



Traditional Bee Grant Program from The Bee Cause Project and Whole Kids

***This is only a copy of the application questions for your preparation purposes. Applications must be submitted online through our application system SmartSimple, linked [here](#).**

The Bee Grant Program seeks to stimulate in young people a curiosity about the importance of bees in our lives and food system, the need to understand and embrace them, and the value of caring about their well-being.

The Bee Grant is offered by Whole Kids, a project of Whole Foods Market Foundation, in partnership with The Bee Cause Project. These grants are available to schools and non-profit organizations.

For any **questions regarding the Bee Grant application or if you need support in the bee approval process**, please email The Bee Cause Project at info@thebeecause.org.

For any **technical questions or issues regarding your online grant application**, please email grants@wholekidsfoundation.org.

Grant Options

All Bee Grant options are valued at \$2,500 per grant and include:

Technical Support and Consultation from The Bee Cause Project

Educational Materials:

- Digital Educational Curriculum & Support Materials
- Indoor Plaque
- Outdoor Signage
- Assorted Bee-Inspired Educational Items

Choice of one Grant:

1. **Monetary Grant of \$1,500:** To support the success of an educational bee program along with educational materials.

- a. \$1,500 monetary grant to support educational bee program.
- b. Support Materials and Videos
- c. Educational Materials
- 2. Indoor Observation Hive:**
 - a. Custom made Indoor Observation Hive from The Bee Cause Project
 - I. Frames included.
 - b. \$500 monetary grant to support hive maintenance and incidentals for the first year.
 - c. Feeder apparatus and insulated hive cover
 - d. Support Materials and Videos
 - e. Educational Materials

Note: Bees are NOT included with any grant option.

Observation Hive Grant Applicants Only:

Potential estimated costs for recipient: If selected, the grant recipient is responsible for the following costs associated with installing and maintaining their beehive:

1. **\$150** – estimation for the one-time installation fee of the hive base. Recipients are encouraged to use an on-site maintenance staff to reduce or eliminate this cost.
2. **\$300-\$500** per year for maintenance – this is an estimate of yearly fees and could include:
 - a. Initial bees: recipients are encouraged to seek a beekeeper willing to donate a small colony of bees. Since bees can swarm (re-locate) or die due to environmental causes it is good to keep in mind you may need to purchase additional bee colonies throughout this experience.
 - b. Beeswax foundation
 - c. Replacement bees or frames in the case of a colony collapse
 - d. Additional educational materials
 - e. Other supplies or costs incurred

Please note, it is best to have in mind which option is the first choice for your program while moving through this application.

Don't know which grant is right for you? Please read the "Which Grant is Best for You" chapter in [The Traditional Bee Grant Overview](#).

Visit [The Bee Cause Project resources page](#) for instructional videos on hive installation, what to do when bees arrive, and general maintenance.

TIMELINE:

- Application opens: **September 4, 2024**
- Part I Application deadline: **October 15, 2024**
- Part II Application deadline: **October 31, 2024**
- Notification of all applicants: **December 6, 2024**
- Hive and Grant Package will arrive by: **February 2025**

ELIGIBILITY:

1. Applicant must be a public school, non-profit private school, or non-profit children's programming organization that works with students in the grade range kindergarten through 12th grade.
2. Applicant must have not received a Traditional Bee Grant before. If they have, please review the eligibility for a Renewal Bee Grant.
3. The grant award must be used to support bee education for students.
4. The principal or executive director must be aware and supportive of the bee program.
5. A knowledgeable beekeeper (or appropriate bee educator) must commit to help support and maintain the beehive as the "Bee Mentor."
6. There must be an individual at the school or organization who is the designated "Bee Advocate."

