

## Lee County Master Gardener Association Grant Evaluation Criteria

*(please see Grant Project Funding Application Instructions on [LeeMG.org](http://LeeMG.org))*

The grant application shall be in the format and shall satisfactorily address all the requirements specified in the **Grant Project Funding Application Instructions** form including, but not limited to, the following:

- The application includes the name(s), address(es) and telephone number(s) of the Program Manager and/or Grant Applicant(s).
- The Program Manager and/or Grant Applicant(s) must be of Legal Age (18 years or older).
- The Grant Applicant/Representative has not been awarded a Lee County Master Gardener Grant in the previous calendar year.
- The application does not exceed the page length restriction cited on the Grant Project Application Instructions form.
- The proposed project will be completed in Lee County and is horticultural in nature.
- The proposed project is non-profit or charitable in nature, educational and/or provides other significant horticultural benefit(s).
- The Grant Application specifies a Project Manager who accepts the responsibility to serve as the principal point-of-contact, project liaison, and general manager of the project. The Project Manager agrees to oversee the project and manage volunteer support and other resources to facilitate the project's success.
- The Program Manager and/or Grant Applicant(s) understand and agree the proposed project must be completed on or before September 15th of the calendar year; and the application contains a detailed budget and project completion schedule.
- The Program Manager and/or Grant Applicant(s) understand grant funding will be provided on a cost-reimbursement basis.
- The Program Manager and/or Grant Applicant(s) understands and agrees reimbursement(s) will be provided only for the materials, equipment and/or supplies cited in the grant application and reimbursement requests must be accompanied with copies of the original purchase receipts.
- The amount of funding requested is less than or equal to \$1,000, or if greater, applicant specifies other additional funding that will be used to complete the proposed project.
- The Program Manager and/or Applicant(s) agree to provide a final project presentation to the Lee County Master Gardener Association at its September meeting.