Gothic Arch Greenhouses
Greenhouse Construction/Enhancement Grant Program

Gothic Arch Greenhouses is excited to announce it is now accepting applications from members of the National Association of Agricultural Educators (NAAE) who are seeking to implement a greenhouse construction or enhancement project for their middle school or high school agricultural education program. This opportunity is open to all active and active life NAAE members who are currently teaching agriculture in a middle school or high school.

In 2014, four (4) $2,500 competitive grants will be awarded by Gothic Arch Greenhouses. Qualified applicants will be those agricultural education programs that meet the following criteria:

- Agriculture teacher is an active or active life member of NAAE;
- FFA chapter exists within the local agricultural education program;
- proof of support for the greenhouse project from school administration is provided;
- commitment to using appropriate guidelines and procedures in constructing a new greenhouse or enhancing an existing greenhouse is assured;
- commitment to purchase everything needed to construct or enhance the greenhouse from Gothic Arch Greenhouses; and
- agreement to allow Gothic Arch Greenhouses to use the project in promotional materials, messages, and advertising.

Applications must be received in the Gothic Arch Greenhouses office no later than May 1, 2014.

All inquiries regarding this greenhouse grant program should be directed to Gothic Arch Greenhouses by calling (800) 531-4769 or sending e-mail to BSierke@GothicArchGreenhouses.net.
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Request for Applications

Applications must be received by Gothic Arch Greenhouses no later than May 1, 2014.

Background
Since 1946, Gothic Arch Greenhouses has been a manufacturer and distributor supplying quality greenhouses and related equipment and supplies to the educational, commercial and residential horticulture markets. Particular emphasis continues to be given in support of schools that offer agricultural education as component of the school instructional program to help ensure a sustainable food supply for future generations.

Rationale
It is our hope that this grant opportunity will heighten awareness of the need and use of quality greenhouse enclosures to provide a safe and constant protective and controlled environment in which to grow food crops.

A serious study of the food producing industry in the United States indicates that the future food producer will have to develop year-round growing techniques under complete environmental control in order to meet the food production challenges of the increasing population. Greenhouse food production is the most sustainable and dependable approach to agriculture that we know.

Eligibility
Gothic Arch Greenhouses will accept Greenhouse Construction/Enhancement Grant applications from middle schools and high schools that meet the following criteria:

- Agriculture teacher is an active or active life member of NAAE;
- FFA chapter exists within the local agricultural education program;
- proof of support for the greenhouse project from school administration is provided;
- commitment to using appropriate guidelines and procedures in constructing a new greenhouse or enhancing an existing greenhouse is assured;
- commitment to purchase everything needed to construct or enhance the greenhouse from Gothic Arch Greenhouses; and
- agreement to allow Gothic Arch Greenhouses to use the project in promotional materials, messages, and advertising.

Awards
Gothic Arch Greenhouses will award four (4) $2,500 grants to eligible local middle school or high school agricultural education programs. For each grant, the $2,500 award will be discounted from the final cost of the greenhouse construction or enhancement project purchases.
made with Gothic Arch Greenhouses. Cash matching is not required; however, any project costs over $2,500 must be borne by the school or other sponsors. The project start date may be no earlier than June 15, 2014 (after the grants are awarded). Greenhouse construction or enhancement must be completed no later than December 1, 2014.

**Evaluation Criteria and Process**
Specific evaluation criteria are provided under the Application Guidelines section of this RFP. Each application may receive a maximum of 100 points. A committee to evaluate the applications and select the winning applications may be comprised of Gothic Arch Greenhouses staff and/or others chosen by the staff of Gothic Arch Greenhouses.

**Application Guidelines**

**Cover page**—All applications must include a completed and signed cover page. (A sample cover page is included as the final page of this RFP.)

