

# THE ILLINOIS NATIVE PLANT SOCIETY CENTRAL CHAPTER

## 2026 GRANT PROGRAM

Funded through the Chapter's annual plant sale  
to support projects in Central Illinois

This booklet contains:

- Page 2. Program explanation
- Page 4. Instructions for completing application form
- Page 5. Application form

**Before you begin, (1) confirm that your project idea relating to Illinois native plants is consistent with the information requested of you, (2) that your project would be in one of the 20 eligible counties, and (3) notify Edie Sternberg at [EdieSternberg@aol.com](mailto:EdieSternberg@aol.com) of your intent to submit a grant application.**

Applications are accepted and reviewed on an on-going basis — Applicants will be notified of the decision regarding their applications within sixty days of receipt.

Submit an electronic version of completed application and attachments to:

[EdieSternberg@aol.com](mailto:EdieSternberg@aol.com)

## THE ILLINOIS NATIVE PLANT SOCIETY CENTRAL CHAPTER GRANT PROGRAM

The Illinois Native Plant Society (INPS), Central Chapter, Grant Program promotes the conservation of Illinois native plants and natural communities. Applications must be for projects in Central Illinois. For purposes of this grant program, Central Illinois includes the following counties: Brown, Cass, Christian, DeWitt, Fulton, Greene, Jersey, Logan, Macon, Macoupin, Mason, McLean, Menard, Montgomery, Morgan, Sangamon, Schuyler, Scott, Shelby, and Tazewell. Eligible projects may include, but are not limited to, studies of native plants (including those that are threatened or endangered); site inventories and community ecology; projects to control exotic species, establish or restore prairies or other native communities or to enhance school or community education focused on native plants.

Eligible applicants include groups and individuals. Priority is given to non-profit groups with projects conducted on public property. If a project is proposed for private property, the applicant must explain how the project will benefit the public and assure that the public is given reasonable access to the completed project. If the applicant is applying as an individual, the applicant must provide a letter of permission from the property owner on which the project will be located. Grant funds that go to an individual may be taxable income.

### **FUNDING CYCLE AND FINAL REPORT:**

Proposals are accepted on an ongoing basis. Applicants will be notified whether the application is approved within sixty days of its receipt. Projects must be completed within one calendar year from the approval date unless an extension is approved by the Chapter. **Funding is intended for new, one-time projects. Multi-year projects or requests for continuation of previously funded projects will not be considered.** Final reports are due to the INPS Central Chapter grant committee chairperson within three months of the end of the project period unless an extension is granted by the Chapter. Final payment depends on receipt of an acceptable final report.

### **REQUIREMENTS FOR AND FUNDING OF APPROVED PROJECTS:**

Funding requests must range from \$100 to \$1000, the maximum grant award. Projects which require a state or federal permit, *e.g.* scientific collector's permit, endangered species permit, nature preserves special permit or permit to conduct research on Department of Natural Resources properties, will not be considered unless copies of these permit applications are included as part of this application. Approved projects will be handled as contractual arrangements between the INPS and the individual or group in charge of the project.

**NOTE:** Requests for the **purchase of equipment** (value equal to or greater than \$100) will not be considered unless prior to submission, the applicant receives permission from the Grant Committee to include it in the proposal.

Fifty percent of the total approved funds approved will be sent to the grant recipient immediately

upon approval of the grant and confirmation that the recipient will carry out the project. The remainder will be paid after the final report has been submitted to and approved by the INPS Central Chapter.

Successful applicants will be asked to supply a Federal Vendor Number or a Social Security Number, as applicable.

## **FINAL REPORT:**

1. A final report consisting of an electronic copy in Microsoft Word or pdf format must be submitted at the completion of the project. This report may take the form of a lay or technical narrative and should include an introduction, a discussion of how the project was carried out and materials used, results, and a summary. **The report should be concise and suitable for reprinting in the Central Chapter newsletter.** Any tables, graphs, and graphics must be in image format. The final report has no length requirement.
2. Five to ten color **photos** of the project depicting, as applicable, the project site, project activities, or other aspects of the project **must accompany the final report.** Image quality must be suitable for use on the INPS website or for color printing to use on display boards.
3. Attaching copies of any other materials generated by the project, such as news articles, is encouraged.

## **PUBLICATIONS AND PRESENTATIONS:**

1. Recipients may want to submit project results for potential publication in the INPS professional journal (*Erigenia*), the INPS statewide newsletter (*Harbinger*), the Central Chapter newsletter, or another journal. It is recommended that recipients submit an article to their local newspaper(s) to describe the project, its activities or results, and the importance to native plant conservation. Copies of any publications or newspaper article should be sent to INPS Central Chapter.
2. All publications and presentations must include a statement that the project received funding from the Central Chapter of the Illinois Native Plant Society.
3. Recipients may be invited to present their project findings or accomplishments to an INPS Central Chapter meeting or INPS annual statewide meeting.

