

**Monarch Waystation Grant Program Application**

The Monarch Alliance (TMA) 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** [**monarchalliance@potomacaudubon.org**](mailto:monarchalliance@potomacaudubon.org) **with any questions.**

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**Part I: Waystation Team Information**

**Sponsoring Organization Name:**

**Sponsoring Organization Type:**

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

**Team Leader’s name:**

**Phone number of Team Leader:**

**Email address of Team Leader:**

**Other Team Members’ Name(s):**

**Waystation Location Name:**

**Waystation Location address:**

**Part II: Organization Background Information**

**Has your organization received a TMA waystation grant before?**

**If yes, please explain whether this application is to replace plants *(explain why there was a problem and how it was resolved)* or for an expansion of an existing waystation.**

**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:**

**Part III: Waystation Site Details**

**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 (>6 hours of direct sunlight)

\_\_\_\_Partial Sun (2-6 hours of direct sunlight)

\_\_\_\_Full Shade (<2 hours of direct sunlight)

**Is there a pollinator garden currently planted on your site?** \_\_\_\_YES \_\_\_\_NO

* **If yes, please indicate its size and a current inventory of plant 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)** *(Ongoing watering is required for the 1st summer after planting, at a minimum.)*

**Please insert a photo of your proposed site (“before” photo) and your garden map.**

**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?** *(Be specific)*

**Part IV: Community Engagement**

**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.)*

**Part V: Monarch Waystation Plant List and Map**

**Please denote the number of plants for each species you are requesting in the applicable column. Then assign each species a symbol to be used in your Waystation map to identify each plant.**

**Waystation Requirements:**

* All plant selections come from TMA Grant Plant List which are listed in the table below with more detailed information provided in Appendix A.
* At least 20% of the Waystation plants must be milkweed plants consisting of at least two different species from the approved list.
* At least 9 other (non-milkweed) species from the approved list must be used. Make sure your Waystation will have something in bloom throughout the spring, summer, and fall. (April to October).
* The Monarch Alliance recommends 200 plants per 100 square feet of garden space.
* The total number of plants requested shall not exceed 322 (the equivalent of a $1,000 plant voucher).

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| --- | --- | --- | --- |
| **Plant Request List** | | | |
| **Scientific Name** | **Common Name** | **Number Requested** | **Map Symbol** |
| *Asclepias incarnata* | Swamp Milkweed |  |  |
| *Asclepias syriaca* | Common Milkweed |  |  |
| *Asclepias tuberosa* | Butterflyweed |  |  |
| *Asclepias verticillata* | Whorled Milkweed |  |  |
| *Schizachyrium scoparium* | Little Bluestem |  |  |
| *Panicum virgatum* 'Shenandoah' | Shenandoah Switchgrass |  |  |
| *Conoclinium coelestinum* | Blue Mistflower |  |  |
| *Chrysogonum virginanum* | Green and Gold |  |  |
| *Amsonia tabernaemontana* | Eastern Blue Star |  |  |
| *Aquilegia canadensis* | Red Columbine |  |  |
| *Baptisia australis* | Blue False Indigo |  |  |
| *Geranium maculatum* | Wild Geranium |  |  |
| *Penstemon digitalis* | Foxglove Beardtongue |  |  |
| *Liatris spicata* | Blazing Star |  |  |
| *Monarda didyma* | Bee Balm |  |  |
| *Monarda fistulosa* | Wild Bergamot |  |  |
| *Pycnanthemum tenuifolium* | Narrowleaf Mountain Mint |  |  |
| *Rudbeckia hirta* | Black-eyed Susan |  |  |
| *Eupatorium purpureum* | Sweet Scented Joe-Pye Weed |  |  |
| *Lobelia cardinalis* | Cardinal Flower |  |  |
| *Solidago nemoralis* | Gray or dwarf Goldenrod |  |  |
| *Solidago rugosa* | Rough-leaved Goldenrod |  |  |
| *Symphyotrichum laeve* | Smooth Blue Aster |  |  |
| *Symphyotrichum novae-angliae* | New England Aster |  |  |
| *Vernonia noveboracensis* | New York Ironweed |  |  |
| **Total Number of Plants Requested** | |  | **Must be ≤ 322** |

**Using the plant map symbols you have designated above, draw a map of your garden plan to submit with your application. Include the shape and dimensions, roughly to scale, of your space. Add any additional features that are next to your garden, such as trees, fences, building(s), walkways, doorways, and adjacent vegetation.**

**Part VI: 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.)

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| --- | --- |
| **Time Period** | **Activity** |
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**Part VII: Budget**

Provide an estimated budget of costs you anticipate incurring in addition to The Monarch Alliance native plant award voucher. *(i.e. gardening tools, mulch, fencing, signage, educational materials etc.; please do not include the plants listed previously in this budget)*

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| --- | --- | --- | --- |
| **Description** | **Quantity** | **Cost per item/service** | **Total** |
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|  |  |  |  |
| **TOTAL** | | |  |

**Part VIII: 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 information about 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.

**Part IX: 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.

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| --- | --- |
| **Project Description** | **Number and Age Range of Students** |
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**Part X: 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.)](https://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

1. Submit a status report to TMA on July 15, 2022; August 15, 2022; and October 15, 2022.
   1. Photographs of the Waystation
   2. A summary of the garden’s progress, including a note on any Monarch sightings.
2. Submit an annual report, which is due June 15 of 2023 and 2024. Annual reports must be submitted to [monarchalliance@potomacaudubon.org](mailto:monarchalliance@potomacaudubon.org), and will include:
   1. Photographs of the Waystation
   2. 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 in Parts I – X.

\_\_\_\_ 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.

\_\_\_\_ Attached letters of support. (Not required, but encouraged!)

**SUBMIT** completed applications and all attachments to John Maciolek via e-mail at [monarchalliance@potomacaudubon.org](mailto:monarchalliance@potomacaudubon.org).

When submitting the application, please put your organization’s name in the subject line along with “2022 TMA Grant Application” and ensure the attached file of the application adheres to the following naming convention: [organization name\_2022\_TMA\_Grant\_Application].

**Next Steps**

Attend a Zoom Q&A meeting scheduled for October 13, 2021 or watch the recording when posted. Questions still not answered can be submitted during the Q&A period to John Maciolek via e-mail at [monarchalliance@potomacaudubon.org](mailto:monarchalliance@potomacaudubon.org).

The grant schedule is as follows:

* **Waystations proposed for spring (June 2022) planting:**
  + **September 15, 2021** – Grant Application Available
  + **October 13, 2021** –Q&A Zoom Meeting (Recorded)
  + **December 1, 2021** – Q&A Period Ends
  + **December 15, 2021** – Applications Are Due
  + **February 1, 2022** – 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 [monarchalliance@potomacaudubon.org](mailto:monarchalliance@potomacaudubon.org) with any questions.

Appendix 1. TMA Grant Plant List



Please note: 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.