

## **OSWCD Educator Grant**

### **Statement of Intent**

OSWCD Educator Grant program strives to fund projects that teach Okeechobee school children about the importance of natural resources and its interaction with agriculture.

### **Timeline**

- All proposals must be mailed or hand delivered to the OSWCD office.
- Applications for the Educator Grant are accepted throughout the year. However, specific cut off dates are set quarterly to allow for selection. The following are cut off dates:
  - March 30
  - June 30
  - September 30
  - December 31

### **Eligible Applicants**

Certified Florida public or private teachers, home educators, or volunteer educators engaged in instruction of natural resource and conservation concerns or sustainable agriculture concepts in grades K- 12.

### **Grant Requirements**

- Natural resources/conservation concepts must be included in project.
- Students must be directly involved.
- A final report about the project must be completed after project completion and emailed to OSWCD no later than 30 days after completion date.
- A detailed budget with estimated expenses listed in a spreadsheet or table format must be included in the application.
- Grant money cannot be used for consumables unless the food items are an integral part of the lesson plan and the end product.
- Failure to comply with these reporting requirements will result in the automatic removal of the educator from consideration for future grant requests.

### **Funding Guidelines**

- Transportation will only be considered in situations where a justifiable need is demonstrated in the application.
- Grant checks not cashed within 60 days after receipt will become null and void.
- Grant checks will be made payable to the school, not to an individual unless applicant is a home educator.
- Half of the grant money is paid up front and the other half is paid when project is complete. Under certain circumstances, other arrangements can be arranged.

## Ranking Criteria

Points	Criteria
25	Ability to increase student understanding of natural resources, conservation, or agriculture.
25	Planned program approach to integrating concepts in the classroom as stated in the purpose and description of project.
25	Creativity, innovation and ability to address issues of concern to natural resource conservation or Florida agriculture.
15	Detailed budget and budget justification.
10	Timeline and logistics

## Management and Reporting

- OSWCD grant final report should include related materials in a printable format, at least 5 good photos, photo release form for all students in pictures, and copies of all receipts. Formatted as a PowerPoint presentation is preferred as this will be presented to the OSWCD Board of Supervisors.
- The final report should include the number of students the project actually reached and any evaluation performed.
- The final report is due no later than 30 days after project completion via email. Please see contact information.
- Failure to comply with these reporting requirements will result in the automatic removal of the educator from consideration for future grant requests.

## Format for Proposals

1. Limited to the two-page application form in the page format below, which will provide a thorough explanation of implementation of the project and evaluation plans. Page 1 must be exactly the same as format below. If your budget and timeline need an additional page, we will accept additional pages.
2. Teachers; Please note that school administrator is required to sign application. Home educators are exempt. Home Educators; include a reference letter in place of school administrator approval on application.

### Completed Proposals should be mailed to:

Okeechobee Soil and Water Conservation District  
Attn: Educator Grants  
452 US Highway 98 North  
Okeechobee, FL 34972

### Questions:

Contact Audrey Kuipers, Program Manager or Courtney Murphy, Program Assistant by calling (863) 763-3619, emailing [audrey.kuipers@okeechobeeswcd.org](mailto:audrey.kuipers@okeechobeeswcd.org) or [courtney.murphy@okeechobeeswcd.org](mailto:courtney.murphy@okeechobeeswcd.org) or visiting [www.okeechobeeswcd.org](http://www.okeechobeeswcd.org).

A fillable version of this application is available on our website.

Title of Project:

Contact Person and Organization:

Contact Person and Organization Address:

Phone: ( )

Email Address (Required):

School:

Amount Requested: \$

Number of Youth served:

Ages/Grade Levels of youth served:

Purpose of Project:

Description of Project:

Is this an existing project? Yes or No

Has this project received OSWCD grant money before? Yes or No

If yes, specifically identify how the requested funds will improve or expand your current program.

Description of how this project will expose students to natural resource conservation.

Projected outcomes and measureable impact:

Statement of need for this project:

Budget: Can be put on additional page if needed.

Budget Example:

Item	Cost	Quantity	Total Cost
Seed	\$2.00 each	15	\$30.00
Hose	\$12.00	3	\$36.00
Soil	\$2.50/Yard	10	\$22.50

Project Timeline: Can be put on additional page if needed.

**By signing this document I am acknowledging that the school is aware of this grant application and project.**

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Principal's Signature (If applicable)

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**OSWCD OFFICE USE ONLY**

Date Received:

Program Manager: \_\_\_\_\_

Date Approved:

Funding Amount:

Board Signature: \_\_\_\_\_