

**APPLICATION FORM – CIVIC DEVELOPMENT AND HISTORIC LANDSCAPE
PRESERVATION GRANTS**

- Application is limited to 3 printed pages only. **No covers needed**
- Application form will not be returned.
- Send entries by mail or electronically to:
Leslie Frost 31 Lowell St. Andover, MA. 01810, frostandover@verizon.net

Page 1: Name of grant you are applying for:
Civic Development or Historic Landscape Preservation

Club Name and Town:
Club President:
District:
Number of members in club:
Contact Person - Title:
Address: Town and zip code
Telephone:
Email:
Project title:
Amount requested:
Brief Summary of the project:

Page 2: Please state the information as numbered.

1. Is this a new or old project? Starting date_____ expect date of completion _____.
2. How does this project comply with the Grant's purpose - Civic or Historic ?
3. How many club members are involved and the number of volunteer hours they have given to the project.
4. Partnerships:
 - a. State the garden clubs monetary contributions
 - b. State partners and their individual monetary and in kind services contribution
5. **Estimated project expenses:** total cost of Project broken down as follows:
 1. a. itemize plant material & cost
 - b. itemize other material & cost
 - c. itemize paid labor and cost
 - d. total cost of Project
 2. Each partner's dollar contribution
 3. Club's dollar contribution
 4. itemize donated materials
 - a. club
 - b. each partner
6. **Maintenance plan:**
 - a. Estimated time involved/ weekly, monthly :
 - b. Estimated cost of supplies annually:

Page 3:

1. **Half-page sketch of landscape plan** (does not have to be Professionally Drawn)
 - a. Neat, clear (Use different colors to denote different materials)

- b. Include size (measurements) and location of area in relation to abutting buildings and streets
 - c. indicate Due North
- 2. Half-page - Photos of existing site.**
- a. photographs of entire site & project's specific location
 - b. clearly labeled photographs & landscape plan

Note: The Civic and Historic Grant of up to \$2,000 is a merit award. All submitted applications will be read, discussed and their projects evaluated on their inherent merit by the Committee and qualified landscape design/history professionals. If more than one application qualifies, the grant may be distributed proportionally. In that case, no less than \$500.- will be awarded to any qualified applicant.