love for life continues.

About the Jane R Parks Memorial Grant

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). The family will provide annual funding as described herein, and the MGNA organization will manage the application process at no cost to the organization.

The Jane R Parks Memorial Grant (JRPMG) allocates monies to support a variety of education/horticultural projects in Limestone, Madison, and Morgan Counties, Alabama. The number or requests awarded depends upon the funds available, with yearly distributions to awardees totaling no more than $1,000 each. Funding requests cannot exceed $1,000. Organizations submitting applications must be non-profit and have no political affiliations.

Qualifying Criteria for Project Grant

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 acknowledgement of the source (attractive marker provided): *Jane R Parks Memorial Project/Master Gardeners of North Alabama.*
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 fidelity of the program. Failure to do any of this would forfeit your eligibility for future grant awards.

Non-Allowable Project Funding Items

- Wheelbarrows, tillers, birdbaths or other ornamental items
- Hardscape - cement sidewalks, foundations, fencing, or retaining blocks
- Sheds, arbors, walls, terraces, greenhouses
- Grading or wood for signage
- Power equipment - bulldozers, backhoes and/or operator fees
- Correction of drainage

Management Guidelines

Provision and Distribution of the Jane R. Parks Memorial Fund

The family of Jane R. Parks will contribute annually $1,000 by the first of September beginning in 2012. A minimum balance of $500 will be kept in the fund after the distribution of grants each year. MGNA will apply any interest accrued back into the grant fund. The Parks family may provide additional funding beyond the $1,000 yearly supplication, if desired.

MGNA members and MGNA Board members shall recuse themselves of judging any projects where there is an obvious conflict of interest. Every effort will be made to ensure fairness and objectivity when assigning scores for submitted projects. Consideration will first be given to the strongest proposals with the best chances of sustained and/or expanded projects, followed by funding amount consideration.

The funds will be given in the name of Jane R. Parks and MGNA. Awardees will place a marker (provided) near the site. The Parks family will be responsible for providing the marker, which must receive MGNA Board approval as well.

Invitational emails will be sent to schools, nursing homes and other possible interested entities as approved by the MGNA Board to advertise the Jane R Parks Memorial Fund program.

Additionally, free advertisement via radio, web and fliers may be distributed for advertising purposes.

Award Fulfillment

Emails will be sent to all applicants notifying them of award status no later than November 30 of each year.

A list of recipients will be published in the *Garden Thymes Newsletter* (a publication of MGNA), posted on https://mg.aces.edu/madison/jane-r-parks-grant/ and https://www.facebook.com/MGofNA

A Letter of Acceptance will be sent to each Grant recipient and must be signed, dated and returned to the Chairman within 14 calendar days after notification of Grant award.

Awards will be presented during the 2026 MGNA Christmas Social. Unsuccessful applicants are encouraged to resubmit applications in 2027.

The Jane R Parks Memorial Grant Application deadline is October 15, 2026

Questions?
Direct questions to the MGNA Grant Committee at forms@mginfo.org

Jane R Parks
Memorial Grant Proposal Application
2026

Answer the following questions in an editable document (Word, Google Doc, etc.) filling in the portions requested. When completed, email the application, along with any spreadsheets, to forms@mginfo.org by the October 15, 2026 deadline.

Contact Information

Full Legal Name of Organization

President/Executive Director of Organization

Organization's Mailing Address

Organization's Website

Contact Person

Title

Phone Number

Email

Organization Information

501(c)(3) YES or NO

Year Established

Total number of Staff

Total number of Volunteers

Organizational Mission Statement
(350 characters or less)

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?

Include a timeline to complete each goal, including projected beginning and ending dates once funds are awarded.
(200 word limit)

How will the project benefit the community?
(100 word limit)

How many people are expected to work on this project?

How will the project be maintained? Who will provide oversight to the project?
(100 word limit)

Budget Summary: Provide an overview of how the funds will be used. To the benefit of your request, you may also include supporting documents. (Excel documents/Google spreadsheet, etc.)

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.

Full Name of Person Submitting Application:

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

Signature: _____

Date:_____