

## Community Garden Support Program 2023-24 Application Form

### Section I: General Information

Name of Organization: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Postal Code: \_\_\_\_\_

Head of Organization: \_\_\_\_\_ Title/Position: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Cell Number: \_\_\_\_\_

Email address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Title/Position: \_\_\_\_\_

Email address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Cell Number: \_\_\_\_\_

### Section II: About Your Organization

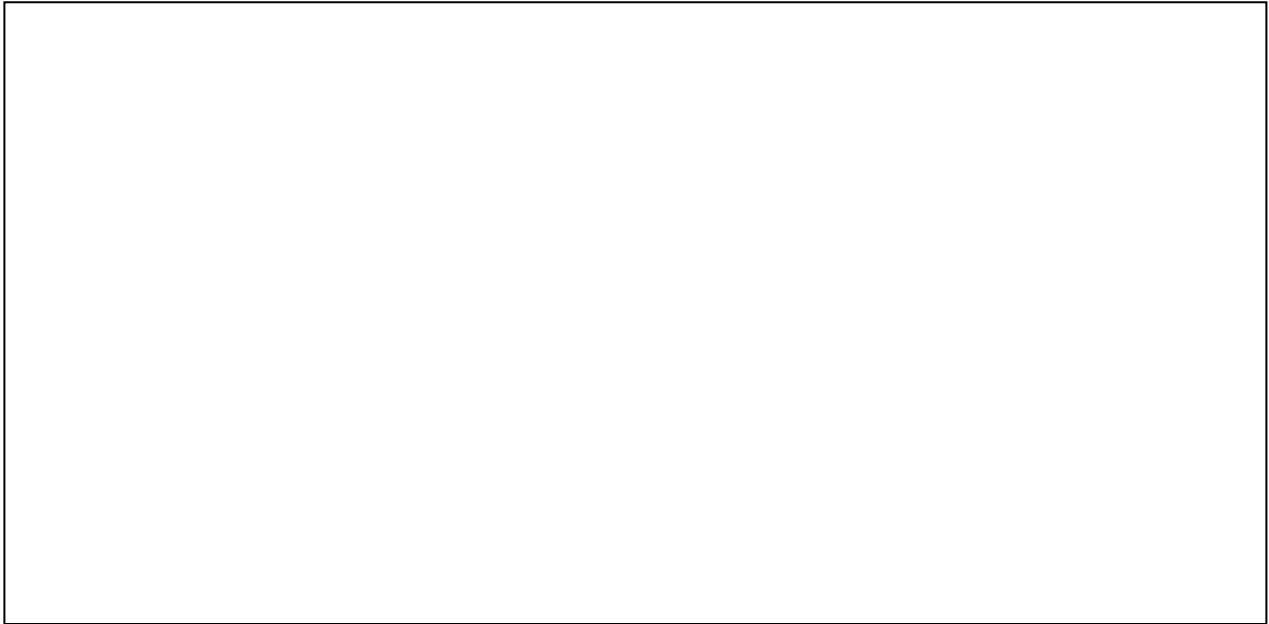
<p>Are you operating within Newfoundland and Labrador as a:</p> <ul style="list-style-type: none"> <li>• Not-for-profit community group or organization;</li> <li>• Municipality or local service district; or</li> <li>• School</li> </ul> <p><b>If no, you are not eligible for this grant program.</b></p>	<p>Yes ____</p> <p>No ____</p>
<p>Are you incorporated under Newfoundland and Labrador Registry of Companies? If yes, please answer following question.</p>	<p>Yes ____</p> <p>No ____</p>
<p>Are you in good standing with the Government of Newfoundland and Labrador?</p>	<p>Yes ____</p> <p>No ____</p>

<p>Are you currently the owner/operator of the community garden for which you are applying? Please note: if not, you are required to submit confirmation in writing that the owner/operator of the garden is permitting that you submit on their behalf.</p>	<p>Yes ____ No ____</p>
<p>How many years has your community garden been active?</p>	
<p>How many gardeners participate in your community garden?</p>	

