**2017 NOAA-21st CCLC** 

**Watershed STEM Education Partnership Grants**

**APPLICATION TEMPLATE**

Thank you for your interest in the 2017 NOAA-21st CCLC Watershed Stem Education Partnership Grant Program. This application must be completed by a representative from the lead B-WET organization, with a commitment from the 21st CCLC partner(s). Please type “2017 NOAA-21st CCLC Watershed STEM Education Partnership” in the subject line of your email.

**Deadline for Submissions: Midnight EASTERN TIME, 2/11/17**

**by email only to:** [**grants@marinesanctuary.org**](mailto:grants@marinesanctuary.org)

*Type in white boxes only. Fields will expand as you type.*

**Any questions should be addressed to Natalie Ducharme-Barth at (301) 608-3040 x312 or** [**natalie@marinesanctuary.org**](mailto:natalie@marinesanctuary.org)**.**

**CONTACT INFORMATION for Person Completing Application**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Applicant Organization |  | | | | | | | | | | |
| Contact Name |  | | | | | | | | | | |
| Contact Title |  | | | | | | | | | | |
| Mailing Address |  | | | | | | | | | | |
| City |  | | | | State |  | | | | ZIP |  |
| Email |  | | | | | Phone | |  | | | |
| Organization Leadership (Executive Director/CEO/etc.) | | | | | | | | | | | |
| Name |  | | | | | Title | |  | | | |
| Email |  | | | | | Phone | |  | | | |
| What type of organization are you? | | | | | | | | | | | |
| ☐Formal or informal education institution | | ☐Nonprofit organization | | ☐For profit/commercial organization | | | | | ☐Tribal, state, or local government | | |
| Federal Tax I.D. # |  | | | DUNS # | | | |  | | | |
| Where can we find your organization online? | | | | | | | | | | | |
| ☐Web Site | | | ☐Facebook | | | | ☐Twitter | | | | |
| http:// | | | Facebook.com/ | | | | @ | | | | |

**ABOUT YOUR PROJECT**

|  |  |  |  |
| --- | --- | --- | --- |
| Project Title  *10 words or less* |  | | |
| Requested Amount | $ | Total Project Budget | $ |
| Project Start Date (No earlier than March 13, 2017) |  | Project End Date (No later than August 31, 2017) |  |
| Implementation Timeframe | | | |
| ☐ March-May 2017 | | ☐June-August 2017 | |
| Project Summary  *75 words or less* |  | | |

**PROJECT INFORMATION**

Text boxes will expand as you type. **Please limit to 12 pages total**. (Note that the project budget and other attachments are not included in the 12 page limit.)

**NAME OF APPLICANT ORGANIZATION**

**ORGANIZATION BACKGROUND**

*Briefly describe your organization’s history, mission, and goals.*

*Briefly describe your organization’s current activities, recent accomplishments, and future plans.*

**Past or Current Grant Details**

*Please briefly describe your work with the NOAA B-WET program as a past or current grantee or major partner. Please include the region, year awarded, funding amount, etc.*

*Please briefly describe your work with the 21st CCLC program as a past or current grantee. Please include the year awarded, funding amount, etc.*

*Are you a current 21st CCLC grantee?*

* Yes
* No

*If YES, please explain how the work proposed here is separate and distinct from work currently funded by 21st CCLC to do.*

**Name of 21st CCLC Partner(s)**

**Name and Title of 21st CCLC Site Staff Member who will be the Primary Point of Contact (POC)**

**Phone Number and Email of 21st CCLC POC**

**Name, Location and Primary Point of Contact (POC) of Other Project Partner(s)**

*(e.g. NOAA Office of National Marine Sanctuaries, National Estuarine Research Reserves, or other laboratory or field site.)*

**Geographic Area**

*Select the geographic area that best describes where activities will take place.*

* Rural
* Suburban
* Urban

**21st CCLC Partner Letter(s) of Commitment**

*Please include letters of commitment from the 21st CCLC partner site(s).*

*21st CCLC Letters of Commitment should include:*

* *clear understanding of the proposed activities and expressed interest in participation,*
* *statement of need and description of any STEM activities currently taking place at the site,*
* *commitment to participate in project evaluation activities, including information about any relevant policies pertaining to data collection from their 21st CCLC audiences at their site,*
* *commitment to provide the NMSF, NOAA, and ED with photos, videos, and/or other relevant work to showcase project activities in print and online.*

**PROJECT DESCRIPTION**

*What is the plan for implementation of this project? Be specific and detailed with your description of project execution.*

