



# GROWBOSTON GARDEN SUPPLIES GRANT APPLICATION 2023

## About GrowBoston

GrowBoston is the City of Boston's new Office of Urban Agriculture, and part of the Mayor's Office of Housing (MOH).

MOH has been supporting the development of community gardens, urban farms, food forests, and other open spaces for more than 25 years through the Grassroots Program, which is now part of the new GrowBoston. GrowBoston works to increase community gardens, urban farms, and other food-growing spaces throughout Boston; develop and implement innovative food production strategies; provide technical assistance to prospective and existing gardens and farms; develop resources for gardeners, farmers, and other residents; and coordinate with other City departments associated with food production in Boston. For more information:

<https://www.boston.gov/departments/growboston>

## Garden Supplies Grant 2023

GrowBoston is offering a total of \$20,000 for community gardens and food forests to purchase tools, equipment, seeds, seedlings, compost, and other garden supplies for communal use. These supplies must be stored and maintained by the garden organization and made available to all gardeners. These grants are being made available from City of Boston Operating Funds. The purpose of this grant program is to invest in Boston's community gardens and food forests and assist residents to grow their own food.

Organizations may apply for a maximum of \$1,000 per garden site or food forest. If an organization wishes to purchase supplies for multiple sites, they may. The maximum grant amount for a single organization will be \$9,999. Recipients must be a registered 501(c)(3) non-profit or a community-based organization partnering with a fiscal sponsor that is a registered 501(c)(3) nonprofit. No grants can be awarded to individuals or for-profit businesses. Grants will be paid in one lump sum in advance, and a signed grant application will serve as a grant agreement.

## Application Timeline

Applications will be reviewed and grants processed on a rolling first-come first-serve basis. **The final deadline for this application will be June 2, 2023 at 4:00pm.**

### **Allowed Uses of Funding**

- This grant is for the purchase of tools, equipment, seeds, seedlings, compost, and other garden supplies for communal use. Up to 10% of the grant budget can be for indirect/administrative costs or a fiscal sponsorship fee.
- The following expenses are not allowed using City of Boston operating budget grant funds: gift cards, rent, utilities, alcoholic beverages, fundraising or lobbying activities, and/or salaries of staff not involved with directly delivering the program.

### **Selection Criteria**

Grantees will be selected based on eligibility of proposed costs and availability of funds.

### **Application Contents**

The following components must be included in each application:

- Organizational background
  - This section will ask you to enter information on your organization (or your fiscal sponsor) including proof of non-profit status and City of Boston Supplier ID.
- Description of need
- Description of public benefit and program beneficiaries
  - How will the proposed spending serve the public good
  - Who will benefit from the use of the grant funds
- Budget narrative
  - A description of how you plan to spend the grant funds
- List of community gardens and/or food forests that will be receiving tools, seeds, seedlings, or other garden supplies

### **Reporting Requirements**

- Grantees will be required to document their spending including a list of tools, seeds, seedlings, or other supplies purchased, and accompanying receipts. Such documentation must be received within 60 days of receiving the funds.

GrowBoston reserves the right to make additional funds available and/or extend the application deadline if funds are available.

Please fill out [this form](#) to apply for this grant. Contact Shani Fletcher, Director of GrowBoston, at [shani.fletcher@boston.gov](mailto:shani.fletcher@boston.gov) or 617-635-0466, with any questions about this application and grant opportunity.