



Wildflower Association of Michigan

Encouraging the preservation and restoration of
Michigan's native plants and native plant communities

EDUCATIONAL GRANT PROGRAM

The Wildflower Association of Michigan (WAM) awards grants annually to fund projects that range from creating an outdoor classroom to enhancing an existing site with native plants, to developing other educationally-directed projects that support the WAM Mission. These grants are made possible by the income generated from WAM memberships and other fundraising activities. It is our desire to educate Michigan's citizens to recognize, preserve, restore, and re-create the native landscape and to pass on an appreciation and respect for our native flora.

WAM Mission: *By increasing awareness and knowledge, The Wildflower Association of Michigan encourages the preservation and restoration of Michigan's native plants and native plant communities.*

Prior to completing your application form, please review the criteria for our grant program (page 2) as well as the summary of the follow-up procedures and Final Project Report required of all recipients of WAM grants. Please review this information carefully as it may prove valuable when designing your project and submitting your application. In particular, please note the deadlines and signatures required for each application. Improperly submitted applications will not be considered for funding. Each applicant may request up to \$1,250 in support. These funds can be used to purchase plants and seeds for your projects, as well as labels or signs to help educate people about the plants you are using and their important role in the world.

The application deadline is December 1 of each year. **Late applications will not be accepted.** Applications must be submitted electronically through e-mail, but please notify us if electronic submission presents a hardship. All applicants will be notified if they are or are not recipients of an award no later than January 31, of the following year (within 2 months of the application deadline). Awardees will receive their funds at the Awards Luncheon during the annual Michigan Native Plant Conference. If you have any questions pertaining to the grant application process or the appropriateness of your project for our program, please email the WAM Grants Coordinator at wamgrants@gmail.com.

Good luck and thank you for your interest in the WAM Educational Grant Program!

WAM Educational Grant Criteria

Below is a list of criteria which must be met by applicants in order to be considered for a WAM grant. Please use these to develop your grant proposal.

A submitted proposal must contain a completed application form *filling in each section like an essay test*. The total proposal should not exceed 3 pages, not including the drawn plan, pictures and letters of support. **Please follow the order of the application below to assist with the evaluation of your submission.**

1. To qualify for funding, grant applicants must be representing a non-profit organization and projects must be accessible to the public.
2. Proposals will be evaluated on:
 - a. the impact on educating Michigan citizens, particularly youth
 - b. the adherence to the mission of the Wildflower Association
 - c. the overall feasibility of the project
 - d. whether provisions are in place for the maintenance & long term success of the project.
3. Applicants may request up to but no more than \$1,250 for project support. Monies received may be used primarily for seeding or planting the site with species of Michigan native origin; and then secondarily for:
 - a. continuing site maintenance and care of an existing native planting, including mulch
 - b. the enhancement of an existing site with species of Michigan native origin.
 - c. site preparation,
 - d. labeling or signage of the project.
4. Monies received may not be used for equipment, travel, salaries, or overhead. An accounting of all monies must accompany the Final Project Report.
5. All plant/seeds used must adhere to these criteria:
 - a. They must be straight species only (not cultivars)
 - b. They must be obtained from a reputable native plant/seed producer such as those listed on WAM's website
 - c. They may not be grown with neonicotinoids
6. A written Final Project Report of the work done in the spring and fall of the year in which the grant was awarded, including pictures, is required of all grant recipients. This report (see the following Final Project Report outline) should be submitted no later than November 1 of the project year to the WAM Grants Coordinator.
7. All publicity generated for and received by the project must acknowledge the Wildflower Association of Michigan. Signs associated with the project should also include the WAM logo or acknowledgment of WAM as a supporter of the project.

Please email the application form and all other supporting documents to:
wamgrants@gmail.com. Applicants will be notified by email when their application is received.

WAM Grant Application

Please review the seven WAM Educational Grant Criteria before completing this application. If you feel you can be successful with this application, please complete it in the manner of an essay test. The application should not exceed 3 pages, not including the location map, drawn plan, pictures, and letters of support. **Your application should follow the order of the information below exactly.** Please note – the bullets listed below each question are provided to clarify the information we are requesting.

If awarded this grant, a Final Project Report is required by November 1 of the same year.

Grant Project Title: _____

Brief Project Summary: _____

Organization Name: _____

Organization Phone: _____

Organization mailing address: _____

Grant Coordinator Name: _____ Phone: _____

Grant Coordinator Email: _____

Total dollar amount needed for entire project: _____

Amount requested from Wildflower Association of Michigan: _____

How did your group learn of the WAM Grant Program? _____

Has your organization *applied for* a WAM grant in the past and if so what year? _____

Has your organization *received* a WAM grant in the past and if so, in what year? _____

(We encourage organizations to seek additional funding for previously funded and successful projects. In your project description be sure to give information on how additional funding will further your work.)