*How will you deliver to students at 21st CCLC program sites STEM experiences that use components of NOAA B-WET’s “Meaningful Watershed Educational Experiences”? (Anticipated engagement with 21st CCLC partner sites is 1-2 hours per week over a 6 to 10 week period.)*

*Please describe how you will modify existing B-WET related activities and associated training and program materials to:*

* *emphasize STEM skills,*
* *address 21st CCLC program objectives,*
* *engage students and staff in hands-on environmental education opportunities that take place both outdoors and indoors,*
* *promote student interest in STEM fields and related careers, and*
* *meet the student learning and staff-capacity building needs of 21st CCLC program sites.*

*Please discuss program planning, ongoing technical support, and professional development you plan to provide to participating 21st CCLC program staff to increase the likelihood for successful implementation of the student experiences.*

*Please describe how you will provide participating 21st CCLC program sites with multiple formats and opportunities to connect with NOAA and B-WET subject matter experts to discuss watershed and environmental education content through in-person sessions or virtual means, such as chat, streaming video, or collaborative software. Grantee and NOAA subject matter experts should visit the classroom or out-of-school program site to supplement student learning with preparation and follow up coordinated to their field-based activities. A minimum of one interaction with a NOAA and B-WET subject matter expert is required per program term.*

**Project Timeline**

*The anticipated implementation timeline is either March-May 2017 or June-August 2017. All projects funded under this initiative must be planned and implemented by August 2017. Please provide a detailed timeline of activities that students and 21st CCLC staff will participate in for your project. What are the start and end dates? How many MWEE components will students experience? How many times will the B-WET partners and subject matter experts visit their schools or interact with students? What STEM topics will be covered each week?*

**Grant Impact**

*Describe the intended outcomes of your project and how you will measure success. Please refer to the RFP for intended outcomes of the NOAA-21st CCLC Watershed STEM Education Partnership grants. What outputs will you collect and how will you measure and track them? This may include the administration of surveys, group interviews, and other forms of data collection and analysis to participating faculty, staff, and students. Please identify any pertinent rules and policies regarding data collection with program audiences and how you will address them with your evaluation approach.* ***Please include the anticipated number of students to be served by this project.***

*In order to support the U.S. Department of Education’s evaluation of all of the agency STEM partnerships, grantees are encouraged to consider the following constructs when developing their project evaluation. Evidence addressing any of these constructs reported to the NMSF may be shared with ED’s synthesis evaluator. NMSF is interested in collecting this information where it makes sense for grantees to collect it in their project evaluation activities, but it is* ***not*** *required. Guidance on common instruments and metrics may be available, but use of these is also not required.*

*Evaluation constructs for consideration:*

* *Confidence in thinking about/understanding/learning about/practicing this area (science/engineering)*
* *Awareness of relevance of these skills/this information/this discipline to the real world*
* *Connections between these activities and subjects studied/learning during the school day*
* *Interest in participating in more activities like this:*
  + *through a club, camp, internet-based exploration or other out-of-school activity*
  + *through taking additional classes in this area*
* *Enthusiasm for this area of endeavor (science/engineering)*
* *Opportunities to develop/apply/see real-world relevance of problem solving/collaborative problem solving*
* *Interest in doing more (real-world) problem solving/collaborative problem solving*
* *Opportunities to develop/apply/see relevance of critical thinking*
* *Opportunities to develop/apply/see relevance of persistence/resilience*
* *Opportunities to develop/apply/see relevance of systems thinking*
* *Awareness of careers in this area and relevant educational pathways*

**Project Budget**

*Budget documents are not included in the 12 page limit for the application.*

*This grant opportunity is funded through a federal grant. As such, grantees will be expected to manage these grants using federal guidelines, such as OMB Circular A-122 (now placed in C.F.R. Parts 230), or the relevant circular that relates to your organization. The OMB circulars can be found* [*here*](https://www.whitehouse.gov/omb/circulars_default) *(*[*https://www.whitehouse.gov/omb/circulars\_default*](https://www.whitehouse.gov/omb/circulars_default)*). If your organization spends more than $500,000 of federal funds in one year, you must comply with Circular A-133 as well.*

*Grant funds cannot be used for:*

* *Conducting lobbying, carrying on propaganda or otherwise attempting to influence legislation;*
* *Influencing the outcome of any specific election through any means;*
* *Federal staff time;*
* *Purposes other than charitable, scientific or educational;*
* *Budget shortfalls, general support or endowment funds;*
* *Land acquisition or real estate purchases;*
* *Scholarships, fellowships, or grants to individuals;*
* *Reimbursement purposes to cover costs associated with events or activities that have already occurred;*
* *Any other restrictions detailed in OMB Circulars.*