REQUIRED READING:

Please read through all required reading before submitting your application:

1. **Program Overview and Support**
2. **Letter of Understanding**

You can find these on The Bee Cause Project's resource page: <https://www.thebeecause.org/resources/>

APPLICATION PROCESS AND NOTIFICATION:

The application is conducted **online as a two-step process**. Visit our applicant portal during the application window to access the application: <https://wholekidsfoundation.smartsimple.com>.

Your application can be saved and completed in multiple sessions. Once it is submitted, the applicant will receive a **confirmation email**. At this point, the application can no longer be edited.

Part I applications will be reviewed on a rolling basis as they are received and must be submitted no later than **October 15**. If selected to move on to the Main Application, Part II is due **October 31**.

All applicants who have submitted both Parts I and II will be **notified no later than December 6th, 2024**. Hives and grant packages will be **received by February 2025**.

NEED HELP or HAVE QUESTIONS? Attend our webinars for more information about the application process and best practices on getting your bees approved. If you cannot make it to the webinar, the recordings will be posted after the date listed. Click the link below at the desired time to register.

- Bee Grant Application Webinar #1: Wednesday, September 11th, 2024 @ 2 PM PDT / 4 PM CDT/ 5 PM EDT:
<https://wholefoods.webex.com/weblink/register/r29c9ae19cf5e0d729af846d4aa6a415a>
- Bee Grant Application Webinar #2 w/ Open Q&A: Wednesday, September 25th, 2024 @ 9 AM PDT/ 11 AM CDT/ 12 PM EDT:
<https://wholefoods.webex.com/wholefoods/j.php?MTID=m0efff8a3ee98d0d038b539ec67>

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For any questions **regarding the Bee Grant application or if you need support in the bee approval process** email The Bee Cause Project at info@thebeecause.org.

For any **technical questions or issues regarding your online application**, please email grants@wholekidsfoundation.org.

School or Organization Account Registration in SmartSimple

**If your school or organization already has an account in SmartSimple, please email grants@wholekidsfoundation.org for help accessing the account*

Tell us about the entity that will receive the Bee Grant:

If applying as a School:

U.S. School Directions:

1. Click “Search NCES database” to find your school’s information.
2. Some of the information will auto-populate. If necessary, edit those fields. Enter in the rest of the information.

Canadian School Directions:

1. Click “Search CRA database” to find your school’s information.
2. If you can’t find your school, look for your school district’s information.
3. If you can’t find either, please manually enter in all of the information.
4. If you are able to locate your school or district, some of the information will auto-populate. If necessary, edit those fields.
5. Enter in the rest of the information.

Here is a list information that the form will ask for:

- School Name
- NCES # (US Schools only)
- Charity # (Canadian schools only – 9-digit bin number + 4-digit RR number)
- School Contact Info: full name, email address, title/position, and phone number
- Address
 - Street Address

- City
- State or Province
- County
- Zip Code/Postal Code
- Country
- Phone Number
- Website (if any)
- School District: Please list the full school district name – do not use abbreviations or other punctuations.
 - If you are a private school, please include any relevant nomenclature for your area, otherwise, input "Private School – No District".
- Type of School (Select one)
 - Public School
 - Private School
 - Charter School
 - School District
- Lowest Grade Offered (select from the options provided)
- Highest Grade Offered (select from the options provided)
- Location Description
 - Rural
 - Town
 - Suburb
 - City
- Total enrollment number
- Is your school designated as Title 1? Y/N
- Total number of students eligible for free or reduced-price lunch: If you are a private school or a Canadian school, please input the number of students on scholarship.
- Principal contact information: name, email address, and phone number

If applying as an Organization:

U.S. Organization Directions:

1. Click "Search IRS database" to find your organization's information.
2. Some of the information will auto-populate. If necessary, edit those fields.
3. Enter in the rest of the information.

Canadian Organization Directions:

1. Click "Search CRA database" to find your organization's information.
2. If you can't find your organization, please manually enter in all information.
3. If you are able to locate your organization, some of the information will auto-populate. If necessary, edit those fields.
4. Enter in the rest of the information.

