



COVER PAGE

Prior to completing this application form, please review "Project Guidelines and Requirements" which can be found on the Ocean Guardian School "Apply Now!" webpage.

PLEASE NOTE: *The PDF application form requires Adobe Acrobat. If you do not have Adobe Acrobat, here is a free version of Adobe Acrobat.*

In order to fill out and save the form, you must FIRST download the PDF document to your desktop, save it to your desktop and then open it with Adobe Acrobat, as opposed to opening the form via your browser window.

INSTRUCTIONS:

1. Download and save the application form to your computer. Open up the application on your computer.
2. Complete the application form that you have saved on your computer. Press <Tab> after each response. *Numeric answers accept only numeric values without commas, the \$ sign, or letters.*
3. Save your completed application form on your computer.
4. **EMAIL your completed application to the appropriate address below. Applications must be submitted by JUNE 1.**

Washington, Oregon Schools:
Jacqueline.laverdure@noaa.gov

Florida, Texas Schools:
amy.clark@noaa.gov

Hawaii Schools:
allen.tom@noaa.gov

North Carolina Schools:
Shannon.ricles@noaa.gov

ALL OTHER Schools:
naomi.pollack@noaa.gov



Applications for Ocean Guardian School grants, as well as applications for participation without funding, must be emailed by end of day, JUNE 1.

Date: [MM/DD/YYYY]

School Name:

School Address:

City:

State:

Zip:

County:

Name of School District:

Is your school Title 1? YES NO Percent of school on free/reduced lunch:

Has your school applied for an Ocean Guardian School grant prior to this application? YES NO

If YES, in the box below, please list application date(s) and indicate whether you received funding.

If YES, is this current project proposal a continuation of a previously funded project or is this a new project that falls under a new pathway?

This project is a continuation of a previously funded project.

This is a new project that falls under a new pathway.

NOTE: If you are applying for a continuing 4th or 5th year, please answer question #17.

School Principal

**Lead Teacher **
(one contact only)**

NAME:

PHONE:

EMAIL during school:

EMAIL during summer:

**** Although we ask for contact information for one Lead Teacher, we understand (and encourage) that a team of teachers may be involved in the project.**



11. PROJECT DESCRIPTION If this application is for a year 2+ project, please make sure you communicate your plans to further develop/grow the ongoing project (goals, activities, participants, location, etc.) in the appropriate answer boxes below.

What is the name of the watershed in which your school is located? (Be as specific as possible.)

WHAT is the main goal(s) of the project? (630 character limit)

HOW will your project help to protect your local watershed and/or the ocean? (630 character limit)

WHAT will your project accomplish during the school year? (630 character limit)

WHO is involved in the project from the school and/or community? (630 character limit)

WHERE is the project taking place? (630 character limit)



12. PROJECT TIMELINE & OUTCOMES: Enter at least three project activities and related outcomes in the table below. (Do not include your Project Intro Presentation as one of the project activities.)

- TIME PERIOD/DATE - WHEN is the project activity taking place?
- ACTIVITY/EVENT - WHAT is the project activity that is taking place?
- OUTCOME - WHAT is the desired goal you hope to achieve from the activity?

Uample answers have been entered in the first line of the table.

TIME PERIOD/ DATE	ACTIVITY/EVENT	OUTCOME
<i>September</i>	<i>Green Team conducts first of three waste audits of single use plastic items in recycle and landfill bins in cafeteria and out on playground.</i>	<i>Baseline data collected on number of single use plastic items being disposed of on campus.</i>



13. MEASURABLE DATA: WHAT measurable data will you collect during your project?

CHECK ALL THAT APPLY from the pathway lists below. Include any additional data items that are not listed below, but are specific to your project in the answer box at the bottom of the page. *** Please note: For those activities marked with an asterisk *, you will be asked to report on the estimated number of hours your students have participated.**

GARDEN/HABITAT/RESTORATION Activities
of native or fruit trees planted *
of native perennials/annuals/grasses planted *
of rain barrels installed
Square meters planted with native or fruit trees *
Square meters of non-native invasive plants removed *
Square meters of turf removed *
Linear meters of bank stabilization *
of wildlife habitat structures installed
of storm drains stenciled *