1. What is the goal(s) of this project?

In answering you should demonstrate:

- Broad institutional and community support
- Community of people involved
- Ecological focus
- Broad understanding of Michigan native plants

2. Provide a description of the work your group plans to do with a timeline of the project and who will be directly involved in getting this project established. Your answer communicates that you understand how to create a successful project by carefully considering planning, planting, establishment, and maintenance.
 - Be explicit, who is going to do what?
 - Who is the project leader and who will play a supportive role in the project?
 - What are your site conditions (i.e. sun, soil, etc.)?
 - What site preparations need to be made (i.e. invasive plant removal, soil remediation, excavation, turf removal, etc.)?
 - Who and how will the project be maintained during the first growing season?
 - Describe the water source and show/describe the drawn plan. (Please note that projects should be designed so they do not require supplemental water after the first growing season or atypical periods of drought).
3. Describe the long term maintenance of this project and explain who will maintain the project beyond the first growing season.
 - Who will maintain the project during summer vacations?
 - What are the expected maintenance tasks required?
 - Think beyond the first year or two of the project.
4. List organizations or individuals who will provide technical support for the implementation and/or maintenance of your project.
 - A consultant/advisor should be brought in from the beginning. When seeking technical support please recognize the differences between typical gardening expertise and that which is required to successfully establish and maintain a native landscape.
 - If you do not have a consultant in mind start with the WAM Business Directory
5. In what ways will the project satisfy State-mandated educational standards and benchmarks or otherwise teach the community about native plants?
 - If a school related project, answer by blending your knowledge of your curriculum with what will be accomplished through a native plant garden. Do not cut/paste in state standards.
 - If a non-school, what are you trying to teach to your community? Why are you choosing to work with native plants?
6. Attach a plant list with the information listed below. **Only Michigan native species will be funded by this grant. Plant material should be sourced within Michigan from a reputable Michigan native plant or seed supplier. The plants should be native genotype and should not include any cultivars/'nativars'.** If you are unfamiliar with the terms native genotype, cultivar, or 'nativar', please see www.wildones.org. It is highly recommended that you plan ahead by contacting potential suppliers prior to submitting your grant to determine availability of the plants.
 - Please provide (this can be in the form of a table or list but should include the following information):
 - Common Name
 - Scientific Name: Genus/Species
 - Number Needed (Please also specify if you will be planting pots/plugs/seed)
 - Cost
 - Vendor/Source

7. Describe how you came up with your plant list? For example:
 - How was available sunlight, soil, moisture, location, and interpretive considerations considered?
8. Provide a detailed budget for your project including a description of any matching funds that will be used specifying how much and who is providing the financial support.
 - Matching funds shows larger support
 - Money should be used primarily on native plants but funds can secondarily be used for signage, mulch, and other project preparation and/or educational materials.
9. Include a simple, scaled sketch (graph paper is beneficial) or map of the project site. Additional photos and any other information that will help us visualize the details of your project are also very useful. Drawing needs to provide context and content and should include:
 - the specific county and site address
 - orientation arrow
 - where the project is located on the property
 - location of specific plants/plant groupings
 - location of water source, road, paths, buildings.
10. If some or all of the project will include signage, a sample drawing or proof of what the sign(s) will look like, and the dimensions of the signage should be included.
11. Include the following supporting documents:
 - Statement of permission to use the land being considered. Public land needs permission from a principal/superintendent, park director, executive director, other high official.
 - Letters of support from the target community. At least two letters from people outside the project leadership but knowledgeable of the project's goals....showing administrative support and community support.
 - Planned or actual copies of publicity.

Project Authorization/Authentication

I understand that the awarding of grants and their amounts shall be the sole discretion of the Wildflower Association of Michigan's Board or its designees. I also understand that all applications and reports become the property of WAM. Should this project be awarded funding, WAM has the right to disseminate the project application, or an abbreviated description thereof, the final report, its underlying concepts, and/or ideas.

If awarded a grant, I agree to abide by all WAM criteria governing its grant program and will acknowledge this funding source in all publicity and/or publications resulting from the project.

I further agree to submit a final report on the project by November 1 of the grant year and that this report will include a detailed accounting of all funds expended.

The Wildflower Association of Michigan, its sponsors and/or any of its agents/officials, shall assume no responsibility or liability for claims of damage of any kind to property or for claims of injury to any person in connection with a grant.

Project Coordinator Signature _____ Date _____

I have reviewed the completed application and wholeheartedly support this project (School Superintendent, Principal or Organization President).

Official's signature _____ Date _____

Printed name _____ Title _____

Application must be received by December 1 to be considered for funding the following year.

WAM GRANT FINAL PROJECT REPORT

Due November 1 of Project Year

As follow up to our funding and in order to help future grantees improve their overall success, the Wildflower Association of Michigan requests a Final Project Report in December of the year the grant is awarded.

- List specifics on how WAM funding was spent.
- List your goals from the original proposal and describe your success with each goal.
- Describe your greatest challenges.
- Describe your plans for maintaining the project for the coming year.
- Illustrate how the project has already impacted Michigan youth and other citizens.
- Offer advice that could be given to another group attempting a similar project.
- Attach photo documentation from before, during, and after the project implementation.
- Attach copies of any publicity given the project.

PLEASE attach THIS REPORT to an EMAIL and send it to: wamgrants@gmail.com