**Education & Outreach Sub-Grant Final Report**

**Conservation District:**

**Project Contact:**

*Completed reports should be emailed to* [*hmiller@pacd.org*](mailto:hmiller@pacd.org)*.*

**PROJECT FORMAT:**

Project Tour

Guided Walks

Invasive Species Info Sheets

Workshops/Training

Community Science Project

Other: (Please specify)

**RESULTS:**

Please provide a description of your project

Who was your audience and how many people did you reach during your event(s)?

Did you work with underserved populations and/or communities?

**EVALUATION SUMMARY:**

1. Number of evaluations competed:
2. Number of participants who increased their knowledge of invasive species:
3. Number of participants who increased their knowledge of early detection methods and management:
4. Number of participants who increased their knowledge of iMapInvasives or other reporting for invasive species:
5. Number of participants who increased their knowledge of partnerships available for invasives species early detection and treatment:
6. Number of participants indicating they plan to participate in future invasive species management efforts:

For those that answered yes, list the types of activities they are interested in.

*Continued…*

1. Number of participants planning to share the information they learned at the event:
2. Suggestions to better teach communities the importance of invasive species early detection:
3. Average rating for how helpful the workshops were in learning about invasive species and methods of detecting, reporting, and managing them (on a scale of 1-10):
4. Please list any additional comments from participants:

**REIMBURSEMENT REQUEST:**

Please provide an itemization of expenses. DO NOT SEND RECEIPTS. Keep them with your financial records, in case of audit.

|  |  |
| --- | --- |
| **Expenditure Category** | **Reimbursement Request** |
| Costs associated with conducting project |  |
| Staff Wages |  |
| Advertising/Promotion |  |
| Travel |  |
| Supplies |  |
| Postage |  |
| Printing/Copying |  |
| Other (explain) |  |
| Costs associated with educational event (workshop, meeting, tour) |  |
| Fees/rental |  |
| Materials |  |
| Professional Services |  |
| Transportation |  |
| Other (explain) |  |
| **Total:** |  |

**Final Versions of ALL written materials, presentations, web materials, photographs, etc.** (as outlined in your agreement) **should be submitted electronically with this final report**.

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***Signature of Conservation Dist. Rep Title Date***