



**American
Public Gardens
Association**



**UNITED STATES
BOTANIC GARDEN**

Urban Agriculture Resilience Program 2024 Criteria for Participation

General Information

Applications are due November 1, 2023 by 8pm ET/5pm PT using the [online application form](#).

Awardees will be notified by December 10, 2023.

Awards are expected to be disbursed by early January 2024.

Brief mid-award check-in by October 31, 2024

Final reports, including evaluations, photos, and expenses will be due February 1, 2025.

Award amounts range between \$5,000 and \$20,000

Applicant Criteria

Awards are available to:

- Urban agriculture partnership projects not previously awarded by the Urban Agriculture Resilience Program,
- Previously-awarded projects that are incorporating significant new components.

Organizations currently participating in the Urban Agriculture Resilience Program Capstone Cohort are not eligible to apply.

Awardees will have the opportunity to participate in a peer support network. *Award amounts range between \$5,000 and \$20,000.*

- All eligible programs/projects must be a partnership between at least two organizations, one being a U.S. [public garden](#). Other partners can include U.S.-based nonprofit organizations, local government entities (e.g., parks and recreation departments, housing authorities), small businesses, other public gardens, educational institutions, or similarly qualified organizations. Applications must be submitted by only one organization (the primary awardee) on behalf of the partnership/project.
- The primary awardee organization must be either a U.S. public garden or a recognized tax-exempt nonprofit organization with EIN number.
- Applications must include letters of collaboration and commitment signed by the Principal Administrator/Chief Executives of all partners.
- Award-eligible collaborative projects must combine food growing and education, and must also serve audiences experiencing food insecurity in urban or metropolitan areas.



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- Awards may support new or existing programs/projects/partnerships.
- Awardees will be expected to publicly share results and lessons learned from their Urban Agriculture Resilience Program participation.

Proposed projects will be assessed on the extent to which they demonstrate:

- Evidence they creatively utilize or leverage the assets of both the U.S. public garden and the partnering organization
- Efforts to combine food growing and education (e.g., food growing education, culinary and/or nutrition education, etc.)
- Facilitation of public engagement in urban food growing (e.g., by providing education and technical support, in-kind resources, growing space)
- Direct benefit to audiences or participants experiencing food security challenges, including food security challenges exacerbated by the COVID-19 pandemic
- Thoughtful approaches to increasing equitable access, representation, and benefit sharing at participating gardens and organizations and in communities
- Ability to use the Award to increase capacity in urban agriculture within and beyond the public gardens community

Preference may be given to collaborations involving public gardens:

- with annual operating budgets under \$3M
- with demonstrated commitment to inclusion, diversity, equity, and accessibility (IDEA)

Questions regarding program eligibility may be directed to bneese@publicgardens.org

Reporting Requirements

The U.S. Botanic Garden (USBG) and the American Public Gardens Association (the Association) will provide reporting tools. Reporting requirements include a mid-point check and a brief final report collaboratively prepared by partnering organizations. Reports will document program expenditures and impacts, including quantitative information (e.g., participation numbers; pounds of food produced), and qualitative information (e.g., illustrative or other evidence of goals met, roles of partners and lessons learned from partnership, survey of audience served, feedback from program participants, etc.). In addition, awardees will participate in a mid-project check-in conversation.

The USBG and the Association will request photographs of program activities, and marketing materials or other outreach communications from programs. Awardees will agree to allow the USBG and the Association to communicate about their programs, and to use provided photographs for their own communications.



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Criteria Required for Program Fulfillment:

1. All publicity from the award (or use of award funds) including press releases, websites/webpages, and social media postings related to collaborative work shall acknowledge both the USBG and the Association. Publicity items about the Urban Agriculture Resilience Program awards (e.g., press releases, websites/webpages) should be created in collaboration with and approved by the USBG and the Association. The recipient institution (primary awardee) and/or the partnering institution(s) may not engage in advertising practices that feature the United States Botanic Garden in a manner which conveys, or is reasonably calculated to convey, a false impression of sponsorship, approval or endorsement of any product or service by the United States Government, or any Department, Agency or instrumentality thereof.
2. All products and work resulting from this Agreement, including but not limited to, published material, websites/webpages, social media postings, and presentations shall acknowledge both the USBG and the Association. This should be according to each institution's style guidelines and with express consultation and permission of each party.
3. The recipient institution and the partnering institution(s) agree to indemnify, save and hold harmless, and defend the United States Government and/or the American Public Gardens Association (the Association) against all fines, claims, damages, losses, judgments, and expenses arising out of, or from, any act or omission of the recipient institution (primary awardee), its officers, employees, or (members, participants, agents, representatives, agents as appropriate) arising out of or in any way connected to activities authorized pursuant to this Agreement. This obligation shall survive the termination of this Agreement.
4. The recipient institution and the partnering institution(s) must have and maintain suitable insurance coverage or be self-insured for all activities related to this Agreement. Upon the Association and/or the USBG's reasonable request, the institution will provide a certificate evidencing its insurance coverage, if any.
5. The recipient institution (primary awardee) must be a U.S. public garden and/or recognized tax-exempt nonprofit organization with an EIN (Employer Identification Number) and provide a IRS W-9 Form and tax exempt letter to the Association in order to receive award funds.
6. The recipient institution and the partnering institution(s) shall cooperate with the Association and/or the USBG in the investigation and defense of any claims that may be filed with the Association and/or the USBG arising out of the activities of the institution receiving the award, its agents, and employees.