



GRANT APPLICATION

The **Ocean Guardian School** program funds projects focused on a current issue(s) affecting local watersheds and/or the ocean while promoting best environmental practices. Through a school- or community-based project, schools work to make a difference in the health and protection of their local watersheds, ocean and national marine sanctuaries.

Grant amounts range from \$1,000 - \$4,000 per school depending on the level of the project and funding year. Schools may re-apply for funding for a *single project for up to three (3) successive years*. In this case, funding amounts are as follows: Year 1 - \$2,000-\$4,000; Year 2 - \$2,000-\$3,000; and Year 3 - \$1,000-\$2,000.

Any school (K-12) located in the following California counties can apply for an Ocean Guardian School grant: Marin, San Francisco, Alameda, Contra Costa, Sonoma, San Mateo, Santa Cruz, Santa Clara, Monterey, San Benito, San Luis Obispo, Santa Barbara and Ventura.

How to Complete and Submit Your Application

Step 1: Complete your application electronically. Save a copy for your files.

Step 2a: To submit electronically, email completed application to Naomi.Pollack@noaa.gov.

Step 2b: To submit paper form, mail your completed application to:

NOAA's Office of National Marine Sanctuaries, Attn: Ocean Guardian Schools, 299 Foam Street, Monterey, CA 93940. For more information, contact Naomi Pollack at Naomi.Pollack@noaa.gov.

APPLICATION DUE DATE

ALL grant applications are due by 5 pm Pacific on **May 1** (for projects to begin at the start of the following academic year). Funding decisions will be made by early June. The project period must run for the full academic year.

Applications being sent by mail must be postmarked, or provided to a delivery service by 5:00 pm Pacific on May 1. Use of U.S. mail or another delivery service must be documented with a receipt. NO fax applications will be accepted.

PLEASE NOTE:

For those schools currently involved with an Ocean Guardian School funded project, please include a progress report of your project *with your new application*. This information should include the following:

- Budget report to date;
- Documentation of your outreach activities to date; and
- Brief summary of your project and accomplishments to date.

REVIEW AND SELECTION

- Any school (K-12) located in the following California counties can apply for an Ocean Guardian School grant: Marin, San Francisco, Alameda, Contra Costa, Sonoma, San Mateo, Santa Cruz, Santa Clara, Monterey, San Benito, San Luis Obispo, Santa Barbara, and Ventura.
- Schools may re-apply for funding for a single project for up to three (3) successive years. In such cases, schools must re-submit a new application for each successive year by the appropriate application deadline.
- If the Ocean Guardian School program requirements have been met during the funded project period, a school will be officially recognized as a NOAA Ocean Guardian School, and will receive the official banner.

APPLICATION REVIEW CRITERIA *(weighted equally)*

1. A specific school- or community-based project that addresses a current issue(s) affecting local watersheds and/or the ocean.
2. The number of classes and grades directly involved in the project.
3. How the project will make a difference in the school and/or local community.
4. The outreach plan for communicating the project to both the school and local community.

Before completing the application, please review the project guidelines and requirements below.

PROJECT REQUIREMENTS

1. HANDS-ON SCHOOL- OR COMMUNITY-BASED PROJECT: The Ocean Guardian School program funds watershed and/or ocean stewardship projects. Schools propose hands-on projects that make a difference in the health and protection of their local watersheds and/or ocean. Below is a list of general pathways and examples of projects that are commonly funded by the Ocean Guardian School program. *A proposed project must have a connection to the health of the watershed and/or ocean.* If your project idea does not relate to this list, but meets the goals of the program, please contact the program director to discuss your idea before applying. For additional examples of past and presently funded Ocean Guardian School projects, please visit http://sanctuaries.noaa.gov/education/ocean_guardian/examples.html.

Remember to keep the proposal focused on a *single* project.