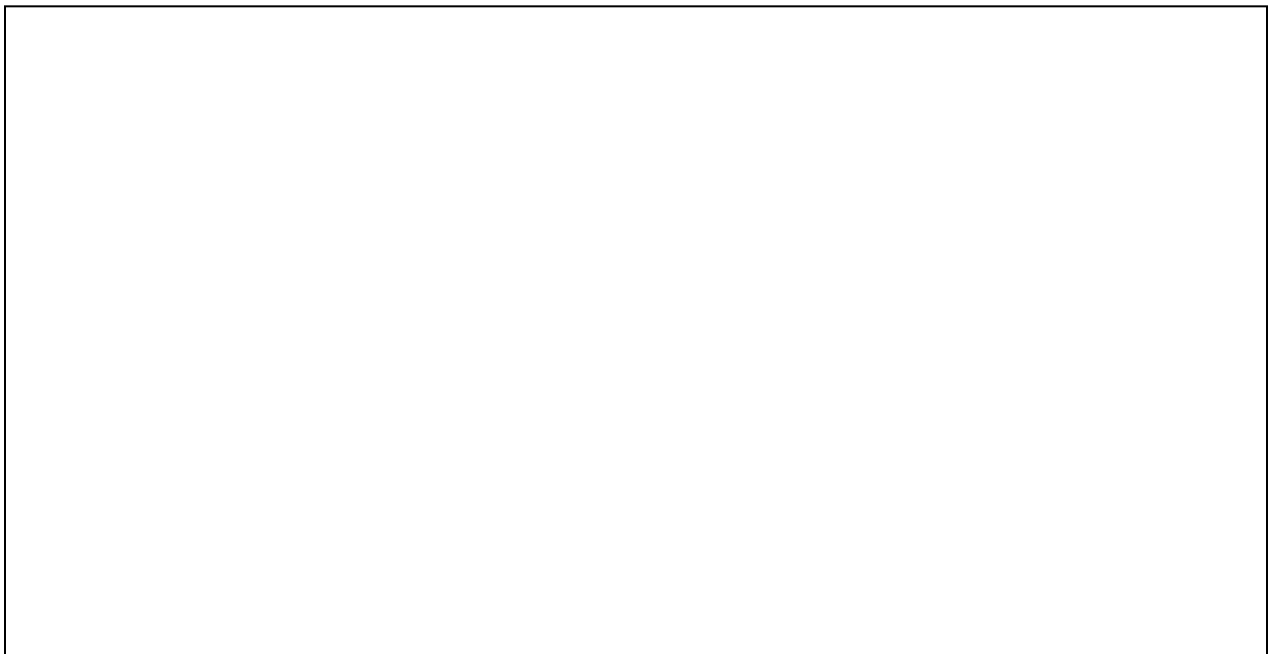
**Section III: About Your Project**

- 1. How much funding are you requesting? (Maximum of \$750) \_\_\_\_\_
- 2. A) Provide a description of your project.  
 B) How do you propose to spend the requested funding (See Page 2 of Program Guide for Eligible Project Costs)?  
 C) How will this spending meet the needs of your community garden?

3. Describe how this project will enhance food availability in your community and improve food self-sufficiency within the province. (E.g. What types of food will you grow? How will food be distributed and to whom?) Additional space available on Page 4.



4. New Community Gardens Only. Please provide details on how, when and where you plan to develop the new community garden. Additional space available on Page 4.



**Additional space available for Questions 3 and 4, if necessary.**



**Under the authority of Section 61 (c) of the Access to Information and Protection of Privacy Act, 2015, personal information will be collected for the purpose of administering the Community Garden Support Program. Personal information may be disclosed to third parties for the purpose of the project assessment, program audit and evaluation.**

**For further information on the privacy issues under the Community Garden Support Program, please contact (709) 637-2077.**

## **Terms and Conditions**

1. Provincial funding may be used only for the purposes specified in this application.
2. No substantial change in these activities shall be made without consent of the Department of Fisheries, Forestry and Agriculture; it shall be at the discretion of the department to determine what constitutes substantial change in each case.
3. Any funding not used for these purposes must be returned to the department.
4. The applicant is wholly responsible for their own debt. Any application to pay debts will not be accepted.
5. Whenever appropriate, public acknowledgement of funding provided by the department is expected. Publications should clearly acknowledge the department's assistance. A standard statement of acknowledgement may be available upon request.
6. If any or part of this funding is used to pay salaries or honoraria, federal and provincial laws concerning salaries and source deductions must be applied (i.e. deductions for income tax, CPP, etc.).
7. The organization agrees to respect and apply the spirit and provisions of existing human rights legislation.
8. Under the Access to Information and Protection of Privacy Act, members of the public may request and obtain access to information held in provincial government records. Should a request be received for information about this grant application, the department will consult with you prior to disclosing any information. It should be noted, however, that only personal information and certain third-party confidential financial information may be withheld. When funding is approved, the amount of funding, the purpose for which the funds were granted and the name of the organization receiving the funding are considered public information.
9. The applicant agrees that their name, the amount and the purpose of funding awarded will be released publicly.
10. Successful applicants may be required to submit a final report of garden activities and related photos by October 31, 2023. Selected participants will be sent a report form after receipt of funding.
11. Payments made by the department are subject to the right of government, under the Financial Administration Act, to offset any amounts owing to it by the applicant. Additionally, the amount of assistance made available to you under this program may be released as public information under the Access to Information and Protection of Privacy Act.

**I Declare that:**

- **the information provided in this document and accompanying documents is complete and accurate;**
- **the application is made on behalf of the organization named with its full knowledge and consent; and**
- **if funding is received by this organization, I understand and agree that the organization must comply with the terms and conditions noted above.**

_____ Applicant's Signature	_____ Witness	_____ Date
_____ Applicant's Signature	_____ Witness	_____ Date
_____ Applicant's Signature	_____ Witness	_____ Date

**Applications must be submitted to:  
CGSP@gov.nl.ca  
Community Garden Support Program  
Department of Fisheries, Forestry and Agriculture**