



**Monarch Waystation Grant Program**  
**Application**

This grant program awards vouchers worth up to \$1,000 for purchasing native plants and native cultivars during The Monarch Alliance’s spring native plant sale at Sunny Meadows Garden Center. Please complete all sections of the application. Provide required pictures, and any letters of support you wish to include. For more information please see TMA’s grants webpage at <https://www.potomacaudubon.org/monarch-alliance/grants/>

Contact John Maciolek by e-mail at [jm24@hood.edu](mailto:jm24@hood.edu) with any questions.

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**Waystation Team**

**Sponsoring Organization Name:**

**Sponsoring Organization Type:** *(For example - Church, School, Community Organization, Nature Center, or Park)*

**Team Leader’s name:**

**Other Team Members’ name(s):**

**Waystation Location Name:**

**Waystation Location address:**

**City:**

**State:**

**Zip:**

**Phone number of Team Leader:**

**Email address of Team Leader:**

## **Background Information**

**Has your organization received a TMA waystation grant before?** *(Explain whether this application is to replace plants or be an extension of an existing waystation. If replacement, explain why there was a problem and how it was resolved.)*

**What are the goals of your organization and how will a waystation help accomplish these goals?**

**Are you partnering with any other organizations? If yes, please list here:**

**Do you have or are you looking for additional funding sources? If yes, please list here:**

## **Waystation Site**

**Briefly explain why you chose the location of your potential or existing site.**

**What are the dimensions of your proposed site?**

**If your Waystation is near a building, which side of the building is it on?**

**Select One:** \_\_\_North \_\_\_South \_\_\_East \_\_\_West \_\_\_Courtyard

**How much sun will your waystation receive?**

**Select one:** \_\_\_Full Sun \_\_\_Partially shaded \_\_\_Full Shade

**Is there a pollinator garden currently planted on your site?**

\_\_\_YES \_\_\_NO

✓ **If yes, please indicate its size and a current inventory of species at your site.** *(attach an additional page if necessary)*

✓ **If no, what is the current ground cover of your site?**

**Describe the soil on your site: e.g. wet, dry, sand, or clay:**

**How do you plan to prepare the site for planting? (Be specific)**

**How will you water your site? (for example: irrigation system, nearby spigot, rain barrel)**  
*(Watering is required for the 1<sup>st</sup> summer after planting, at a minimum.)*

**Please attach or insert a photo of your proposed site (“before” photo) and your garden plan.** *(Insertion is preferred)*

**Briefly describe your waystation garden maintenance plan.** *(Examples could include mulching, thinning, fertilizers, soil amendments, removing dead stalks, etc.)*

**How frequently will you perform the maintenance throughout the year? Who specifically will be responsible for it? Do you anticipate staff or volunteers assisting?**

### **Community Involvement**

**How do you see your waystation enhancing your community?**

**How accessible is your waystation to the surrounding community?** *(For example, is it always open to the public or do appointments need to be made? Is it ADA accessible?)*

**How will you market your garden to your community?** *(Examples are: media coverage, special events/activities, existing community involvement. Please acknowledge TMA in all your public communications and let us review any press releases you put out concerning TMA.)*

## **Monarch Waystation Plant List and Map**

In the chart below, please list all plant species to be planted in your Monarch Waystation. Include the numbers of each species, the bloom period, and assign a symbol to be used in your Waystation map to identify each species. A \$1000 grant purchases about 400 plants, which may vary year by year based on plant cost.

**All plants **MUST** come from TMA member Ann Aldrich's Garden List, listed on the TMA webpage at <https://www.potomacaudubon.org/wp-content/uploads/2020/03/Monarch-Garden-and-Plant-List.pdf>**

Substitutions of equivalent plants may be made by Sunny Meadows, our grower and partner, in consultation with TMA due to lack of availability of plants on this list.