ENERGY & OCEAN HEALTH Activities
of native trees planted *
of LED or energy saving light bulbs installed
of Energy Smart power strips installed
Total energy savings – include units of measure
of bike-to-school days

RETHINK/REFUSE/REDUCE/REUSE/ROT/RECYCLE Activities
of recycling bins installed
of compost bins installed
Kilograms of trash/debris removed from school campus or community sites *
Kilograms of compost made from school food/garden waste
of reusable bottles distributed
of reusable bags distributed
of single use plastic bottles not used due to reusable bottles used at water filtration system
Liters of water reclaimed from use of water catchment system

OTHER MEASURABLE DATA ITEMS not listed above that you plan to monitor for your stewardship project:
(380 character limit)



PROJECT OUTREACH

During an Ocean Guardian School project year, students are expected to have opportunities to engage in both internal and external outreach activities. Internal outreach activities are focused on communicating Ocean Guardian School projects and related environmental issues *within* the school community - to other students, teachers, staff, as well as the parent community. External outreach opportunities are focused outside the school community - the local community and beyond. Internal and external activities can include both written and verbal communications.

Year 1 schools are required to engage students in *only* internal outreach activities. Continually funded projects (years 2+) must also include external outreach strategies.

14. Describe your project's *internal* outreach strategy (1475 character limit)

Examples of internal outreach activities include but are not limited to: STUDENT posters or art work displayed on school campus; STUDENT created bulletin boards; STUDENT written articles for the school paper, e-newsletters or school website; STUDENT presentations to other classes at school; STUDENT-created PSA or videos; STUDENT presentations to parent-teacher organizations, etc.

15. Describe your project's *external* outreach strategy (1475 character limit)

Examples of external outreach activities include but are not limited to: STUDENT letters or articles written to local papers; STUDENT communications to political representatives, business leaders, community organizations; STUDENT presentations at conferences or community events; STUDENT presentations to City Council or local governmental agencies; STUDENT presentations to students at non-Ocean Guardian Schools, School Board/District, School Site Council; STUDENT-created educational information distributed to community neighborhoods, businesses, etc.; STUDENT produced PowerPoints, videos, plays, songs, etc. presented to community audiences, etc.



16. ACKNOWLEDGING the Ocean Guardian School Program

It is *extremely important* that you acknowledge the Ocean Guardian School program when carrying out any outreach/communication tasks. This can be done by using the official Ocean Guardian logo on any digital or physical products you share, mentioning the grant program in presentations/communications, etc. **Outline below the ways in which you will acknowledge the Ocean Guardian School program in your outreach efforts.** (1475 character limit)

17. 4th and 5th YEAR APPLICANTS

If you are applying for a 4th or 5th year of funding, describe ways in which your project is becoming integrated into the school and becoming a sustainable part of the school's activities/policies/culture. Describe how the stewardship related changes at your school will be sustained after your grant funding has ended.

(1475 character limit)



BUDGET FORM

Complete this form and include it with your application. Show an itemized list of expenses. Be as detailed as possible. Funds are available for a variety of items including, but not limited to: project supplies; field trip costs (transportation, entrance fees, etc); stipends; and technology equipment. **Field trips** are intended to supplement the project activities and learning opportunities, and are limited to 30% of the total budget. **Stipends** are available for teachers, staff, parents, custodial staff, cafeteria staff, and community partners, and are limited to 30% of total budget.

After entering the values in each column, press <TAB> key. After the final column "Amount Requested from Ocean Guardian", press <TAB> key and the amount will be calculated automatically in "Total Budget Requested" at the bottom of each page.

The first line item is an example and will not be calculated as part of your budget.

BUDGET ITEM (Item, Quantity, Cost/item)		TOTAL AMOUNT	AMOUNT FROM OTHER SOURCES	AMOUNT REQUESTED FROM OCEAN GUARDIAN
California Live Oak trees	10 x \$15.00	\$150.00	\$50.00	\$100.00
	X			
	X			
	X			
	X			
	X			
	X			
	X			
	X			
	X			
	X			
	X			
	X			
TOTAL BUDGET REQUESTED:				

IMPORTANT NOTICE: Before you finalize your budget, please confirm the details with your school administration and district. To avoid delays in retrieving your funds, please determine how you will access your grant funds - who will be in charge of approving purchases and distributing your funds throughout the school year.

