

Application for a **Spring 2027** Project Funding Grant from The Garden Club of Palo Alto Charitable Trust

Application instructions

A complete application is due no later than **12:00 noon (Pacific) on February 2, 2027**. A complete application has two parts — a signed paper original and a matching PDF — and **both** must be received by this deadline.

1. **Complete the application.** Fill out every section, attaching any additional pages or files needed to fully describe your project.
2. **Have both sponsors sign the paper original.** Only an original, signed hard copy is accepted for consideration.
3. **Mail or hand-deliver completed, signed paper application to Project Funding Chair.** See current Membership Directory for their contact information.
4. **Email a PDF copy of the same signed application to** projectfunding@gardenclubofpaloalto.org. This electronic duplicate is required in addition to the paper original.

Reminder: Both the paper original and the PDF must arrive by 12:00 noon (Pacific) on February 2, 2027.

The Project Funding Chair welcomes queries and encourages Application draft review.

Application for a **Spring 2027** Project Funding Grant from The Garden Club of Palo Alto Charitable Trust

Garden Club Sponsor Member #1, printed name

Phone

Email

Garden Club Sponsor Member #1, signature

Date

Garden Club Sponsor Member #2, printed name

Phone

Email

Garden Club Sponsor Member #2, signature

Date

Name & Address of Organization

Name of Executive Director/other

Title

Phone

Email

Person Responsible for the Project

Title

Phone

Email

Organization's Annual Budget

Endowment Fund/s Total

Project Name

Project Budget

Amount Requested

A. Project Description (may include additional items such as drawings, photographs, citations):

B. Is the project: New or Ongoing?

C. Budget: List all detailed expenses for this project and indicate high priority items, should only partial funding be available.

D. Itemize all funding sources and contributions for this project

E. Dates on which project is expected to commence and to be completed.

F. Describe how this project coincides with the Garden Club of Palo Alto's mission

G. Has your organization previously received a grant from the GCofPA Charitable Trust? If yes, please list all years, grant amounts, and projects.

H. If you received a GCofPA 2025 or 2026 Project Grant, attach the pertinent Progress Report or Final Report to this application.

I. List names of your Board Members:

J. Is there further pertinent information? (Please identify writer)

K. Attach a copy of the IRS determination letter indicating your organization's 501(c)(3) status.