

Grant Application Information

Broadmoor Garden Club Civic Committee

The Broadmoor Garden Club (BGC) is a 501(c)(3) organization with a mission of:
*Promoting interest and education in horticulture, conservation, flower
arranging, area beautification, and civic activities that support these objectives.*

Eligibility

The BGC is currently offering grants for innovative projects that correspond to the Organization's mission (above) and conform to the following eligibility criteria.

- Applicant must ensure that all past and current BGC-funded grants or awards are up-to-date and in compliance with BGC requirements.
- Applicant must be a non-profit organization
- Project must be in line with the mission of the BGC.
- Grant project must be completed and funding must be used within one year of receipt of funds. Otherwise, funds must be returned to the BGC within 30 days of the end of the grant period.
- Site visits may be requested by the BGC before, during, and/or after, if feasible.

Please note that the Broadmoor Garden Club does NOT provide funding for the following purposes:

- . Endowment Funds
- . Conservation Easements
- . Scholarships and fellowships
- . Political campaigns or lobbying
- . Individuals (staff or administration)

Important Dates:

- **Application Deadline:** February 15, 2025
- **Award Notification:** April-May 2025
- **Grant Period:** May 15, 2025 — May 14, 2026
- **Final Report Submission Deadline:** May 1, 2026 (Photos are appreciated if applicable)
(status reports on the "garden" are appreciated along the way)
- **Open Meeting May 9, 2025:** For grant recipients, an invitation will be extended to present a table highlighting your organization and BGC project at the open meeting. Everyone is welcome to attend and enjoy the presentations and special speaker.

Application Instructions:

Applications must be received by February 15, 2025.

Email completed application to:

Robin Johnson

mothermd@mac.com/robin.johnson.md@gmail.com

Questions 719-650-6281

Broadmoor Garden Club Grant Application 2024-2025

Project Title:

Amount Requested

Organization Requesting Grant:

Nonprofit Tax ID:

Address:

Phone:

Website:

Project Director Name:

Phone:

Email:

Community Contact (if applicable)

Phone:

Email:

Written Material: *Please limit each category's responses to 150 words*

- 1. Please send a cover letter signed by the head of your organization requesting grant funds.**
- 2. Background.** Provide a brief description of the organization's history, mission, and goals
- 3. Project detailed description.** Provide a detailed description of the proposed project. Where appropriate, include diagrams/pictures and information that clearly describes the project, why the project is needed, and why this project adds value to the community..
- 4. Purpose of the project.** If the project serves a purpose, please describe in detail.
- 5. Previous BGC Grants.** If you have previously received a BGC grant and this project is similar to/adjacent to that work, please provide pictures of how the projects will interface. If this project is a 'redo' of previously BGC funded work, please explain what happened and why the 'redo' is necessary. If you have a current active BGC grant you are not eligible in the present grant cycle for another grant. Please wait to the following year to apply again.
- 6. Goals and Objectives.** State the project goals and objectives, such as who will benefit from the project, whether it is open to the public, and whether there will be an admission fee. Provide how many children/adults you estimate will benefit from the project.
- 7. Activities and Timeline:** Describe how you plan to accomplish the project. Please provide a timeline if applicable.

8. **Collaboration:** Describe the other organizations, if any, participating in the project. List all other sources of funding for the project.
9. **Evaluation:** Describe how you will measure achievement of the objectives listed above, and how you will assess the impact of the project. (Results should be included in the Final Report to the BGC.)
10. **Sustainability:** Explain how this project and its impact will be sustained long-term. What resources (financial, personnel, partnerships, etc.) will be needed to sustain this effort over time?

BUDGET: Please provide a detailed total project budget. All funding for this project, including other grants and general funds, should be included in this budget. For each line item in the budget, provide a brief description of how the funds will be used. List all other committed and pending sources of support for the project.