**Education & Outreach Sub-Grant Application**

Period of Performance: July 1, 2023 – June 30, 2027

Date of Submission:

Total Grant Funding Requested (up to $2,000 per E&O project):

**GRANTEE CONTACT INFORMATION:**

Conservation District responsible for grant activities:

Project Leader Name & Title:

Telephone:

E-mail:

**PROJECT DETAILS:**

**Project Title:**

Geographic location of project (including city/town/municipality and watershed(s) involved):

Cooperating partners/stakeholders and role in project:

**PROJECT FORMAT:**

*NOTE: Participant evaluations are required. You must distribute evaluations (samples will be available) to participants and compile the results for your final report.*

DELIVERABLES (check all that apply)

As part of my grant project, I plan to offer/provide:

[ ]  Project Tour

[ ]  Guided Walks

[ ]  Invasive Species Info Sheets

[ ]  Workshops/Training

[ ]  Community Science Project

[ ]  Other: (Please specify)

**DESCRIPTION OF EDUCATIONAL PROJECT:**

1. Timeline:

|  |  |
| --- | --- |
| Task | Start and Completion Dates |
|  |  |
|  |  |
|  |  |
|  |  |

1. Describe the expected results of this project:
2. Who is your audience and what is the importance of reaching this audience as it pertains to the project?
	1. Will this project facilitate working with underserved populations and/or organizations?
	2. How many people do you anticipate reaching through your project?
3. What educational materials (Brochures, Presentations, Fact Sheets, etc.) do you plan to produce and how many do you anticipate you will distribute?
4. How many workshops, meetings, trainings, etc. do you plan to conduct?
5. Will you be using iMapInvasives for your project?

**PROJECT BUDGET** – Only include amounts to be covered by this grant.

|  |  |  |  |
| --- | --- | --- | --- |
| Budget Category | Project Total | Grant Funds Requested | Non-Federal Match |
| 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:** |  |  |  |

*Application submitted by:*

*Application approved by (district manager or board chair):*