

2020 Grant Application Guidelines

Please read and follow these guidelines carefully.

APPLICATION PROCESS

1. Send a Cover Letter and completed Application as email attachments to: cartergrantapps@gmail.com no later than December 31, 2019.
2. If you do not receive an acknowledgement (by e-mail) within a week, we may not have received it. Please contact us for clarification.
3. Both the Cover letter and Grant Application must be an MS Word document (not PDF).
4. The cover letter should name the project and is to briefly describe you and/or your organization, explaining how you are qualified (training, experience, opportunity, etc.) to undertake this project, using a maximum of 400 words. Please don't duplicate project reasons and descriptions you include in the application itself.
5. Type directly into the application template, and it will expand to accommodate your answers. The completed application is not to exceed a total of 4 pages (including any optional bibliography) using a 12 pt. font.

Your project must support at least one **NPSNM mission** area clearly stated in grant application:

- Educate public about native plants by promoting knowledge of plant identification, ecology or uses, OR
- Native plant conservation or the restoration/preservation of natural habitats, OR
- Contribute to botanical research, OR
- Encourage the appropriate use of native plants to conserve water, land and wildlife.

Budget: Be specific as to how money from NPSNM will be spent and whether this grant is to fund all or a specific portion of the project.

Voucher Specimens: If the project is botanical research involving collection in the field, a species list is requested upon completion and a set of voucher specimens must be deposited in an academic herbarium supported by NPSNM.

Grant awardees will have to furnish a tax ID number (SS for individual or EIN for organization) before NPSNM can issue a check.

All results and any intellectual property developed in the course of funded projects is the property of the grant recipient. However, NPSNM retains the right to fair use of results summaries, quotes, and excerpts for its nonprofit mission purposes and promotion of the Jack and Martha Carter Conservation Fund. **This includes a required year-end summary (we provide a template) by all recipients and some form of presentation or sharing results with NPSNM members** (see examples at the end of the application).