



Educational Water Resource Funding Program 2019-2020 Program Guidelines

Deadline to apply is December 6, 2019 by 5:00 p.m.

All applicants should review these program guidelines and the additional information below before registering.

The mission of the Educational Water Resource Funding Program is for youth and adults to develop an appreciation for Florida's waters, an understanding of the limited nature of Florida's water and a water ethic that they can foster through their lifetime.

- **Eligibility** — Public, private, and charter school teachers and community group leaders within the Suwannee River Water Management District (District) [boundaries](#) are eligible to apply for their class, school or group. A larger student or community reach will receive preference in selection process. Non-profit public charities community groups must provide a copy of their internal Revenue Code Section 501(c)3 status.
- **Selection is competitive** — Applications are reviewed for completeness and alignment to the District's mission areas and the grant type chosen. Each fully completed application demonstrating education goals and methods that will have the greatest impact on the school and community will be given preference in the rankings. These rankings are ordered, and grants are awarded based on highest rankings.
- **Notification** — Grantees will be notified of acceptance or denial via email no later than December 20, 2019.
- **Funding** — The District will pay the organization or school district as a reimbursement for approved purchases related to the project. The District will pay the invoice via check or ACH transfer to the school district on behalf of the school approved for a grant. It is the responsibility of the teacher/school to coordinate with the school district to have the funds transferred to the school. The District reserves the right to audit the use of the funds to meet the public purpose.

The District has allocated \$20,000 in program funds for the 2019-2020 fiscal year. Project proposals should range from \$2,000 up to \$20,000 in requested funding.

- **Deadlines**
 - Application Deadline: December 6, 2019 by 5:00 p.m.
 - Awarded Project Announcement: December 20, 2019
 - Project Completion: June 30, 2020
 - Final Report and Documentation Deadline: August 30, 2020
 - Reimbursement Deadline: September 30, 2020

Non-qualifying budgetary items, regardless of grant type:

- Storage sheds, carts or display cases
- Capital expenditures
- Computer hardware (e.g., thumb drives, computers, iPads)
- Computer software not exclusively related to water resources education

- Food or beverages
- Cameras
- Graphic design/artwork
- Salaries
- T-shirts
- Video or audio equipment
- Items not related to water resources education
- Water refill stations

EXPECTATIONS OF GRANT RECIPIENTS

Pre and Post Assessment

It is mandatory that you conduct a pre and post knowledge assessment as part of the project completion. Assessments can be completed in a variety of ways but must be documented to know knowledge gained/lost. Your final report must include an overview of the assessment and findings.

Participation Hours

Record all direct student or member participation hours related to the grant for your final report.

Activities and District Resources

Every grant should incorporate activities and methods to provide information learned to reiterate or introduce new concepts into the class experience, expanding the educational value of the grant funding.

Spread the Word

The District requires grantees to inform the entire school or community about the grant and ways students are learning about water resources. This could include: school board meeting, social media post, website announcement, press release, events, etc. A take-home element is also strongly encouraged to inform families about water resources education. The District may visit schools, community groups or project sites during the production period to create feature stories on the progress and stewardship for public dissemination (web, social media, news release, video, etc.).

The District, as a public funding source, reserves the right to share all projects, concepts, artwork, photos, videos and other products of these grants with others who create projects in their own schools or communities. Each grant recipient must maintain school and/or District photo/video release forms for students included in submitted work products.

Teachers or community group leaders should expect to provide the opportunity for principal, teacher, students or group members to provide quotes for describing impact of the grant in the school or community for use in a District news release or other outreach message.

Making Changes

During the grant period, activity or budget items may need to be modified. If modifications are needed, seek permission from the Communications and Organizational Development Office at the District. All changes must be requested in writing and changes should not be made until approval is given.

Reporting and Documentation

A final report is required upon completion of the project and must include:

1. Description of the activities
2. Dates and locations of any field studies

3. Photographs of students participating in project activities

A photo release is required for each student pictured. The photo release will authorize the District's use of the photo for any purpose, including website, social media and marketing materials.

PROJECT TYPES

- Efficient irrigation management
- Technology to improve water supply
- Water conservation
- Water quality improvement
- Other water quality or water quantity projects

APPLY NOW

Visit MySuwanneeRiver.com/FundingProgram to apply today. Deadline is December 6, 2019.