



PollinateTO Eligible and Ineligible Expenses

NOTE: Funding can only be used for the direct delivery of the proposed project. Please refer to this list when both creating an application and spending your grant funding. If you are unsure if an expense is eligible, please contact the PollinateTO team at pollinateTO@toronto.ca.

 Eligible Expenses	
Planting Materials	Seeds, perennial seedlings, native trees and shrubs Soil, compost, mulch, sand, etc. Seed starting materials - trays, pots, soil, markers (greenhouses are not eligible) Plant supports - stakes, rings, poles, ties, string, twine North American Native Plant Society (NANPS) annual membership Costs to maintain garden - up to 10% of grant amount
Tools & Equipment	Tools - shovels, rakes, forks, cultivators, hoes, spades, pruners, hand tools, etc. (all tools purchased must remain within the community after project completion) Garden border materials and supplies - wood, logs, stones, pavers, rocks, etc Tools - Toronto Tool Library membership, garden tool rentals (no tilling tools/equipment) Wheelbarrows and garden carts Rain barrels - please note the TDSB does not allow the use of rain barrels, all other schools subject to approval from applicable school board Gift cards - for the purpose of purchasing project-related materials and supplies Manual irrigation supplies - hose, nozzles, wands, watering cans Garden gloves, knee pads and kneelers Outdoor storage - weather resistant bins, pre-built small sheds, locks
Garden Construction	Rain garden materials and construction supplies (sand, compost, mulch, river stone, pea gravel, limestone, PVC piping) - if constructing a rain garden Raised beds materials and supplies (must be open at bottom), open bottomed stock tanks Yard waste bags Equipment rentals - sod kickers, electric tools (no gas powered equipment, no tilling) Porous pathway materials - stepping stones, gravel, wood chips Delivery fees for plant material and supplies (up to \$100 per delivery) Removing asphalt, concrete or other hard surfaces, if required (up to 10% of the grant amount)
Education & Awareness Materials	Signage - design, printing, installation Plant identification markers and tags Books - reference, gardening, flora and fauna identification guides (all books purchased must remain within the community after project completion) Solitary bee nest building supplies (bee condos, bee hotels, etc.) - as an educational tool on cavity-nesting native bees Communications and promotion of garden (e.g. flyers, posters, design, printing)
Events & Workshops	Food and refreshments (no bottled water) for participants (up to \$200 total per project) Training and workshop expenses (does not include labour or honorariums) Communications and promotion of events (e.g. flyers, posters, design, printing) Permit fees, space rental, liability insurance (for community events and activities only) Art supplies
People & Labour	Honoraria for group members (up to \$500 per group) Honoraria for speakers/facilitators, Elders and Knowledge Keepers (up to \$500 per person) Interpretation and translation fees Volunteer recognition Public transportation costs for project participants Labour costs to prepare the area and plant the garden, if required (up to 10% of the grant amount) Consultant fees such as a landscape designer, rain garden expert, etc. (up to 10% of the grant amount) Staffing costs for organizing project (up to 10% of the grant amount - for existing organizational staff only) Trustee administration fees (up to 10% of the grant amount)
 Ineligible Expenses	
Planting Materials	Agricultural food production materials - plants and seeds Annual plant seeds/seedlings etc. Grow lights Vermiculture supplies (worm composters) Mushroom logs
Tools & Equipment	Beekeeping supplies, hives, honeybees Pesticides Chemical fertilizers Gas Gas powered tools and equipment Purchase or rental of media equipment (computers, laptops, printers, lamination machines or software) Purchase or rental of vehicles Parking and other personal vehicle expenses Irrigation systems (drip lines, automated systems)
Garden Construction	Garden furniture - plastic patio sets, umbrellas, picnic tables, benches Water features - automated fountains, pond construction, pre-built ponds Armour stone, decorative boulders Garden lighting Fencing, gates, wire mesh Bird baths/feeders/houses including hummingbird feeders Stock tanks with closed bottoms Land acquisition, lease or rental Raised beds with closed bottoms Container gardening planters and supplies, including canoes Greenhouses Landscape fabric Shed construction (labour and/or materials) Open bottom stock tanks or raised beds placed on hard surfaces (e.g., concrete or asphalt) Garden decorations (does not include signage and educational material)
Events & Workshops	Field trips Beekeeping workshops and education Award ceremonies, banquets, receptions, annual general meetings, sport tournaments Barbeques, cooking equipment Alcohol Bottled water Fundraising events
People & Labour	Arborist services Conference registration and travel fees Public transit monthly passes Gift cards as a form of volunteer appreciation or compensation Stipends
Personal Benefits & Organizational Operating Costs	Costs associated with the regular operation of your organization, current programs and services such as office rental, utilities, phones, internet, accounting services, insurance, permit fees (i.e. construction permits etc.)etc. Postage and shipping costs Disbursement of funds to provide additional grants to other parties Reserve funds, debt repayment, deficit funding, capital costs (i.e. building repairs, renovations, water service, etc.) Mass market advertising campaigns Utility bills (water, gas, electricity, waste collection) Religious activities/services, political activities, donations to charitable causes, lobbying or advocacy on behalf of for-profit entities
Other	Unspecified "miscellaneous" items