Here is a list information that the form will ask for:

- Organization Name
- EIN (US schools only)
- Charity # (Canadian schools only – 9-digit bin number + 4-digit RR number)
- Contact Information
- Address
 - Street
 - City
 - State or Province
 - County
 - Zip Code/Postal Code
 - Country
- Phone Number
- Website (if any)
- Lowest Grade Offered (select from the options provided)
- Highest Grade Offered (select from the options provided)
- Location Description – please describe the area of your community:
 - Rural
 - Town
 - Suburb
 - City
- Organization Primary Contact information: Full name, email address, title/position, full name.
- What is the mission and purpose of your organization? Please share the mission statement and a short description on how you engage with youth. [750 characters]
- Number of kids enrolled in programming at your organization
- Number of children you work with that have demonstrated financial need. You can define what financial need is to your community.

Applicant Contact Registration in SmartSimple:

This will be the main individual contacted during the application process and in subsequent years for reporting. Please choose an individual who will stay involved with the bee program. If this contact changes at any point in the future, please notify both The Bee Cause and Whole Kids.

- Name
- Email
- Title/Position
- Phone number

APPLICATION

Once you have completed your organization or school's account registration, you can then open an application.

***: Denotes required field**

Eligibility Questions

To determine if you are eligible to apply, please answer the following:

- *Are you a public or nonprofit private school that serves any grades kindergarten through 12th grade or a 501(c)(3) non-profit children's programming organization, working with students in the grade range of kindergarten through 12th grade?
- *Will the hive be used as an educational tool for students in some fashion?
- *Will the hive be at the location of the school or non-profit organization?
- *Do you have a plan to manage the beehive during extended school breaks and summer vacations?

Fiscal Sponsor/Grantee

A fiscal sponsor is a separate entity (e.g. a non-profit organization or a school PTO) that can apply on behalf of the school or organization for fiscal or programmatic needs. If selected, the grant agreement will be signed by an individual with the fiscal sponsor organization and the grant check will be made out to the fiscal sponsor organization. Having a Fiscal Sponsor is **OPTIONAL** and **NOT required**.

- Do you have a Fiscal Sponsor?
- If yes, in what country does your Fiscal Sponsor reside?
 - United States / Canada
- Type in your Fiscal Sponsor name below.
- EIN – Employee Identification Number (US Organizations only) / Charity # (Canadian organizations only – 9-digit bin number + 4-digit RR number)

Fiscal Sponsor Contact Information

- Fiscal Sponsor Primary Contact First Name
- Fiscal Sponsor Primary Contact Last Name
- Fiscal Sponsor Primary Contact Email
- Fiscal Sponsor Primary Contact Phone

Grantee Organization

PLEASE NOTE - If you have a Fiscal Sponsor, they must also be listed as the Grantee Organization. If you do not have a Fiscal Sponsor, you must include the information for the applying school or organization.

Please provide information for the Grantee Organization to whom the check will be written. Then, identify the individual who will be responsible for signing the Grant Agreement. We do not have a preference for who this individual is. Please list someone at your school, organization, or Fiscal Sponsor entity who has the ability to sign formal documents.

- Grantee Organization (This is the organization to whom the grant check will be made out)
- Grantee Organization Street Address
- Grantee Organization City
- Grantee Organization State/Province

- Grantee Organization Zip/Postal Code
- Grantee Signee Name (This is who will sign the grant agreement)
- Grantee Signee Title
- Grantee Signee Email

Bee Grant Application questions

5 Things to Know Before You Apply for a Bee Grant

Please read and understand the below information. Knowing this information before and as you proceed will help you develop a strong bee education program.

1. **Bees Take a Village.** The core of your Bee Program team is the Bee Advocate (the primary contact), your Beekeeper Mentor (a local beekeeper), and your Bee Club (3+ dedicated community members). Each program is required to work with a beekeeper partner to guide you along your journey. The Bee Club exists to support this program for long-term success!