Monarch Alliance recommends 200 plants per 100 square feet of garden space, including:

- At least 20% of plants to be milkweed plants made up of at least two different species from the approved list.
- At least 9 other (non-milkweed) species of plants from the approved list making sure your Waystation will have something in bloom throughout the spring, summer, and fall. (April to October).

*(Depending on conditions, some milkweed is short-lived and may need to be replaced. We recommend continuing to add them as time goes on.)*



## **Project Schedule**

Please provide a timeline for your Monarch Waystation project from the point of grant application to waystation completion plus 3 years of maintenance (example – apply for grant, prepare site, plant garden, and maintenance plans, etc.)

<b>Time Period</b>	<b>Activity</b>



## Planning and Using Your Monarch Waystation

Please place an X where you will involve different stakeholders in your Monarch Waystation project.

	Planning	Promo- tion	Site Prep	Planting	Maintenance	Summer Care	Improvement
Teachers							
Your Team							
Administra- tion							
Students							
Parents							
Community							
Other Partners							

Provide additional discussion of participants and stages. Since year-round maintenance needs to be a key part of your plan, comment on the maintenance and summer care for your waystation.

### **Description of Educational Use**

Please provide up to three examples of how you plan to use your Monarch Waystation to involve students in outdoor learning. For each example, include a project description and number and age range of expected students. You may provide an attachment with this information if you need more space.

Education may include plant labels for visitors, such as walkers, prepared self-guided walks, and other passive learning activities. Estimate number of people who would benefit from these activities.

<b>Project Description</b>	<b>Number and Age Range of Students</b>

### **Evaluation Plan**

Describe how you will measure your project's success. (*Examples are growth of garden; tracking of caterpillar, chrysalis, and adult sightings; citizen science events; number of walk-through visitors; community interest; outdoor learning opportunities, etc.*)

## Confirmation of Application Requirements

I understand that receiving a TMA waystation grant is a 3-year commitment to maintaining the garden year-round. I will complete the following tasks:

1. After completing the garden, applicants must register it as a monarch waystation with Monarch Watch (<http://www.monarchwatch.org/waystations/certify.html>)  
Registration is easy and The Monarch Alliance will reimburse the registration fee to you!  
Applicant will receive Monarch Watch Waystation sign  
Applicant will receive TMA Waystation Sign
2. Submit a status report to Monarch Alliance on June 30, 2021, July 31, 2021 and September 30, 2021.
3. Submit an annual report which is due May 15 of 2022 and 2023. Annual reports will include:
  - a. Photographs of the waystation;
  - b. A project summary including the yearly results of your project evaluation plan and a discussion of the impact your waystation has had on student and /or community learning.

\_\_\_\_\_  
Team Leader Name

\_\_\_\_\_  
Date

Entering a name for the Team Leader here constitutes an electronic signature.

### **Application Completion Checklist?**

- Addressed all questions on pages 1-11?
  - Attached or inserted a “before” photo of the proposed waystation site? (Insertion preferred)
  - Attached or inserted a map of the plant layout you’re planning for your waystation? (Insertion preferred)
  - Attached letters of support? (not required but encouraged!)
- SUBMIT** completed applications and attachments to John Maciolek via e-mail at [jm24@hood.edu](mailto:jm24@hood.edu).

### **Next Steps**

Attend a Zoom Q&A meeting scheduled for 12/12/2020 or watch its video when posted. Questions still not answered can be submitted during the Q&A period to John Maciolek via e-mail at [jm24@hood.edu](mailto:jm24@hood.edu).

The grant schedule is as follows:

- **Waystations proposed for spring (May 2021) planting:**
  - **November 15, 2020** – Grant Program Begins
  - **December 12, 2020** Q&A Zoom Meeting (Recorded)
  - **January 15, 2021** Q&A Period Ends
  - **February 1, 2021** – Applications Are Due
  - **March 15, 2021** – Grant Awards Are Finalized and Grant Winners are Notified

Thank you for your interest in helping the monarch butterfly! Please feel free to contact John Maciolek via e-mail at [jm24@hood.edu](mailto:jm24@hood.edu) with any questions.