

Guidelines for Grant Application
Azalea Garden Tour Funds Disbursement Committee
Cape Fear Garden Club, Inc.

The following guidelines are to help you prepare your grant application. **Applications must be submitted during the time period listed on the application form in order to be accepted for consideration. Any application postmarked before or after the acceptance date will be rejected.**

In order to be eligible for consideration for a grant, your request must meet the following criteria:

1. Your project must be readily accessible and within New Hanover County.
2. Monies will be used for:
 - Plant Material
 - Garden Preparation and/or Restoration
 - Watering System
 - Landscape Enhancement
3. Submit:
 - Landscape Plan (sketch or outline)
 - Plan for maintenance and upkeep
 - Project timeline
 - Itemized project cost and total cost
 - Pictures of project before work
4. The above information should be included with the attached application and returned to the chairperson indicated on the form by the given date.
5. The committee reserves the right to inspect your project at any time and require pictures of progress and the completed project.
6. Funds are committed for a current project only. Subsequent requests will be considered individually.
7. The committee expects this project will be completed as outlined in your application. Should there be any unused funds, they are to be returned to the Cape Fear Garden Club.
8. Grant funds will be disbursed at our October meeting (4th Tuesday).
9. The following May, we will inspect your project and install a Cape Fear Garden Club plaque.

For over 50 years, the Cape Fear Garden Club has given the profits from our annual Azalea Garden Tour to community improvement. We receive many requests to fund projects each year. We appreciate your project submission to us and hope we will be able to work with you toward accomplishing your goals. Good luck!

Visit our web site at CapeFearGardenClub.org

Cape Fear Garden Club, Inc.
Wilmington, North Carolina
CapeFearGardenClub.org

GRANT APPLICATION

2010 Azalea Garden Tour Funds Disbursement Committee

Organization _____ Date _____

Address _____

Phone _____ Email _____

Contact Person _____ Phone _____

Amount Requested _____

Briefly describe your project: _____

Attach the following:

- ___ Landscape plan
- ___ Plan for maintenance and upkeep
- ___ Project timeline
- ___ Itemized project cost and total cost
- ___ Pictures of project before work

Have you previously received funds from Cape Fear Garden Club? _____

If yes, when? _____ How much? _____

GRANT APPLICATIONS MUST BE POSTMARKED BETWEEN: April 1 to June 15

**Mail to: Brenda Moore, Chairperson
6309 Shinn Creek Lane
Wilmington, NC 28409**

For Committee use only:

Visited by _____ Date _____

Reviewed by Committee _____ Presented to Board _____

Presented to General Membership _____ Check Presented _____

Amount _____ Follow Up _____