2. **Get Pre-Approved for Live Bees.** Live bees normally require approval from administrators, facilities managers, school boards, and/or insurance providers. It's important to begin these important conversations as soon as possible. [The Traditional Bee Grant Overview](#) will get you started with getting your bees approved.

Please note: We highly advise receiving approval for live bees on campus before you submit this application as some states, counties, and/or school districts require more extensive approval. This is particularly important when it comes to approval from insurance providers.

3. **Build a Communication/Safety Plan.** Although domesticated honey bees are generally gentle unless otherwise disturbed, not everyone knows this! Prepare your community for these tiny new classmates with a reliable safety plan and friendly parent letters. Visit The Bee Cause's website for information from [The Bee Cause Safety Guide](#).

4. **Prepare for Long Term Costs.** Even if everything is done correctly, sometimes bees swarm (relocate) or die off due to factors beyond our control. In the long term, costs such as replacing a hive or paying your beekeeper can be managed through The Bee Cause's [Pay-it-Forward](#) fundraising platform. Visit The Bee Cause's website for resources on how to fundraise for your Bee Program.

**Please note: the Bee Grant covers the cost of purchasing your first bees, but we do not purchase those bees for you. This will be done in tandem with your beekeeper.*

5. **Join The Bee Cause Network!** Whether or not you receive a Bee Grant, The Bee Cause 6- Week Bee Unit curriculum is free and available to use at any time. Access these resources, along with extensive STEAM curriculum and lesson plans, on the Whole Kids and The Bee Cause websites.

**The Bee Grant program comes equipped with ongoing support and a network of grant*

recipients. Join the closed Facebook group [“Bee Grant “Buzz” Community: Bee Mentor and Bee Advocate Group”](#) to access our community.

Application Part I

Program Details

- 1) *Does your school or organization currently host a beehive?
 - a) If yes, please describe how the beehive is managed, including who manages the hive and how often.
- 2) *Please share any complementary bee education or pollinator education that your school or organization engages in, either with or without a beehive.
- 3) *We have found that the most successful Beehive programs are supported by a Bee Committee: a group of stakeholders such as parents, teachers, administrative staff, and facilities staff who are all knowledgeable about the grant and required reading. Do you have a Bee Committee in place or are you working to put together a Bee Committee? Please keep in mind if you continue to the second phase of the Bee Grant application your program is required to have a bee committee in place before receiving this grant. Y/N
 - a) If no, please review the Traditional Bee Grant Overview on [The Bee Cause Project’s Resources](#) page.
- 4) *Please select the grant option you are applying for. Please read the *Grant Overview: Which Grant is Best For You* section in the [Traditional Bee Grant Overview](#).
 - a) Monetary Grant
 - b) Indoor Observation Hive Grant
 - c) Unsure. Need help deciding.
- 5) Do you have a suitable location to install your beehive? Selecting the proper location for your bees can make the difference in whether your bees thrive/survive. Please note your hive entrance should face south or southeast. See the *Grant Overview: Bee Advocate Guide* section in the [Traditional Bee Grant Overview](#) document for more details. Y/N
 - a) If no, please review the [Traditional Bee Grant Overview](#) document on [The Bee Cause Project’s Resources](#) page.
- 6) Do you have a plan to manage the beehive during extended school breaks and summer vacation? Y/N
 - a) If no, please review the [Traditional Bee Grant Overview](#) document on [The Bee Cause Project’s Resources](#) page.