# INSTRUCTIONS FOR COMPLETING THE APPLICATION FORM

1. Project Title: Write a short title which should refer to the focus of the proposal.
2. Submitted by: Fill in the name of the entity submitting the application and a complete mailing address with zip code.
3. Contact Person: Indicate the name of the person who should be contacted with questions about the application, an email address and a daytime telephone number.
4. Fill in the actual amount of funding you are requesting directly from the INPS Grant Program; must match the subtotal in Section 8. It must range from \$100 to \$1000.
5. Project Objectives and Justification: Identify the project's goal and list at least three objectives that will help meet that goal. For example, if the goal is to establish a demonstration prairie plot, then an objective might relate to site layout and preparation. If applicable, at least one objective must relate to maintaining the completed project over time. Justify the value of the project by describing its benefits. (e.g., how will the results contribute to Illinois native plant conservation, how will it support youth education).
6. Proposed Activities: Describe the methods and materials that will be used to achieve each objective. If applicable, include any protocols for data collection and analysis. Note any problems that are anticipated.
7. Project Location and Design: Identify the area that will receive benefits. If applicable, submit 8½" × 11" diagram of the area. The diagram may be computer generated or hand drawn.
8. Amount of Illinois Native Plant Society, Central Chapter, Grant Funds requested. (\$100 to \$1000)
9. Funds You Will Provide: You will receive extra consideration if you have a funding match.
10. Note proposed in-kind services and materials you will provide and their estimated value. Examples are volunteers, donations of seeds, plants, hand tools, etc.
11. Total value of project: Add subtotals of Sections 8, 9, and 10.
12. Complete and attach copies of permit applications as appropriate.
13. Indicate if there are attached documents. Proposal description must not exceed the space allotted on the application form. You may supply illustrations or reference materials as necessary.
14. Submit via email ([EdieSternberg@aol.com](mailto:EdieSternberg@aol.com)) a Microsoft Word or pdf copy of the completed proposal, including copies of permit applications (as appropriate) and attached documents. Attachments which aren't appropriate for emailing may be mailed by USPS. Contact Edie Sternberg for mailing instructions.

All applications will have an initial review for completeness. Only complete applications will be forwarded to review committee members for a technical review. If an application is incomplete, the applicant will be notified and given the opportunity to provide the missing information.

**Direct any questions to Edie Sternberg at 217 971 1550 or email [EdieSternberg@aol.com](mailto:EdieSternberg@aol.com).**

# INPS CENTRAL CHAPTER 2026 GRANT PROPOSAL

1. Project Title: \_\_\_\_\_

2. Submitted by:(Name of Entity) \_\_\_\_\_

Phone (\_\_\_\_) \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

3. Contact Person (Dr., Mr., Mrs., Ms.) \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_

4. Our group requests \$ \_\_\_\_\_ in funding from the INPS Central Chapter Grant Fund.

5. Project Objectives and Justification: \_\_\_\_\_

6. Proposed Activities: \_\_\_\_\_

7. Project Location (City, County, Section-Township-Range):

8. Illinois Native Plant Society Funds Requested: (Include an attachment listing cost detail for each budget line item and if purchasing plants or seeds, a list by species and costs per item)

Labor \$ \_\_\_\_\_

Travel \$ \_\_\_\_\_

Contractual \$ \_\_\_\_\_

Commodities \$ \_\_\_\_\_

Equipment \$ \_\_\_\_\_

Other \$ \_\_\_\_\_

Subtotal ..... \$ \_\_\_\_\_ (\$1000 or less)

9. Funds you will provide: ..... \$ \_\_\_\_\_

10. Other materials or in-kind services you will provide (and estimated value) : \_\_\_\_\_

\_\_\_\_\_ . \$ \_\_\_\_\_

11. TOTAL VALUE OF PROJECT ..... \$ \_\_\_\_\_

12. Does your project involve:

Endangered or threatened species  yes  no

Collecting protected species  yes  no

An Illinois Nature Preserve  yes  no

Dept. of Natural Resources property  yes  no

Other specially regulated conditions  yes  no

If you answer yes to any of the above, complete and attach the appropriate permit applications.

13. You **must** attach a detailed budget and may attach other items to assist the committee in making their decision.

**Detailed Budget**

Map of Project Area

Professional Vitae

Relevant Publications

Other \_\_\_\_\_