- **Restoration** - watershed/wetland restoration, fish habitat creation, shoreline/bank stabilization
- **Reduce/Reuse/Recycle/Rot** - school-wide recycling/composting programs, redesign and implementation of school-based wastewater system, school-wide green purchasing program, zero waste lunch programs
- **Marine Debris** - reducing single-use plastics in school, promoting reusable bags in local community/stores
- **Water Quality Monitoring** - monitoring data used to help create or redefine a community watershed management plan, school-use water plan, community land-use plan or marking school and community storm drains
- **Schoolyard Habitats/Gardens** - creating or improving school gardens/schoolyard habitats with an emphasis on native plants, low water use, rain catchment systems, etc. while clearly connecting these activities to the health and preservation of the local watershed and/or the ocean

2. OCEAN CONNECTION: Your proposed project must make a connection to the health and preservation of your local watershed and/or ocean. During your project period, you are required to incorporate the following into your project activities and/or lessons:

- **Watershed Education:** All projects are expected to incorporate learning opportunities around watershed identification. Students should be able to identify in what watershed their school is located as well as some of the surrounding watersheds, nearby ocean and national marine sanctuaries. *Table-top, interactive watershed models will be available on loan to all grant recipients during their project period to use as a classroom teaching tool.*
- **Ocean Literacy Principles:** In accordance with the National Science Education Standards, NOAA and many partners have developed seven Ocean Literacy Principles and supporting Fundamental Concepts for grades K-12. At least one (preferably more) Ocean Literacy Principle must be integrated into your Ocean Guardian school project during your activities or classroom lessons. You will find the seven principles outlined below, however, please visit the following website for a more detailed understanding of this important element of the grant program. <http://oceanservice.noaa.gov/education/literacy.html>

Ocean Literacy Principles

1. The Earth has one big ocean with many features.
2. The ocean and life in the ocean shape the features of the Earth.
3. The ocean is a major influence on weather and climate.
4. The ocean makes Earth habitable.
5. The ocean supports a great diversity of life and ecosystems.
6. The ocean and humans are inextricably interconnected.
7. The ocean is largely unexplored.

Ocean Literacy is “an understanding of the ocean’s influence on you and your influence on the ocean.”

An ocean-literate person:

- understands the Essential Principles and Fundamental Concepts about the functioning of the ocean;
- can communicate about the ocean in a meaningful way; and
- is able to make informed and responsible decisions regarding the ocean and its resources.

3. OUTREACH

Outreach to School Community:

Project Introduction - Once your project has been funded, you will be required to inform your school community about your Ocean Guardian School grant and your hands-on project. Within the first four weeks of your project period, we ask that you formally present/communicate your Ocean Guardian School project to the entire school community. There is no mandated format for this initial outreach. Please select the best means for your school to let your students, teachers, staff and even parents know what the project entails and who will be participating. Recommended presentation formats include:

- School-wide assembly
- Individual classroom presentations given by teachers or students
- Series of morning announcements
- Series of email/newsletter articles

Please include the following in your means of communications to your school-wide audience:

- Your funded project description, goals, and objectives;
- How your project is connected to your local watershed/ocean and how it will contribute to the protection and/or conservation of the local watersheds/ocean;
- Introductory information about national marine sanctuaries and watersheds.

Funded schools will receive a PowerPoint presentation on national marine sanctuaries that they may use as part of their introductory presentations.

Final Project Wrap-up: At the end of your project period, we ask that the students who were involved in the project present some aspect of the project to the school community. Topics to share with your school community can include: student experiences during the project, lessons learned, best practices, community outreach report, and measurable data results. This year-end presentation can take on a variety of forms including videos, readings, art work, songs, plays, poems, or school announcements.

Community Outreach: How do you plan to share your project and its impact on your students and the environment with your local community? Your Ocean Guardian School project must include some element of community outreach led by a group of students who are/were involved in the project. Please do not limit your outreach to postings on your school website.

Examples of Community Outreach include:

- STUDENT presentations to Parent-Teachers Association, School Board, City Council, and to other schools
- STUDENT presentations/participation in local community festivals/fairs/events
- STUDENT written letters to local papers, political representatives, business leaders, Rotary Clubs, etc.
- STUDENT created flyers distributed out to community neighborhoods, businesses, etc.

Please note: The Ocean Guardian School program does not typically fund projects that are focused on web page development including social networking related web pages unless the applicant provides documentation as to how the development of the web page is an integral and necessary component of the project.

4. FINAL REPORT: A final project and budget report is required at the end of your project period. Instructions on how to complete this online report will be sent out at the beginning of your project period.

5. FIELD TRIPS: The Ocean Guardian School grant will fund field trips, however, they are limited to 30% of the total project budget. Field trips are intended to supplement the project activities and learning opportunities. The grant will fund related expenses such as costs and entrance fees.

