



Ontario Horticultural Association SPECIAL PROJECT APPLICATION

Keeping Ontario Beautiful

To assist the societies, in good standing, in meeting the objectives of the Ontario Horticultural Association, the Board will provide a **SPECIAL PROJECT GRANT** for eight projects per year to a maximum of \$500.00 for each project. A society that receives a Special Project Grant cannot apply again for this grant for five full years. **Applications must be submitted to your District Director who must submit the signed form to the OHA Awards Coordinator by February 28th.**

CRITERIA

Projects must be of a long-lasting benefit to the society or community. The judging panel will be looking for a budget, and a site plan showing the placement and quantity of each plant variety. Extra consideration will be given for the use of native plants, society and community involvement and one or two colour copies of photographs of the site. Do not send original photographs. Your submission should be no more than 6 pages. Society must be an OHA member in good standing.

This grant **may** be used for the purchase of perennial plants and the installation of the plants. The grant is **not** to be used for annuals, mulch, manure, compost, hard surface or construction materials.

REPORTING REQUIREMENTS

Successful Special Project Grant applicants will be required to submit a completed report form along with itemized original receipts and photos of the completed project to the OHA Awards Coordinator before December 31st of the next year. For example, a grant awarded in 2018 must have its completed report with receipts and photos submitted by December 31st of 2019. Otherwise the OHA will assume that the Special Project Grant project has not been completed and the grant monies will be cancelled. NO funds will be released without itemized receipts.

APPLICATION FORM - PLEASE PRINT

PART A – To be completed by the Society	
Name of Society:	
Address:	
President:	Phone:
Description (include photos/location/plant material):	
Estimated Cost: \$	Amount Requested: \$
President's Signature:	Date:

➔ Forward form to District Director

————→ **Forward form to OHA Awards Coordinator (must include original receipts)**

PART F – To be completed by the OHA Awards Coordinator	
Comments:	
Amount Approved:	
Payment Approved by:	Date:

————→ **Forward form to OHA Treasurer**

PART G – To be completed by the OHA Treasurer	
Amount of Final Payment: \$	
Payment Approved by:	Date:

Please submit the completed package, no later than February 28th to:

Sharlene Desjardins, Awards Coordinator, Ontario Horticultural Association,
P.O Box 2123, Deep River, ON K0J 1P0,
Email: awards@gardenontario.org, Phone: 613-584-1748

Updated: 11/05/2018