

Indiana Native Plant and Wildflower Society

Small Grants Program Guidelines for 2009

NOTE: February 1, 2009, is the deadline for grant proposals to be submitted.

INPAWS' small grants program supports projects that are in line with the mission of the society. In 1998, the Board allocated \$10,000 from the general fund to begin an endowment account. The interest from this account is available for grants. **The Awards Committee anticipates funding two grants of up to \$500 each in 2009.** These grants can be used in conjunction with other sources of funding for projects that support our mission.

The mission of INPAWS is to promote the appreciation, preservation, conservation, utilization, and scientific study of the flora native to Indiana and to educate the public about the values, beauty, diversity, and environmental importance of indigenous vegetation.

Applications are requested from groups or individuals and must be e-mailed (preferred) or postmarked by **February 1, 2009**. They will be reviewed by the Small Grants & Awards Committee.

Successful awardees **must prepare a poster or other presentation** to share with the membership at the INPAWS Annual Conference after the project is completed.

At the discretion of the Board and membership, **larger awards may be made** from time to time from the assets of the operating budget. Requests for funds for special projects may be made at any time to the Executive Committee. All requests must be made in writing with a clear statement of how the award would further the mission of INPAWS and benefit our membership.

Application Procedures for INPAWS Small Grants Program

1. Cover sheet, including:

- ▶ Name of project
- ▶ Amount requested
- ▶ Location
- ▶ Applicant/contact person information—name, address, telephone, email
- ▶ New or existing project
- ▶ Category that best describes the project—research, training, education, conservation and habitat, demonstration garden, etc.
- ▶ Prior INPAWS funding

2. Text of proposal, not to exceed 2 pages:

- a. Summary of the project, not to exceed 50 words
- b. Clear, concise description of the project, including:
 - ▶ How does the project further the INPAWS mission?
 - ▶ Why is the project needed?
 - ▶ Specific objectives to be achieved
 - ▶ Specific information on how INPAWS grant

funds would be used, including a detailed species list of all plants and seeds to be used

- ▶ Who benefits from the project? How many? How do they benefit?
- ▶ Names of organizations involved, if any, with a brief description of each, including number of members
- ▶ Financial resources committed to the project from other sources, if any
- ▶ Anticipated starting and completion date of the project

3. Budget sheet, showing:

- a. Labor, material, and program costs
- b. Sources and amounts of funds already raised, if any
- c. Total cost of project

Two Ways to Submit Your Proposal

E-mail (preferred): Send 1 copy to smallgrants@inpaws.org, noting the name of your project in the Subject line.

Land mail: Send 4 copies, postmarked by February 1, 2009, to INPAWS Small Grants Program, P.O. Box 30317, Indianapolis, IN 46230-0317.