*Please upload a project budget detailing how grant funds would be spent for this program. A budget template is available at the end of this form. A strong budget should break down the overall amount by each item and its corresponding cost. Where applicable, please specify support needed for travel, supplies, etc. Student transportation and project materials are allowable expenses. A significant percentage of the budget should be directly related to bringing students and teachers in contact with the environment. Note: Please make sure that the budget reflects the cost for both the B-WET site as well as the 21st CCLC site to participate in the proposed program.*

**Grant Expectations**

*Please note that all grantees are required to submit project updates, complete a Final Report, and participate in project evaluation activities.*

**Training**

*NMSF will share with grantees information about* [*training opportunities*](http://www.pearweb.org/tools/dos.html#training) *(*[*http://www.pearweb.org/tools/dos.html#training*](http://www.pearweb.org/tools/dos.html#training)*) related to the Dimensions of Success (DoS) planning and evaluation tools. Grantees may budget funds so that they and, if appropriate, their 21st CCLC site partners can participate in these trainings (approximately $375 per participant). These trainings will provide capacity building for out of school STEM program design, implementation, and evaluation.*

Would your organization be interested in learning more about DoS training opportunities?

* Yes
* No

**Evaluation**

*All grantees will be required to evaluate their projects, as described in Grant Impact above. Evaluation results will be reported to the NMSF and may be included in the piloti program evaluation and US ED’s synthesis evaluation work. Grantees may also be asked to participate in observational data collection using the Dimensions of Success tool as part of the pilot program evaluation.*

Do you and your prospective 21st CCLC school partners commit to participating in the evaluation process?

* Yes
* No

**Releases**

*Grantees will be required to submit signed release forms for all students, faculty, and staff participating in programs funded through this initiative. These forms will be provided to the grantees upon notification of award and will be due within 30 days of launching the first program activity. Please consider any pertinent rules and policies regarding data collection with program audiences to ensure you will be able to provide releases.*

Do you commit to adhere to the release policy associated with this project?

* Yes
* No

**Product Sharing**

*Grantees will be asked to collaborate with the NMSF and NOAA to produce content for the Department of Education’s You4Youth professional learning portal (y4y.ed.gov).*

Do you commit to provide the NMSF, NOAA, and ED with curriculum, photos, videos, and/or other relevant work to showcase project activities in print and online?

* Yes
* No

**ATTACHMENTS**

**Please be sure the following attachments are included with your proposal:**

(attachments do not count toward the 12 page limit)

* **Attachment A:**

**A line-item budget, no more than one page, showing the full project budget. (See attached example.)**

* **Attachment B:**

**A budget narrative, no more than two pages, describing the purpose and substantiating the need for the items in the line item budget.**

* **Attachment C:**

**Independently audited financial statement for your organization.**

* **Attachment D:**

**Organizational budget for the most recently completed fiscal year.**

* **Attachment E:**

**IRS determination letter as a 501c3, if applicable.**

* **Attachment F:**

**A list of the members of your Board of Trustees, and your staff leadership.**

* **Attachment G:**

**Letters of commitment and support:**

* + At least one letter of commitment from a 21st CCLC partner site
  + If there are other organizations partnering on your project, please provide additional letters of support from each of them explaining their role and commitment to the project.
* **Attachment H:**

**You may include other attachments that are necessary to illustrate your proposed project, but please be judicious in what you decide to include. Please provide a cover page for any additional attachments that provides context for their inclusion in your proposal.**

**Budget Template (Attachment A)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Budget Description** | **Request to NMSF** | **Additional contributions to project budget (Cash Match or In-Kind Support)\*** | **Total** |
| **Personnel/Salaries** Staff  Include time commitments, such as: # of employees, # of hours per week/month/year per employee, etc. How do these people contribute to the implementation of this award? |  |  |  |
| **Fringe Benefits:**  If applicable |  |  |  |
| **Travel**  Include information on number of trips, number of travelers, cost per mile, accommodations, per diem rate, busses, public transportation, etc. |  |  |  |
| **Supplies and Equipment**  Include information on cost per unit and # of units where appropriate. |  |  |  |
| **Contractual:**  Separate budgets are required for subgrants or contracts regardless of the dollar value. Include such expenses as evaluators, facilitators, subcontracts for field experience services, etc. |  |  |  |
| **Other:**  Include information such as stipends, program fees (when not a sub-contract), etc. |  |  |  |
| **Total Direct Charges** |  |  |  |
| **Indirect Charges** |  |  |  |
| **Totals** |  |  |  |

\*Matching funds are not required for this program.