



**Connecting Kids to Conservation:
"Let's Go Outside"
Mini GRANT OPPORTUNITY!**

Dear Skagit County Youth Educator:

The Skagit Conservation Education Alliance (SCEA) is pleased to present the new **Connecting Kids to Conservation: "Let's Go Outside." MiniGrant Program** which is available for Skagit County teachers (K-12). Our goals are to inspire meaningful outdoor learning experiences for local youth; to support national efforts to improve children's health by encouraging outdoor play and activities; to provide support for teachers, schools, and students to create schoolyard habitat and outdoor classroom projects; and to create lifelong advocates for land conservation and environmental protection in our community.

For this first year, SCEA's Connecting Kids to Conservation: "Let's Go Outside" MiniGrant program offers 5 small grants, from \$100 to \$500, to support youth projects and programs with an emphasis on opportunities for nature-based play and learning. Note the attached guidelines which include an overview of eligible project types.

A grant application form also follows. Grant applications must be submitted by June 30, 2018.

Again, thank you for your interest. If you have questions about the application or program or would like to discuss eligibility of your project for funding, email Karen Summers at cwaterskagit@gmail.com or call Kristi Carpenter at (360) 428-4313.

Karen Summers
SCEA Program Manager

Kristi Carpenter
SCEA Board President



Connecting Kids to Conservation:

"Let's Go Outside"

Mini Grant Program Guidelines

Purpose: To provide funding for Skagit County public and private elementary, middle and high schools for continuation and/or implementation of nature-based play and learning programs or projects - connecting youth with the outdoors.

Goals:

- To inspire meaningful outdoor learning experiences for local youth;
- To support national efforts to improve children's health by encouraging outdoor play and activities;
- To create schoolyard habitat and outdoor classroom projects;
- To create lifelong advocates for land conservation and environmental protection in our community by connecting kids to nature.
- To enhance existing curriculum and goals in the classroom.

Eligibility:

1. Public or private schools located in Skagit County, Washington
2. Classroom teachers grades K-12
3. At least 15 students in the classroom

Tips for Completing Application:

All applicants will be required to provide the following in their application. After completing all the required steps please include all information in one PDF for submission.

1. Completed application form
2. Cover letter including:
 - Project scope, including goals and objectives, and how the project will bring opportunities for natural play and learning to your school grounds and/or neighboring environment.
 - Ongoing use: Will the program/project provide opportunities for student engagement beyond the project completion date? If so, please explain.
 - Description of connections between the proposed project and academic standards.
 - Itemized breakdown of how funds will be used.
 - Photos/diagram of project if funds will be used for a hardscape project such as a pollinator garden, playground, walking paths, etc.
 - Long-term plans for your project.
3. Tax Verification Form: If you are a US private school or a nonprofit organization, send your Federal IRS Tax- Exempt Determination letter. If you are a US public school, send your Schools name and NCES#.
4. Signed letter of support from the school principal and school district to demonstrate support for the program or project.



E-mail completed electronic submission by June 30, 2018 to: Karen Summers, SCEA Program Manager, at cwaterskagit@gmail.com. **Grantees will be notified of their awards by July 31, 2018.**

Eligible Project Types:

Funding can be used, but not limited, to install and/or support the installation of natural play-scapes, outdoor classrooms, learning gardens, walking paths, environmental education signage, habitat or stream restoration projects, native plantings, bus transportation, reducing storm water runoff such as installing a rain garden or rain barrels, or improving an aspect of the neighborhood environment. Curriculum materials that enhance outdoor learning experiences for children are also eligible, such as stream ecology or wetland monitoring kits.

Funding:

SCEA will award a minimum of 5 grants at \$500 maximum each. More grants will be offered if requests less than \$500 are submitted. SCEA continues to raise funds and secure supporting sponsorships to increase the fund for the future.

Fund Restrictions:

If awarded, the grant may only be used for the success above type projects. Funds *many not* be used for:

- Real Estate
- Wages/Salary

Reporting and Compliance:

- Grantee holds full legal and financial responsibility for all projects.
- Grant funds are subject to audit: receipts must submitted to Skagit Conservation Education Alliance (SCEA). Grantee must keep a copy of their receipts for their records for up to 6 years.
- Grantees must acknowledge support from SCEA in all printed materials and announcements associated with this grant as follows: "This program is supported in part by a grant from Skagit Conservation Education Alliance." Please use the SCEA **logo** on any printed, promotional materials related to this grant.
- Grant awardees will be required to complete a post-grant award report. Recipients who do not complete will not be eligible to apply for future awards, and may have funds rescinded. Grantee final report must include:
 - All documentation, including copies of expenditures and receipts for funds spent.



**Connecting Kids to Conservation:
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Grant Application**

Date: _____ Amount of Grant Funds Requested: \$ _____

1. Name of School: _____

2. Address: _____ City: _____ St.: ___ Zip: _____

3. School Phone Number: _____ Principal: _____

4. Grant Key Contact: _____ Phone _____

5. E-mail Address: _____

6. Tax ID #:

- US Public school, public charter school and public school district: NCES # _____
- US Private school and Private Charter School: NECS# or EIN# _____

7. Fiscal sponsor account- If applicable, tell us about the nonprofit organization applying on behalf of a school. A school district, school PTA/PTO, or school foundation qualifies for a fiscal sponsors:

- Organizations name for check writing purposes
- Organizations contact information
- Tax ID: EIN#: _____
- Executive Director name: _____
- Executive Director Email: _____ Phone: _____
- Tax Documentation: Federal IRS Tax- Exempt Determination Letter

8. Title of School Project: _____

1. Type of Program: ___ After-School Only ___ In-School Only ___ In- & After-School
2. School Calendar ___ Traditional ___ Year Round ___ Other

9. Number of students involved: _____ Number of teachers/staff/parents involved: _____

10. Grade levels served: _____

11. List other funds and in-kind donations received for this program if applicable (i.e., grants, donations, etc.):
