

Grammar, Spelling and Punctuation Will Be Evaluated.

A COVER PAGE WITH THE FOLLOWING INFORMATION MUST BE PROVIDED FOR EACH GRANT PROPOSAL SUBMITTED TO BE CONSIDERED:

- Project Title
- Contact Name
- Position/Relationship to Project
- School or Organization
- School District
- Finance Officer/Phone
- FEI# (tax ID# starting with 73-)
- Name of Grant Applying for: Edible Gardens, Field Trip Grant, General EE
- Address, City, ZIP
- E-Mail Address
- Daytime Phone
- Evening Phone
- Fax Number
- Grade Level(s)/Number of Students Targeted

Please limit applications to one per category per school.

You must be an Oklahoma teacher, public or private, (K-12), youth group leader, organization with a youth component, or home school association to apply for the grant. The grant proposal must be accompanied by a letter from the applicant's principal or supervisor stating the school's or organization's support for the performance of the grant objectives. Four (4) copies (double sided) of the proposal and attachments must be submitted. Winning applicants must submit a written report outlining accomplishments of the grant objectives and list of expenditures by April 15, 2009.

Instructions For Proposal of the Edible Garden Grants and Environmental Project Grants

Please submit four (4) copies of the following for each grant proposal submitted and attachments. Grammar, spelling and punctuation will be evaluated as a part of the process.

GRANTS WILL BE AWARDED BASED ON THE FOLLOWING CRITERIA. THE FIRST STEP IS A SUMMARY OF THE PROJECT (ONE PAGE DOUBLE-SIDED MAXIMUM LENGTH) THAT SHOULD INCLUDE AS MANY OF THE FOLLOWING POINTS AS POSSIBLE.

- Overview :** Provide a one-paragraph summary describing your project.
- Description :** Give a clear, concise description of your proposed project. Please indicate how the project promotes enthusiasm to learn more about the environment, how the project fits into your school's curriculum, and how the project involves community partnerships and/or outreach (if applicable).
- Goals and Objective :** Clearly define realistic goals and objectives. Include information outlining where these goals address specific needs.
- Implementation :** Description of delivery method (how the project will be implemented) and if it emphasizes an interactive learning approach. Also include project's potential for broad implementation.

Attachments: (All Are Required)

THE SECOND STEP IS THE INCLUSION OF THE FOLLOWING ATTACHMENTS:

- Timeline :** Show target dates for project objectives.
- Budget :** Give an itemized budget with specific project expenditures (actual cost, not estimate, is preferable) of grant funds. Please provide vendor information.
- Evaluation :** Provide a description of the methods to be used to measure project effectiveness. Show how your evaluation method will improve project's strength. Indicate in your evaluation method how the project will be continued after grant funds are expended.
- Letter of Commitment :** Include a letter of commitment from your principal or supervisor supporting the project.
- Note :** No more than five (5) pages (front and back acceptable) of additional attachments (i.e., photographs, clippings, diagrams, etc.) may be included for extra points. Please include these with all four (4) copies of your proposal.
- Important :** Please submit four (4) copies of each proposal submitted and attachments. **Don't forget your cover page!**

Program Requirements for Field Trip Grants

You must be an Oklahoma public or private high school teacher (9-12) to apply for the grant.

The field trip must be taken to a facility exhibiting environmental technology and/or measures to protect the environment, such as a water treatment center, recycling operation, landfill, etc. Other stops may be made the same day if time permits.

Please submit a letter of request specifying the following information:

- Name of facility to be visited.
- Why you chose the facility.
- What the facility does, who the contact is (provide phone number) and how they are environmentally conscious.
- Approximate date of trip (Contact the facility to see if there are any restrictions).
- Describe how your field trip fits into your curriculum.
- Explain what you expect your students to gain from the trip.
- Provide an itemized list of estimated costs for the trip (i.e., bus mileage and/or driver, substitute teacher, student lunches, etc.).

Four (4) copies (can be double-sided) of the letter of request must be submitted. Winners must complete a written evaluation of the field trip and list of expenditures by April 15, 2009.

