

The AMA Community Foundation School Garden Studio Bursary Program (the “Bursary”)

Terms and Conditions

INTRODUCTION

The Bursary is open and available to Kindergarten to grade 12 (“K–12”) educational institutions and Indigenous communities associated with educational institutions in Alberta who are committed to advancing food literacy and food security programming in Alberta schools.

The Bursary awards up to \$2,500 in funding per eligible institution. Up to \$200,000 will be distributed annually through such grants.

Specifically, the Bursary is designed for schools and qualifying institutions with a demonstrated need for financial support to stand up or enhance food literacy and food security programming. Projects must primarily focus on growing food in either indoor or outdoor settings.

WHO CAN APPLY

The following institutions and communities are eligible to apply (referred to herein as “Applicants”) for the Bursary:

- **K–12 Educational Institutions:** K–12 educational institutions within Alberta who are committed to integrating food literacy and food security concepts into their curriculum and extracurricular activities.
- **Indigenous Communities:** Indigenous communities associated with educational institutions within Alberta who are committed to supporting food literacy and food security initiatives.

Applicants must demonstrate a genuine intention to provide students with the necessary tools and equipment to create and maintain a garden on or near school premises, which will advance food literacy and food security programming.

In addition to creating the garden itself, Applicants are asked to articulate a clear vision for fostering a deeper understanding of nutrition, gardening skills, and food security among students, ultimately contributing to the holistic development and well-being of Alberta’s youth.

Applicants must include a budget outline for the project, an explanation of the project, and disclosure of all other funding sources they have secured or sought.

ELIGIBILITY

Applications for the Bursary must be submitted by a qualified Applicant.

To be considered for program funding, Applicants should have a need for financial support to access resources, tools, and equipment to support food literacy and food security education.

Preference will be given to Applicants who are current members of the School Garden Studio and/or do not have existing gardening programs or other available sources of funding.

Applicants who are not already members of the School Garden Studio (SGS) platform are encouraged to join the SGS community. Membership provides access to resources, mentorship, and a network of educators committed to food literacy across Alberta.

Applicants must not have received funding from this Bursary for the same project within the last 12 months.

ELIGIBLE AND INELIGIBLE PROJECTS

The Bursary funds essential equipment and supplies, for either indoor or outdoor gardens, that make it possible for students to grow food and support food literacy and food security. Examples of eligible expenses include, but are not limited to:

- Grow lights
- Bins (for planting)
- Soil and soil amendments
- Seeds and seed trays
- Grow bags
- Gardening gloves
- Compost worms
- Pre-built greenhouses
- Wood (for raised gardening beds)
- Shovels
- Wheelbarrows
- Rain barrels

The Bursary does not fund items unrelated to food growing, which include, but are not limited to:

- General landscaping or decorative materials
- Large-scale construction or permanent structures
- Powered or commercial-grade equipment
- Personal technology
- Ongoing operational costs (such as utilities or wages)
- Project costs that have already been incurred
- Items intended primarily for resale or personal use outside of the project

IMPLEMENTATION PERIOD

Projects funded through this 2026 Bursary cycle are expected to commence no later than January 2027.

HOW TO APPLY

Applicants may complete the Application through the AMA Community Foundation's Grant Portal (the "Portal"). The Portal will host the necessary information on applying for the Bursary (submitting an "Application"). Applications must be submitted through the online system. You can access the Portal through the School Garden Studio platform and/or the AMA Community Foundation's Website.

Applications will be accepted online through the Portal from August 28 until October 2, 2026 (the "Deadline"). No Applications will be accepted after the Deadline

Applications must be completed in full and include a comprehensive budget and project plan. Incomplete applications will not be considered.

SELECTING BURSARY RECIPIENTS

The AMA Community Foundation will select a committee of reviewers to evaluate each Application. Applications will be evaluated on the following criteria:

- Applicant meets the eligibility criteria outlined in this document.
- Requested funds fall within the grant range of up to \$2,500.
- The Application is completed in full and submitted through the granting portal.
- Application includes a comprehensive budget and project plan.
- Project is primarily focused on food security and food literacy.
- The Applicant has a demonstrated need for financial support to access resources, tools, and equipment.
- The Applicant discloses all other funding sources (both received and sought) as part of the Application package.
- Applicant has not received funding for the same project in the last 12 months from the Deadline.

Preference will be given to Applicants who are current members of the School Garden Studio and/or institutions without existing gardening programs.

All Applications will be ranked based on the criteria set out in this document. The requested or appropriate funding will be allocated to each Application starting from the highest ranking until all available Bursary funds have been distributed.

All Applicants will be notified no later than December 21st, 2026 of the outcome of their Application.

ACCOUNTABILITY

Applicants who are awarded a Bursary (referred to as “Partners”) must commit to the following:

- **Master Agreement:** Executing a formal Master Agreement between the school or related organization and the AMA Community Foundation. The master agreement will be sent via the Portal.
- **Progress Reporting:** Partners shall provide progress reports to the AMA Community Foundation through the Portal to ensure that program goals are being achieved and to enable reporting on impact to AMA members, staff, the AMA Board of Directors, and potential future donors.

The reporting requirements for the 2026 Bursary cycle are as follows:

Report	Due Date
Progress Report	September 2027
Final Report	September 2028

- **Community Sharing:** To help inspire others, Partners are requested to share at least one post recognizing the AMA Community Foundation and celebrating their achievements through one of the following channels:
 - Partner’s social media platform;
 - A school or classroom newsletter; and
 - Other external platforms (e.g., school website, community newsletter)
- **School Garden Studio Community:** Partners are encouraged to leverage the School Garden Studio website and community for support, guidance, mentorship, and to share their successes.

Failure to complete required reporting or misuse of funds may result in the repayment of the Bursary to the AMA Community Foundation. Partners may then become ineligible to apply for additional funding for at least two years and will be subject to additional questions to ensure future compliance.