



2023-24 Gardening/Horticulture Impact Grant Application Fact Sheet

The Gardening/Horticulture Impact Grants, funded by Walt Disney World Resort will be awarded for the purchase of supplies, materials, equipment to start or expand school programs.

Eligibility

- Traditional Orange County Public School Pre-K - 12th grade classroom teacher may apply.
- Charter schools are not eligible.

Project Focus

All grant awards will be used for the purchase of supplies, materials, equipment to being or expand gardening/horticulture programs.

Award Amount Available

- Up to \$500 per teacher.

Awards Will NOT Cover

- Honoraria, salaries, stipends or substitute teachers
- Field trips or transportation
- Food, incentives, t-shirts and/or awards
- Entry fees

Application Requirement

- All applications must be submitted via the online grant portal and approved by the principal.

Key Dates

Application Deadline:	September 15, 2023
Award Notification by:	October 9, 2023
Spend Funds Deadline:	January 31, 2024
Submit Expense Report:	January 31, 2024
Unspent Funds Returned:	January 31, 2024
Final Evaluation Due:	April 28, 2024
PowerPoint and/or Video Due:	April 28, 2024

If you are unable to meet the key dates for spending and reporting, please do NOT apply. Unspent funds must be returned to the Foundation by January 31, 2024 so those funds can be redistributed.

Evaluation Process

Each application will be reviewed, evaluated, and scored by a panel of three community volunteers. Most volunteer judges are not educators and will not be familiar with acronyms and/or curricular areas. It is in your best interest to minimize education jargon. Judges will evaluate applications according to the criteria listed in the rubric and answers provided by applicant(s).

Funding Process

Checks will be made payable to the grantee's school. Amount granted may be different from the budget requested.

Other Pertinent Information

- Supplies, materials, and equipment purchased with grant funds do not become the personal property of the grantee; however, supplies, materials and equipment can travel from school to school with the grantee. Upon resignation or retirement, any remaining supplies, materials and equipment become the property of the OCPS school where last held.

Grantee Responsibility

- You **MUST** upload your signed contract to assigned Goggle drive.
- You **MUST** expend grant funds **NO** earlier than receipt of your grant funds and no later than January 31, 2024.
- You **MUST** submit expense summary and supporting documents and return unspent funds no later than January 31, 2024.
- You **MUST** submit a Final Evaluation Report and PowerPoint presentation and/or video presentation by April 28, 2024.