



OKLAHOMA CITY  
COMMUNITY FOUNDATION  
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## Margaret Annis Boys Trust Signature Projects Program

June 27, 2009 will mark the 100<sup>th</sup> anniversary of Margaret Annis Boys, a long-time Oklahoma City educator whose commitment to the beautification of parks and public lands is perpetuated by a bequest from her estate made to the Oklahoma City Community Foundation in 1991. Since that time, the Margaret Annis Boys Trust has awarded more than \$1.5 million in beautification grants for more than 170 beautification projects at schools, public parks and medians throughout Oklahoma County. Grants are awarded by the Margaret Annis Boys Trust Advisory Committee which reviews applications quarterly and makes recommendations to the Oklahoma City Community Foundation Trustees.

In acknowledgement of the significance of Miss Boys' significant contribution to beautification efforts in our community, the committee has established the Margaret Annis Boys Trust Signature Project Program. Over a three-year period, the program will fund a number of worthy projects in public parks or spaces that exemplify innovation, creativity and commitment to developing and maintaining long-term, permanent improvements to public lands in Oklahoma County. These projects should give additional visibility to the importance of beautification efforts and will acknowledge Miss Boys' unique and long-lasting gift.

Project guidelines provide a timeline and criteria that encourages organizations to submit proposals for significant community-based beautification projects. Grants up to \$50,000 will be awarded to each program project. The application and approval process will occur in three phases and organizations must first submit a preliminary letter of inquiry for consideration by the committee. Preliminary letters will be evaluated and projects meeting the program's criteria will be selected for further follow-up and proposal development. All projects must be completed by June 27, 2009. Each project should give recognition to Miss Boys' through either signage or appropriate project identification as specified in the grant agreement.

**Purpose:** To establish a small number of significant projects that would be exemplary landscaping efforts in parks or public spaces, would recognize the Margaret Annis Boys Trust for its contribution to the beautification of public lands, and would demonstrate initiative and innovation on the part of citizens and volunteer groups for the care and maintenance of public space. The projects should all be long-term, permanent improvements to the public lands in the Oklahoma County.

## Timeline:

January 1, 2007	Round I Preliminary letter deadline
March 1, 2007	Deadline for Round I
May, 2007	Approval of Round I
October 1, 2007	Round II Preliminary letter deadline
December 1, 2007	Deadline for Round II
February, 2008	Approval of Round II
April 1, 2008	Round III Preliminary letter deadline
June 1, 2008	Deadline for Round III
September, 2008	Approval of Round III
November, 2008	All projects underway
June 27, 2009	Margaret Annis Boys' 100 <sup>th</sup> Birthday/Projects dedicated

## Guidelines for Projects

1. Projects must be on public park property, public medians, or other public land within Oklahoma City or Oklahoma County. Projects must be in highly visible locations or in parks with significant public use. No projects will be considered in areas that are fenced or with restricted access. Projects limited to frontage and right-of-way improvement will generally not be considered. Projects should be considered as permanent improvements.
2. All letters of proposal should be submitted with a non-profit or volunteer group as the lead sponsor. All interested groups should submit a preliminary letter of proposal to the Margaret Annis Boys Trust which will describe the proposed project. The letter should be submitted at least 60 days prior to the deadline for submission of the final application. This letter should include the information: *1) sponsoring organization; 2) contact name with phone number and email address; 3) proposed site or location, scope and description of the project; 4) approximate cost; 5) long-term maintenance plans; 6) community, civic and corporate partners involved in the project.*

3. The Oklahoma City Community Foundation will then meet with groups whose projects are accepted to provide further guidance on the development of the proposal. Projects that have not been submitted through the preliminary proposal process will not be accepted.
4. All Boys Centennial Projects should follow the basic guidelines for Margaret Annis Boys Grants as outlined below:
  - a. Grants will be made for up to \$50,000. At the discretion of the Boys Trust Advisory Committee, visionary projects with significant impact may be identified and larger grants made in keeping with the scope of the project.
  - b. The application should include all approvals needed from government entities for the installation of the landscaping on public lands.
  - c. At least 80 percent of the grant funds should be used for plant materials and the installation of plant materials. Matching resources of up to 50 percent of the grant will be required. At least 25 percent of the match must be secured in cash by the sponsoring organization. In-kind match will be valued at the market cost. All matching funds must be applied to the installation of the project.
  - d. All projects must provide a plan for long-term maintenance and commitment of resources to provide the maintenance. A significant component of this plan should be the intended watering and/or irrigation system and the planned long-term maintenance of the watering system. Attached is a THREE-YEAR MAINTENANCE PLAN that provides general guidelines by which proposed plans for maintenance will be evaluated.
  - e. All projects must be installed and completed by June 27, 2009.
  - f. All projects must allow for appropriate permanent signage recognizing the project as a Margaret Annis Boys Signature Project. Oklahoma City Community Foundation will provide permanent signage. The project should be permanently identified as a Margaret Annis Boys Trust Signature Project.
5. Criteria for selection will include:
  - a. Capacity of the sponsoring organization to ensure the long-term maintenance of the project. Strong preference will be given to those projects that include a viable, long-term plan for maintenance, watering and/or irrigation.
  - b. Visibility and accessibility to a wide-range of people in the community.
  - c. Impact of the project on the appearance of the specific site.
  - d. Demonstration of initiative and innovation in the care of public lands.