Possible Ideas for Grants

Edible Gardens - \$300

- Vegetable seeds and/or plants
- Edging for raised beds
- Rainwater catchment materials
- Soaker hoses and/or watering cans
- Wheelbarrow or garden cart
- Compost and/or mulch
- pH soil test kits
- Garden stakes and/or row markers
- Greenhouse

*No more than \$100 may be used for training expenses for the grantee. If funds are requested for continuing education or training, the knowledge or skills acquired must be directly applicable to fulfilling the grant objectives.

Please check the DEQ web site at: www.deq.state.ok.us for a list of additional Environmental Education funding opportunities.

EE PROJECTS* - \$500

- Classroom EE materials (books, videos, bulletin board materials, etc.)
- Supplies for specific EE units/projects (water testing kits, microscope, magnifying glasses, etc.)
- Fees/substitute for EE teacher training (not to exceed \$100)
- Resource trunk/kit for library
- Community outreach projects/educational events
- Materials for outdoor classrooms

FIELD TRIPS - \$200

- Substitute teacher
- Bus mileage and/or driver
- Lunch costs
- Admission cost

Where To Send Your Proposal

Department of Environmental Quality

Attn.: Environmental Quality Education Committee
c/o Ellen Bussert
P.O. Box 1677
Oklahoma City, OK 73101-1677

Strategies from winning applicants will become the property of the Environmental Quality Education Committee and may be shared with other interested environmental educators.

For more information regarding the grant program, please contact DEQ's:
Ellen Bussert: 405-702-7138 or or Susie Shields: 405-702-5166 or
e-mail: ellen.bussert@deq.state.ok.us e-mail: susie.shields@deq.state.ok.us



Deadline Proposals must be postmarked by November 15, 2007. No fax proposals will be accepted. Awards will be announced no later than December, 2007.

The mission of the committee is to help the general public become more aware of actions and activities which will help preserve and protect Oklahoma's environment. Activities include promoting practical information about air and water quality, soil and hazardous waste, energy conservation, and flora and fauna conservation. Educating youth about the environment will strengthen their ability to make informed decisions about environmental issues.

The Environmental Quality Education Committee

The grants will be awarded on the basis of the criteria outlined in this brochure. The grants are intended to promote new enthusiasm for the practice of environmental education. The program must benefit the youth of Oklahoma through the programs developed or enhanced by the grant. As a result, all Oklahomans will benefit from the increased environmental awareness of our future leaders.

- 10 Grants of \$300 for Edible Gardens
- 14 Grants of \$500 for Environmental Education Projects
- 10 Grants of \$200 for Environmental Education Field Trips

Environmental Education is the key element in protecting our natural resources and must become a priority in Oklahoma in order to encourage teachers and youth leaders to develop effective environmental programs or strategies, the Environmental Quality Education Committee, working with the Department of Environmental Quality, offers the following grants each fall:

Environmental Education Grant Opportunities



DEPARTMENT OF ENVIRONMENTAL QUALITY
707 North Robinson, P.O. Box 1677
Oklahoma City, OK 73101-1677

Environmental Education Grant Money
Look Inside For Opportunities For Your School or Group to Receive Environmental Education Grant Money

- 10 Grants of \$300 for Edible Gardens
- 14 Grants of \$500 for Environmental Education Projects
- 10 Grants of \$200 for Environmental Education Field Trips



If your environmental project includes recycling, see www.deq.state.ok.us for an additional funding opportunity.

Your purchase of one of these tags will help support this program.

tag is not personalized, the standard prefix of ENV or DEQ will be assigned along with three numbers. Applications may be obtained at your local tag agent, or by calling the Department of Environmental Quality at 405-702-7138. Twenty-four dollars of the \$35 purchase price for the tag is deposited into the Environmental Education Fund. The remaining \$11 goes to the Oklahoma Tax Commission for processing.

The Environmental License Tag

Funds for the grant program are generated by the purchase of Oklahoma Environmental Awareness License Tags. The newest Oklahoma environmental license tag features the state wildflower, the *Gallardia pulchella*, popularly known as the Indian Blanket. The first colorful license tag is also available if you would prefer to have the original design. The environmental license tag may be personalized with any combination of 6 letters and spaces (subject to availability) if the