Potential Costs

- 7) The Bee Grant, both Indoor Observation Hive and Monetary Grants, include funding to support initial costs for installing bees, working with a beekeeper, and the general costs of keeping bees on or off campus. Managing honey bees, however, can incur expected and unexpected costs such as replacing a hive, purchasing additional equipment, mite treatment, monthly hive management visits past the first year, etc. Are you aware of and committed to funding these costs through fundraising efforts or internal funds if necessary?
 - a) Yes
 - b) If no, please review the [Traditional Bee Grant Overview](#) document on [The Bee Cause Project’s Resources](#) page.
- 8) **Observation Hive Only:** Initial set up of your observation hive requires that you have a plan in

place for installing the equipment and oftentimes involvement of your school/organization's maintenance staff is required. Additionally, there may also be a one-time fee associated with installing the observation hive on the wall (approximately \$150). Recipients are encouraged to work with maintenance staff on planning the installation and reducing this cost. Are you aware of and committed to this process and potential costs, if necessary?

- a) Yes
 - b) If no, please review the [Traditional Bee Grant Overview](#) document on [The Bee Cause Project's Resources](#) page.
- 9) For all grants, there are ongoing costs for management and maintenance. The Indoor Observation grant includes a \$500 check intended to cover these costs for the first year of ownership. The Monetary Grant funds are also intended to cover these costs if you choose to manage hives with those funds. Are you aware of and committed to funding this cost of approximately \$300-500/year?
- a) Yes
 - b) If no, please review the [Traditional Bee Grant Overview](#) document on [The Bee Cause Project's Resources](#) page.
- 10) *Honey Bee purchase: Are you aware that honey bees do not come with this grant and will need to be purchased locally? You will need to work with your Bee Mentor to purchase bees for the hive. Y/N
- a) Yes
 - b) If no, please review the [Traditional Bee Grant Overview](#) document on [The Bee Cause Project's Resources](#) page.

Required Reading and Letter of Understanding:

Each of the materials referenced below can be found on [The Bee Cause Project's resources page](#) at:
<https://www.thebeecause.org/resources/>

- 11) *Have you read through the required reading: [Traditional Bee Grant Overview](#) and the Letter of Understanding (for [schools](#) or for [organizations](#))? Y/N
- 12) Have you received approval from your principal or executive director to install a bee hive and are they ready to sign the Letter of Understanding? You can find a copies of these documents here: [Letter of Understanding for Schools](#) / [Letter of Understanding for Organizations](#) Y/N
- a) If no:
 - i) Have you begun the approval process with your principal, school district and/or executive director? Y/N
 - ii) Do you need assistance in the approval process? Read more information in the Getting Your Bees Approved Guide or by signing up for one of our webinars to receive additional assistance. These will be held on Wednesday, September 11th, 2024 @ 2 PM PDT / 4 PM CDT/ 5 PM EDT and Wednesday, September 25th, 2024 @ 9 AM PDT/ 11 AM CDT/ 12 PM EDT.
- 13) If you are intending to introduce live bees on campus, most schools and organizations require approval through their insurance provider and school district. Further details are provided in the Letter of Understanding. Have you talked with your principal or ED about additional approval beyond your school administration, such as your school district? Y/N

Bee Program Support

- 14) ***Bee Mentor:** An active hive requires a knowledgeable beekeeper. Your program will need a Bee Mentor: this person acts as a bee "liaison" who manages the hive and hive check-ins and

helps to grow your program. If you proceed to the second phase of the Bee Grant application, you will be required to have established a Bee Mentor relationship. Do you have a Bee Mentor (a local beekeeper) who has agreed to provide beehive or program support and has read through all of the necessary materials? Please note, if you proceed to Part 2 of this application, you will be required to share your Bee Mentor's information. **Don't know where to start? The best place to find an area beekeeper is your local Beekeeper's Association. These organizations are usually organized by county or region.* Y/N

