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## TENNESSEE FEDERATION OF GARDEN CLUBS, INC.

### ENDOWMENT TRUST FUND (ETF) MATCHING GRANT INFORMATION

#### Necessary Proposal Information

- Objectives of program/project
- Anticipated benefits or outcome
- Budget for project, including matching funding sources and amounts
- Results and how they will be measured
- Plans for sustainability

#### Rules

- A TGC district, garden club, Racheff House and Gardens, or a TFGC individual may submit only one application each year.
- The project/program may be new or bring about a measurable expansion of any existing project/program.
- Matching grants are awarded to those projects/programs judged to be the most outstanding and deserving and for which there is money available. There is no guarantee that each district will receive a matching grant in any given year.
- Matching grants cannot be used for general operating expenses, but may be used for any purpose directly related to the matching grant activity.
- In-kind physical labor on a project may be counted at a minimum wage level towards the matching grant funds.
- Matching grant funds are awarded to recipients by September 1 of each year. Grant awards are sent to the district trustees to present at district member meetings.
- Successful matching grant recipients must submit a progress report if the project is longer than one year. All successful recipients must submit a final report at the completion of the project/program. The report is sent to the ETF chair who provides copies to the other trustees.
- The maximum amount of the grant awarded per year is \$1,000.

Copies of the [Matching Grant Application](#) form are available on the TGFC website. Successful matching grant recipients are announced in *The Volunteer Gardener* and on the website.