

**Internal Member Mini Grants Program
of the
New River Valley Master Gardener Association**



The Grants Committee of the NRV Master Gardener Association is offering an additional program to supplement the educational grants program open to the community. The purpose of the program is to provide a benefit of Association membership and award “mini” grants to Association members to support their projects of interest. Grants will be awarded based on merit to any active association member in good standing for a gardening-based project with educational value and/or in support of a nonprofit organization. Qualifying projects may include existing service activities or grant projects, or new programs. Receipt of an Internal Member Mini Grant does not guarantee that the member’s time contributed to the project qualifies for service or educational hours. This determination will be made by the responsible extension agent/program coordinator.

Qualifications - Applications will be evaluated based on the following:

- Educational value
- Plan clarity, viability, and efficient use of funds
- Positive community and/or environmental impact

Requirements:

- Only NRV MG Association members in good standing may apply
- Utilize the awarded funds as agreed upon and submit receipts for expenditures.
- Communicate progress to the Grants Committee on monthly basis, via email if possible.
- Submit a single page Project Completion Report at the close of project. Electronic reports are preferred.
- Be willing to give a brief presentation on the project at a meeting of the NRVMGA or the board.
- Grants will not be awarded for labor, services, or salaries.

Applications will be accepted and grants awarded on a continuous basis.

Within two months of receipt of the Internal Member Mini Grant application, the request will be reviewed by the committee and a recommendation will be made to the Board. Upon approval by the Board, the member will be notified of the determination. Project must be started within three months and completed within one year of grant receipt or the grant money shall be returned to NRVMGA.

Grant Amount:

Normally, \$1,000 is budgeted per year to be available for Internal Member Mini Grants. Grants are typically awarded for \$100 each. Individual members may apply for up to three such grants per year for different projects. Members requesting greater sums of money for single projects are encouraged to apply to the larger, Community grant program. Grants will be awarded until the fund for that year is exhausted.

How to apply:

Submit an application letter, of no more than one page typed, to the Grants Committee. Electronic applications are encouraged. Submit to the email address(es) provided below. Please include the following:

1. Description of the project highlighting qualifications
2. Contact information for the project coordinator(s) including telephone number, email and mailing addresses.

3. Number and description of participants (e.g. students, nursing home residents) if known.
4. Proposed itemized budget
5. List of any other current or potential funding sources, cost-sharing
6. Drawing, plan, or photo of the project (optional and not included in the one page limit)

For more information and submission, please contact:

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