6. STIPENDS: The Ocean Guardian School grant will fund stipends for teachers, staff, parents, and/or community partners. However, the amount of stipends is limited to 30% of the total project budget.



SCHOOL INFORMATION

Any school (K-12) located in the following California counties can become an Ocean Guardian School: Marin, San Francisco, Alameda, Contra Costa, Sonoma, San Mateo, Santa Cruz, Santa Clara, Monterey, San Benito, San Luis Obispo, Santa Barbara and Ventura.

NAME OF SCHOOL:

DATE:

SCHOOL ADDRESS:

TITLE 1 SCHOOL?

Yes

No

Has your school applied for or received an Ocean Guardian School grant prior to this application?

Yes

No

If yes, please list date(s):

SCHOOL PRINCIPAL

NAME:

DAYTIME PHONE:

EMAIL (during school year):

EMAIL (during summer):

LEAD TEACHER/PROJECT COORDINATOR

NAME:

DAYTIME PHONE:

EMAIL (during school year):

EMAIL (during summer):



PROJECT INFORMATION

Grant amounts range from \$1,000 - \$4,000 per school depending on the level of the project and funding year.

1. Amount of funding requested (this number should equal your budget total): \$

2. Number of directly participating grade levels:

3. Number of directly participating classes:

4. Number of directly participating students:

5. Number of directly participating teachers:

6. Total number of students in entire school:

7. Proposed project topic area: (check only one)

Restoration

Reduce/Reuse/Recycle/Rot

Marine Debris

Water Quality Monitoring

Schoolyard Habitat/Garden

Other (*please explain on a separate sheet of paper*)

8. Project Clearance: Upon receipt of grant funds, your school must be ready and able to move forward with your Ocean Guardian School project as set forth in this proposal. This means that your school must have received any necessary permits and/or permission from local officials at the time you submit your application. Please tell us below from which office(s) you have received the required permission for your project to take place:

School Principal

County Officials

School District

County/State/National Park Officials

City Officials

Other:



PROJECT GOALS, OBJECTIVES and DESCRIPTION

Please visit the Ocean Guardian website http://sanctuaries.noaa.gov/education/ocean_guardian/examples.html to see examples of school- and community-based projects.

1. PROJECT GOAL(S): What is the main goal(s) of the project? Write a broad statement of what your project is supposed to accomplish during the project period. Note: 572 characters limit (with spaces)

Example: We will reduce waste on our school campus through a school-wide recycling and composting program with an emphasis on reducing single-use plastic items.

2. PROJECT OBJECTIVES State at least three (3) objectives that relate to your project goal. Your project objectives will tell us HOW you will achieve your project goal. Your objectives should be S.M.A.R.T. — Specific, Measurable, Attainable, Realistic and Timely. Note: 1480 character limit (with spaces)

Example of S.M.A.R.T. objectives for a project that aims to reduce waste on campus with an emphasis on single-use plastics:

1. By November, student will be able to identify ways in which single-use plastics can affect the health of the ocean.
2. By January, the students will be able to identify single-use plastics they use daily and how to replace them with other options.
3. By April, the waste audit documents a 35% reduction of school waste headed for the landfill.



3. PROJECT DESCRIPTION: Describe your proposed hands-on project and how the project connects to the health and preservation of a local watershed and/or ocean. Where is the project taking place? How will your proposed project result in a specific environmental change? Do you have any community partners who will work together with you on this project? Note: 2620 character limit (with spaces)

4. PROJECT OUTREACH: Describe your outreach strategy. How will you share your project with your local community, your peers, and your school community? Will students present to any community groups such as City Council, School Board or Rotary Club? Please do not limit your outreach to your school website. Note: 1700 character limit (with spaces)



5. MAJOR MILESTONES: We understand that things happen. With this in mind, we would like to know what your project timeline looks like at this point in time. Please give us some “milestone dates” during your project period along with related milestone events. Note: 2150 character limit (with spaces)

Example:

Project Start Date: September 2012

Project End Date: May 2013

Key Milestone Date and Events:

October - November: Environmental Club gives presentations to each class on effects of plastics on marine environments; show movie called *Bag It* at school assemblies.

December-March: Environmental Club will sell their custom designed reusable bottles on campus; installation of water filter stations with flow meters.

September-May: Conduct at least three waste audits in school cafeteria to track and document reduction of school waste going to landfill.

Project Start Date:

Project End Date:

Key Milestone Dates and Events:

