

Bolton Hill Garden Club Greening Grants Frequently Asked Questions

Q: Who is Eligible to Apply for A Greening Grant?

A: Anyone who is interested in improving public space within the community.

Q: What Types of Projects will you fund?

A: We fund the planting and maintenance of neighborhood parks, public green space, and tree wells. Our priorities are the planting of **perennials and native** flowers, plants, shrubbery and trees; and related gardening materials. We will consider, in the case of tree wells for example, hardscape or labor costs to enlarge, prepare, or contain greening spaces. Projects on private property are not eligible.

Q Where do you fund projects?

A. Bolton Hill: defined as the area between the Mt. Royal Avenue median to the west-side blocks of Eutaw Place, and from Dolphin Street to North Avenue

Q: How much funding is available? How much may I request?

A: It depends. Funding for the greening grants comes from Garden Club fundraisers (i.e., fall pansy sale, holiday greens sale, and spring plant sale). The total amount that we have to distribute varies from year to year depending on the success of our fundraising activities. In 2022, \$5,000 was awarded in grants. Individual project awards are based on the number of applications received and the amount of funding requested. We strive to fund as many projects as possible throughout the neighborhood. Applications for any amount will be considered, however, some may only be partially funded or not funded at all. In the past, requests have ranged from as little as \$60 to over \$1,300. We encourage larger scale projects to secure other sources of funding.

Q: How will you evaluate proposals?

A: The following criteria will be used:

- All proposals must be for green spaces accessible to the public that clearly benefit Bolton Hill.
- All plants recommended should be perennials and/or native; we prohibit the use of invasive species.

- Awarded grants will be for sustainable projects with clear maintenance plans.
- We encourage projects with sizable budgets to identify other sources of funding.
- Proposals for tree wells are welcomed.

Q: What approvals do I need for a public space greening project?

A: If the property is owned by someone other than you, you will need to obtain written approval or evidence of support for the project in your application. If the property in question is privately owned and the owner is unknown, you can call the owner-of-property hotline at 410-396-3124. If your project involves substantial digging, you'll need to call Miss Utility (800-441-8355) at least one week in advance so that any water/electrical lines can be marked. There may be a fee associated with this service. Also, since Bolton Hill is a historical community, if you're planning a large scale renovation of a public space then you may need to submit your plans to the Architectural Review Committee and CHAP for approval.

Q: Will the Garden Club fund applications to create or improve tree wells around sidewalk trees?

A: Yes, we encourage the beautification and improvement of tree wells in Bolton Hill by planting/enlarging existing tree wells and creating new tree wells. Larger scale projects should have additional sources of funding. We will be developing additional information and resources for creating tree wells over the next year.

Q: Are there other grant sources available for larger-scale projects?

A: You may want to check with the Greening Committee of the Bolton Hill Community Association or with Midtown Community Benefits District to see if your project qualifies for their funding.

Q: How do I get reimbursed if my grant application is approved?

A: Awarded projects will be reimbursed promptly with submission of receipts and final report/photos of your completed project.

Q: What if I decide to make changes in the funded project?

A: If you need to request a revision to your project after you've received a grant award letter, you should seek pre-approval from BHGC Grants Committee or you may not be reimbursed for the revised plan. You may send an email to BHGCGreeningGrants@boltonhillgardenclub.org to request changes.

Q: How long do I have to complete my project?

A: The awarded projects should be completed within 10 months of the award or the funding will be reallocated to future projects. You should submit your receipts as soon as your project is completed for timely reimbursement. All receipts must be submitted at the latest by February 1, 2024 for grants awarded in Spring 2023.

Q: What if I have a question?

A: Please email us at BHGCGreeningGrants@boltonhillgardenclub.org.

Q: What information should I gather for the grant?

A: Gathering the following information will assist you in completing the application fully.

- Applicant Name
- Email
- Project Location
- Individual/Organization applying for the grant
- Project Coordinator
- Address
- Phone number
- Amount of funds requested/Total cost of project (if different)
- Description of project including benefit to the Bolton Hill community. Please include specific species of plants (Latin names encouraged) to be used.
- Description of the planned maintenance of project
- Itemized budget (indicate with an asterisk line items that are requested from Garden Club grant)
- Amount or source of other funds, if any, committed to the project
- Project Start date

- Expected project completion date
 - Who will conduct the work?
 - In the case of projects that impact City property or multiple property owners/renters, please provide signatures/evidence of support for the project.
 - If the grant is awarded, please provide the name of individual/organization to which the reimbursement check should be issued.
 - "Before" photos of green space
 - Other information that you would like the committee to consider
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