

TEMPLATE SUBMISSION FORM

CHECK ONE:

- Fund-Raising (includes cash, and donations of goods or services)
 Grant Applications and Foundation Requests

Sector: Westside

Person Submitting: Emma Goldman

Activity Planned: Community Garden

Fundraising Goal Amount: \$1,000

How will the funds be used (include a line item budget):

Description of project/use of funds: Community garden on the corner of Gifford and Ontario St. in the Westside. Volunteers will build raised beds and plant vegetables.

Line Items (Add additional sheets as necessary):

ITEM	USE	COST
Administrative Fee	10% of funds received	\$100
2" x 4"/hardware	Raised beds	\$450
Soil	For planting	\$200
Seeds		\$50
Rain Barrels	Watering plants	\$200

TOTAL: \$1,000

FOR GRANT/FOUNDATION APPLICATIONS ONLY:

Name of Grant or Foundation: Parks Conservancy Greening Grant

Submission Deadline: Rolling

Timeline for Implementation: April 1-November 2018

Reporting Requirements: Description on results of project, impact of the project on the park/community, volunteer base and how they were recruited, difficulties encountered during the planning/implementation of project, greatest accomplishments or most rewarding moments, lessons learned, total hours worked, total volunteers, what was planted, estimated area of garden planted

** **Tax Exemption** for the donor is not available for individuals contributing services as a donation. Donations of items/tangible goods require the donor to establish the value and receive a receipt from TNT.

** **Denial of Request:** In no case when there are outstanding past due receipts or reports due will a sector request for additional fundraising be accepted or approved.