



Coconino Master Gardener Association

2025 Community Project Grant Guidelines

The Community Project Grants program is sponsored by the Coconino Master Gardener Association (CMGA). Projects may be new or existing projects in Coconino County and may be independent or joint projects. CMGA programs are available to all without discrimination as a community educational program. Project scope may include but is not limited to:

☑Community/Youth gardening ☑Landscaping projects ☑Beautification and/or restoration Grant

Amount: Up to \$500 is available to be used for direct expenses of projects

Funding Guidelines: Funds will not be provided for:

- Salaries •General Administrative Costs •Capital campaigns •Private gardens

Who May Apply: Groups or organizations within Coconino County. Nonprofit organizations are given priority consideration. Applicants are NOT required to be certified Master Gardeners

How to Apply: Applications can be found at <http://coconinomgassociation.blogspot.com/> or call/email to have one sent to you 928-607-2772 or cdblume@icloud.com

Application Deadline: Applications are due by 5:00 pm Monday, April 7, 2025

Grant award checks may be distributed at the Master Gardener meeting on Thursday, April 10, 2025, at 6 pm at Shepherd of the Hills Lutheran Church 1601 N San Francisco St, Flagstaff, AZ 86001. Checks may be mailed also.

Grant awards notifications no later than Tuesday, April 15, 2025

All projects must be completed by Friday, November 21, 2025

Final Report with project photos and scanned receipts due by Monday, December 1, 2025

February 12, 2026, or March 12, 2026-Grant presentations 5-10 minutes to CMGA during a monthly meeting.

Applications will be reviewed and awardees selected at the April CMGA Executive Board Meeting. Award checks will be distributed at the April meeting or mailed. All funds must be used by awardees by Friday, November 21, 2025. Final Report with scanned receipts and digital photos of the completed project are required and should be sent to the CMGA no later than December 1, 2025. Should circumstances change and you wish to spend funds on a different project other than the one approved, prior CMGA notice, and approval are requested to avoid duplication.

All Applicants and Grant Recipients will be notified and **all grants awarded by April 15, 2025.**

Checks will be made available for presentation during the evening CMGA meeting on Thur. April 10, 2025.

Grant funds are made in good faith that the designated project will be completed within the timeline specified. It is expected that all funds awarded will be spent. Any projects that are not completed and final reports and receipts not submitted may not be eligible for future grants.

Grant awards are based upon:

- ✓ **Educational Reach** ✓ **Project Impact & Scope** ✓ **Collaboration with other community groups**
- ✓ **Involvement & participation by organization members**

Final Report Process: Email the following by **Monday, December 1, 2025 deadline:**

1. A short one-page report describing the project outcomes. Prepare to present a 5-10-minute report at next year's CMGA meeting (typically in February or March) utilizing a short video, display board, photos, or a PowerPoint presentation
2. Final financial report including all income and expenses with receipts (scanned copies) including documentation of "in-kind" donations and/or volunteer hours
3. Completed project photos, including a copy of any publicity, news article, and/ or educational materials created with grant funds

This year, CMGA anticipates being able to fund 9 gardening projects with a **maximum award of \$500 each.**

All applications must include an educational component demonstrating a benefit or addressing a community need.

In addition, it is strongly recommended that garden sites include a sustainable water source to be considered for CMGA funding. **Questions? Feel free to contact Cheryl Blume, at 928.607.2771 or 2cocomga@gmail.com**