

# Grant Application Information

**Broadmoor Garden Club  
Civic Committee**

The Broadmoor Garden Club (BGC) is a 501(c)(3) organization with a mission of:

*Promoting interest and education in horticulture, conservation, flower arranging, area beautification, and civic activities that support these objectives.*

## **Eligibility**

The BGC is currently offering grants for innovative projects that correspond to the Organization's mission (above) and conform to the following eligibility criteria.

- Applicant must ensure that all past and current BGC-funded grants or awards are up-to-date and in compliance with BGC requirements.
- BGC Civic Committee respectfully requests that if your organization has an active/open grant that you wait for the year following the completion of that grant to apply for additional awards. If you do submit a grant with one still active, please assure that all reports are complete prior to an application and explain in full the circumstances that support back-to-back considerations.
- Applicant must be a non-profit 501(c)(3) organization.
- Project must be in line with the mission of the BGC.
- Grant project must be completed and funding must be used within one year of receipt of funds. Otherwise, funds must be returned to the BGC within 30 days of the end of the grant period.
- Site visits may be requested by the BGC before, during, and/or after, if feasible.

Please note that the Broadmoor Garden Club does NOT provide funding for the following purposes:

- . Endowment Funds
- . Conservation Easements
- . Scholarships and fellowships
- . Political campaigns or lobbying
- . Individuals (staff or administration)

## **Important Dates:**

- **Application Deadline:** February 15, 2026
- **Award Notification:** April-May 2026
- **Grant Period:** May 15, 2026— May 14, 2027
- **Preliminary Report** – requested September 30, 2026
- **Final Report Submission Deadline:** May 1, 2027 (Photos are appreciated if applicable) (status reports on the “garden” are appreciated along the way)
- **Open Meeting May 2027:** For grant recipients, an invitation will be extended to present a table highlighting your organization and BGC project at the open meeting. Everyone is welcome to attend and enjoy the presentations and special speaker.

## **Application Instructions:**

Applications must be received by February 15, 2026.

Email completed application to:

Liz Bevington

[lynnliz1513@msn.com](mailto:lynnliz1513@msn.com)

Or mail to Liz Bevington, 1513 Alamo Avenue, Colorado Springs, CO 80907



# Broadmoor Garden Club Grant Application 2026-2027

**Project Title:**

**Amount Requested**

**Organization Requesting Grant:**

**Nonprofit Tax ID:**

Address:

Phone:

Website:

**Project Director Name:**

Phone:

Email:

**Community Contact (if applicable)**

Phone:

Email:

**Written Material:** *Please limit each category's responses to 150 words*

1. **Please send a cover letter signed by the head of your organization requesting grant funds.**
2. **Background.** Provide a brief description of the organization's history, mission, and goals
3. **Project detailed description.** Provided a detailed description of the proposed project. Where appropriate, include diagrams/pictures and information that clearly describes the project, why the project is needed, and why this project adds value to the community.
4. **Purpose of the project.** If the project services a purpose, please describe in detail.
5. **Previous BGC Grants.** If you have previously received a BGC grant and this project is similar to/adjacent to that work, please provide pictures of how the projects will interface. If this project is a 'redo' of previously BGC funded work, please explain what happened and why the 'redo' is necessary. If you have a current active BGC grant you are only eligible in the present grant cycle for another grant if you submitted a final report.
6. **Goals and Objectives.** State the project goals and objectives, such as who will benefit from the project, whether it is open to the public, and whether there will be an admission fee. Provide how many children/adults you estimate will benefit from the project.
7. **Activities and Timeline:** Describe how you plan to accomplish the project. Please provide a timeline if applicable.

8. **Collaboration:** Describe the other organizations, if any, participating in the project. List all other sources of funding for the project.
9. **Evaluation:** Describe how you will measure achievement of the objectives listed above, and how you will assess the impact of the project. (Results should be included in the Final Report to the BGC.)
10. **Sustainability:** Explain how this project and its impact will be sustained long-term. What resources (financial, personnel, partnerships, etc.) will be needed to sustain this effort over time?

**BUDGET:** Please provide a detailed total project budget. All funding for this project, including other grants and general funds, should be included in this budget. For each line item in the budget, provide a brief description of how the funds will be used. List all other committed and pending sources of support for the project.

**FINANCIALS:** Please include an organization budget for the current year, including revenues and expenses and a copy of your most recent 990.