- Legal Name of Organization to which the award should be made. Please include the exact name of the middle school or secondary school, not just the school district.
- Project Start Date (no earlier than June 15, 2014)
- Project Completion Date (no later than December 1, 2014)
- Project Coordinator Name and Title
- Principal/Institution Head Name and Title
- Project Coordinator address, city, state, zip, phone and fax numbers, and e-mail address
- School/Institution name, address, city, state, zip, and phone and fax numbers
- Project Coordinator Signature and Date
- Principal/Institution Head Signature and Date

**Section 1:** Project Summary—Provide a 50- to 75-word summary description of the project.

**Section 2:** Project Narrative—maximum of five pages (not including the cover page, project summary, or budget) typewritten, double-spaced, font no smaller than 12 point, one-inch margins)

a. Describe the local agricultural education program (15 points).

b. Discuss the need and justification for this project in your school (20 points).

c. Discuss the project’s specific objectives (20 points).

d. Explain the expected results of the project and the potential impacts and outcomes on the local agricultural education program (10 points).

e. Identify a project timetable including all important milestones and dates that relate to the project’s start-up, execution, evaluation, and sustainability (10 points).

f. Describe plans for project evaluation (how will you know if your project is successful) (5 points).

g. Describe your ability to and commitment to completing the construction project no later than December 1, 2014 and your plans for management of the project (10 points).
Section 3: Budget (10 points)
Include a specific, line-item budget of the total project expenses in tabular format. Provide a budget narrative to explain each line item in the budget and the sources (school, other sponsors) of the additional funding, beyond the $2,500 grant from Gothic Arch Greenhouses, required to complete the project.

Application Submission Deadline
Applications must be received at the Gothic Arch Greenhouses office no later than May 1, 2014.

What to Submit
Applicants must submit a complete original application to the Gothic Arch Greenhouses office. Applications may be sent to Gothic Arch Greenhouses by regular mail. Applications also may be e-mailed to the Gothic Arch Greenhouses office in Adobe PDF format (including the signed cover page). Due to the potential of poor quality of documents sent by facsimile, faxed applications will not be accepted.

Applicants should keep a complete copy of the application. Applications submitted to Gothic Arch Greenhouses will not be returned.

Where to Submit Applications
Applications must be sent to: Gothic Arch Greenhouses, P. O. Box 1564, Mobile, AL 36633; BSierke@GothicArchGreenhouses.net.

Notification of Awards
Applicants will be notified of funding decisions no later than June 15, 2014.

Responsibilities of Grant Recipients
Grant recipients are required to submit periodic reports of grant activities upon the request of Gothic Arch Greenhouses to be featured in Gothic Arch Greenhouses communications and other public sources. In addition, grant recipients are required to submit a final report of project activities to Gothic Arch Greenhouses upon the project completion to be featured in Gothic Arch Greenhouses communications and other public sources. Grant recipients are required also to cooperate with any public relations and media outlets as identified by Gothic Arch Greenhouses.

For More Information
For more information please contact:
Mr. W. H. 'Buzz' Sierke, Jr.
President - CEO
Gothic Arch Greenhouses, Inc.
P. O. Box 1564
Mobile, AL 36633
Phone: (251) 471-5238 or (800) 531-4769
Email: BSierke@GothicArchGreenhouses.net
Website: http://www.gothicarchgreenhouses.com
Gothic Arch Greenhouses
Greenhouse Construction/Enhancement Grant Application – Cover Sheet

Legal Name of Organization: _____________________________________________________________
(school/institution name)

Type of Organization: ______ Middle School    ______ High School

Project Start Date (no earlier than June 15, 2014): ________________________________

Project Termination Date (no later than December 1, 2014): _________________________

Project Coordinator Name and Title: ____________________________________________
(name and title)

School Principal Name and Title: _________________________________________________
(name and title)

Project Coordinator Address: ______________________________________________________
(address)

__________________________________________
(city, state  zip)

__________________________________________
(phone with area code)        (fax with area code)

__________________________________________
(e-mail address)

School Address: _________________________________________________________________
(address)

__________________________________________
(city, state  zip)

__________________________________________
(phone with area code)        (fax with area code)

Project Coordinator Signature and Date

School Principal Signature and Date