- 15) ***Bee Advocate:** Do you have someone (staff or volunteer) signed up to be the Bee Advocate who has agreed to do weekly check-ins on the hive or bee program? If you proceed to the second phase of the Bee Grant application, you will be required to have a Bee Advocate in place and to provide their information. Y/N
- 16) ***Pay it Forward:** In order to support and grow your Bee Grant program we provide a Pay-it-Forward fundraising model. You can learn more about this program by viewing. The Pay It Forward document on [The Bee Cause Project's Resources](#) page. Are you interested in the **Pay It Forward** model? Please note this program is optional. Y/N
- 17) Have you made your community aware of this bee grant and the arrival of live bees on campus? Y/N
 - a) *Our programs grow when they have community support behind them. We would suggest building a community preparedness action plan. This could involve a safety plan, briefing the community, and sending letters to parents sharing both education and awareness about the incoming hive. You will be expected to explain a general plan in Part 2 of the Bee Grant application.*
- 18) One of the most common concerns received from applicants of the Bee Grant program is related to bee stings. Has your staff undergone bee safety training, including what to do in case of bee allergy stings? Y/N

Once we receive Part I of your application, you will receive a confirmation email. The Bee Cause Project will review applications on a rolling basis in the order they are received. If ready to go on to the next phase, you will be invited to submit the rest of the application. If you need more assistance in the approval process or in securing a relationship with a local beekeeper, The Bee Cause Project will follow up with more information.

At any time, you can reach The Bee Cause Project at info@thebeecause.org. If you reach out, please provide your name, program you are applying for, and location. This will help the Bee Cause team to best answer your questions!

Application Part II

See the [Traditional Bee Grant Overview](#) for all descriptions of roles and responsibilities.

Hive Support Details

- 1) What is your goal for this program? If you're applying for a Monetary Grant, please include a general overview of how the funds will be spent to support your program.
- 2) Bee Committee: Please list the individuals on your bee committee, their titles, and a brief description of their roles. [750 Characters]
- 3) Our most successful programs come out of ample awareness surrounding hive safety and bee

knowledge. Are your bee committee members prepared to answer questions referring to general safety concerns and Bee Grant program details?

- 4) Bee Advocate details: Who will be the designated Bee Advocate at your school or organization?
 - a) First Name
 - b) Last Name
 - c) Email
 - d) Phone Number
 - e) Relationship to the school or organization
- 5) Bee Mentor details: Who will be the partner beekeeper performing monthly hive checkups or bee program support?
 - a) First Name
 - b) Last Name
 - c) Email
 - d) Phone Number
 - e) Beekeeping organization, if applicable
 - f) Relationship to the school or organization, if applicable
- 6) Bee Mentor: Has your Bee Mentor been provided with the [hive installation video](#), related resources, and The Bee Cause Project contact information in case they have specific questions about the maintenance of these hives?
- 7) Please share the plan for your bee installation.

Delivery Information

- 8) Are you aware you will receive multiple shipments based on your grant award? Y/N

Indoor Observation Hive Grant

- *Hive Shipment directly from the manufacturer*
- *Experience Box with \$500 Check and Support Materials from The Bee Cause*

Monetary Grant Award-1 shipment:

- *Experience Box with \$1,500 Check and Support Materials from The Bee Cause*

- 9) Shipping Address: All shipments will be shipped to the same address based on the information provided below. Please provide an address that can receive deliveries at all times if your school or organization will possibly be closed at the time of shipment (February 2025). Shipments can be sent to a home/residential address if necessary, but not to a P.O. Box.
 - a) Street Address
 - b) City
 - c) State or Province
 - d) Zip/Postal Code
 - e) Country
- 10) Delivery instructions, if applicable:
- 11) Shipping Contact First and Last Name
- 12) Shipping Contact Number
- 13) Shipping Contact Email

Student Engagement

- 14) How many children will interact with your bee program?
- 15) How often will the children interact with the bee program? Please include frequency, such as twice per week or 5 times per month.
- 16) Describe how the children will interact with the bee program.
- 17) How many staff members will interact with the bee program?
- 18) Does your school utilize STEAM based tools or curriculum? Y/N
- 19) Have you visited the Whole Kids website and The Bee Cause Project's website to explore available STEAM curriculum, activity plans, and resources? Y/N
 - a) Whole Kids
 - b) The Bee Cause Project

