

INPS White Pine Chapter Small and Mini Grants Program

Purpose: The White Pine Chapter of the Idaho Native Plant Society sponsors a grants program to promote awareness and use of locally native plants in landscapes within the geographic area of north-central Idaho (and including some parts of eastern Washington).

Examples of projects that are appropriate for this program include: restoration of degraded sites using native plants, incorporating native plants into landscaping (particularly in public places), trail or other educational signs, seed collection, and research involving all aspects of native plants.

Guidelines for administration of grant program:

1. Chapter Committee – a working group of at least 3 members that includes expertise in local native plants, their establishment and maintenance, and public education about native plants, to review, advise, and evaluate the effectiveness of funding requests which further the purposes of the program.
2. The yearly total amount available for funding for each type of grant by the chapter grant program is limited to an amount specified by the chapter Board upon the recommendation of the Grants Program Committee.
 - a. Small Grants: Grants of up to a maximum of \$1000 per project may be awarded. The amount awarded may be reduced due to chapter budget restraints and the number of applications submitted and approved.
 - b. Mini Grants: Grants of up to \$200 may be awarded to fund short term, potentially but not necessarily, student-involved projects. These may be awarded by the grant administrator on request if the Committee approves the proposal.
3. The deadline for submitting a Small Grants proposal is March 1. Requests submitted after the March 1 deadline will be considered the following year.
4. Mini Grants may be submitted at any time during the year.
5. Requests for funding assistance must be made by written proposal. The following must be included in all proposals. Instructions and proposal form will be available on the chapter website.
 - a. The project title.
 - b. Contact information including the phone number and email address of the project lead, and the name and mailing address of the individual or entity who will provide receipts and who is to receive the funds.
 - c. Project description including objectives, implementation plan and timeline. (Note that a two and one-half year timeline from the date of the award is allowed for completion by the recipient; a one year extension may be granted upon request.)
 - d. An itemized budget which includes a list of other funding sources that have been or will be approached, and the amount of funding committed to date. Project expenditures should be for items essential to the project and should not include salaries, personal equipment or personal benefits. Equipment and materials expenditures should include shipping and taxes if they apply.

- e. If the project includes the purchase of plants, a list of the plant species to be purchased and the plant sources should be specified.
 - f. Plans for sustaining and maintaining the project/planting if appropriate.
 - g. Description of how the proposed project may incorporate guidance from the Chapter and other funders.
 - h. Commitment to providing a yearly status report and completing a written report following completion of the project and/or hosting a site visit to review completion of the project.
 - i. Commitment to presenting a project summary at an evening program for INPS members and the public after project completion.
6. Requests may be submitted to the chapter by email to whitepine.treasurer@gmail.com.