Community Involvement

- 20) Do you have an edible educational garden at your school or organization? Y/N
- 21) Has your staff undergone bee safety training, including what to do in case of bee allergy stings?
- 22) What is your safety plan in case of bee allergy stings?
- 23) What is your community preparedness action plan to notify students, parents, and pivotal neighbors/community partners about the bee program?
- 24) Pesticide and herbicide use harms bees. Will you work with your local school and community to minimize pesticide and herbicide uses on campus? Y/N
- 25) *Educational bee and pollinator programs that seek to make a difference in the community and that have support from the community are more likely to be sustainable over time. *Do you have any other support or sponsorships in your extended community? Support can be monetary, in-kind donations, volunteer support or just general advice or consultation. This can be from non-profit or for-profit entities (e.g., 4-H agents, local parks professionals, county libraries, organic farmers, horticulturists, local businesses, etc.). Y/N*
 - a) Yes - I have One Partner
 - b) Yes - I have Two Partners
 - c) Yes - I have Three Partners
 - d) Yes - I have Four Partners
 - e) Yes - I have More than Four Partners
 - f) No
- 26) If you selected yes, please list all organizations in the community and the services/donations that each organization has or will have provided. [Table format provided on online application]
 - a) Please provide:
 - i) Organization Name
 - ii) Contribution [e.g., bee expertise, cash, matching funds, in-kind support (\$), volunteer support]
- 27) Would you be interested in receiving a virtual session with a Bee Cause member to assist you with your Community Involvement plan? Y/N
- 28) This program is meant to raise awareness and to plant the seed for others to start thinking about the role pollinators play in our world. How will you share your story with the press/public?
 - a) Press Release
 - b) Newsletter
 - c) Blog
 - d) Twitter
 - e) Facebook
 - f) Website
 - g) Parent Communication

- h) Other
- 29) Optional: Whole Kids' newsletter, The SCOOP, contains updates about how our work with children and school gardens is helping kids grow up healthy, and periodically includes tips and resources including educational and funding opportunities. Would you be interested in receiving this newsletter?
- 30) Optional: The Bee Cause Project's newsletter, The Inside Buzz, contains updates about how our work with children and school beehives is helping kids understand the importance of pollinators, and periodically includes tips and resources including educational and funding opportunities. Would you be interested in receiving this newsletter?

Documentation

Please upload the following:

- 31) Please download the required Letter of Understanding and then upload a copy signed by the Principal or Executive Director. You can find templates for the relevant Letter of Understanding here: [Letter of Understanding for Schools](#) / [Letter of Understanding for Organizations](#)
- 32) Pictures of the proposed location: please upload at least one digital (up to three maximum). Please note the following requirements and directions:
 - a) **Save images as a PNG, JPG, or GIF.**
 - b) Maximum size for each photo: 5M MB

Budget

- 33) Monetary funds cannot be used for real estate, travel costs, or field trips. Any funds spent on a scholarship, such as to attend a training, may not exceed 40%. Please check below that you agree to our budgetary restrictions.
- 34) Bee expenses: Please provide a list of all of your expenses related to the bee program, including how you will spend the monetary funds you receive.
 - a) Observation Hive Grant applicants: Please include expenses for installation. You do not need to break down the cost of the equipment.
 - b) Monetary Grant applicants: Please provide a full breakdown of how the \$1,500 grant will be used. If your budget is larger than \$1,500, please share the full budget breakdown. The funds must be spent on creating a program that directly relates to hosting live bees, such as installing a beehive or creating pollinator habitats and gardens, etc.
- 35) Bee Program Income: Please provide a list of any income generated for or by this project to help sustain it. This could include honey or plant sales, funds generated from the Pay it Forward program, etc.

You will receive email confirmation that your application has been received. The Bee Cause Project will notify all applicants December 6th, 2024.