

NOAA Pacific Services Center B-WET Hawai`i



Bay Watershed Education and Training



Grant Writing and Online Application Workshop

Summer 2006

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<http://www.csc.noaa.gov/psc/>

Agenda

GOAL: Provide resources and guidance about the federal grants process, specific to the B-WET Hawai`i Program grant opportunity

- Brief History
- Federal Government Requirements and Guidelines
- Planning and Drafting a Grant Proposal
- A word about the Online Application Process
- Grant Writing
 - Writing Suggestions and Common Mistakes
 - B-WET Full Funding Announcement
 - Formula and Template
 - Milestones and Dates
- Post-Award Responsibilities
- Successful grant funded project examples
- Q & A

B-WET History

- Established by Congress in 2002 to create a watershed education program focused on Chesapeake Bay
- Develop a population knowledgeable about the stewardship of our nation's watershed, coastal and marine resources
- Expanded into Hawai`i in 2004 and administered by NOAA's Pacific Services Center
- First federally supported environmental education program to focus on specific geographic areas



NOAA B-WET Hawai`i Program

Goal: Use hands-on learning outdoor experiences to increase understanding and stewardship of our watershed, marine and coastal resources.

- Competitive watershed education Grants

- *Support existing exemplary programs*
- *Assist in the development of new programs*
- *Foster new and innovative partnerships*

- Grant Funded Project Efforts

- ✓ Scientific research, restoration, geospatial activities, preservation and application of traditional resource management, presentations before community leaders, schools and government officials



B-WET Hawai'i Success Story

- Congressional Earmark

- ✓ FY 2004 -- \$500,000
- ✓ FY 2005 -- \$1,500,000
- ✓ FY 2006 -- \$1,500,000



- Outreach

- ✓ 15,000 students reached
- ✓ 700 teachers and adults reached



B-WET Hawai`i Priority Areas

- Meaningful Outdoor Experiences for K-12 Students – Grant
 - *Integrating classroom curriculum with first-hand experiences in the environment*
 - *3 phases: Preparation, Action, & Reflection*
- Professional Development for Teachers – Grant
 - *Reinforcing a teacher's ability to teach, inspire, & lead*
 - *Teachers learn why and how to use inquiry based learning in their classrooms*
- Building Community Awareness – Special Projects
 - *Focusing on best practices for watershed management for decision-makers and businesses*
 - *Supporting environmental literacy initiatives*



Basic Definition of a Federal Grant

- A transfer of money, property, services or anything of value from NOAA to a recipient in order to accomplish a public purpose of support or stimulation that is authorized by Federal statute.
- The principal purpose of the award to meet the needs of a non-federal entity carrying out an activity that the Federal government has decided to assist as a matter of public policy by statute
- A grant has no substantial involvement by NOAA's Pacific Service Center (PSC) B-WET Hawaii Program.
 - The recipient is expected to perform without substantial collaboration or intervention by PSC.

Requirements and Guidelines

- Electronic Grants Management
 - Federal Financial Management Assistance Improvement Act of 1999 (P.L. 106-107)
 - Electronic processing of applications and payments will become mandatory for grantees
 - Unless you are designated a **“High Risk”** grantee

E-Grants Goals

- Eliminate the burden of redundant or disparate electronic and paper-based data collection requirements
- Define and implement simplified standard processes and standard data definitions for federal grant customer interactions
- Protect the confidentiality, availability and integrity of data
- Standardize the collection of financial and progress report data in support of audit and performance measurement activities
- Preferred application method via www.Grants.gov will be mandatory

White House Office of Management and Budget (OMB) Guidelines for B-WET

TITLE	STATE & LOCAL GOVERNMENTS	EDUCATIONAL INSTITUTIONS	NON-PROFIT ORGANIZATIONS
Uniform Administrative Requirements for:	15 CFR Part 24	15 CFR Part 14	15 CFR Part 14
Cost Principles for:	A-87	A-21	A-122
Cost Allocation and Indirect Cost for:	A-87 Attach. C & E	A-21 Part E - H	A-122, Attach. C Part C - E
Audits of:	CFDA 11.473	CFDA 11.473	CFDA 11.473

Planning and Drafting a Grant Proposal

- **Read through grant announcement: All pre and post requirements are described on grant announcement.**
 - Address any pre-application requirements (www.Grants.gov online registration)
 - Meet deadlines
 - Any questions, ask the grant program contacts
- Answer the 5 w's and 1 h:
 - **Why:** Project justification
 - **Who:** Define your audience and potential partners
 - **What:** Define your project or program
 - **When:** Define milestones, deliverables and timelines
 - **Where:** Define location of project or program
 - **How:** Define strategy and implementation plan as well as plan for sustainability
- Templates or models: Information you need is detailed in grant Full Funding Announcement

Pre-Application Requirements

- Refer to (handout) Step-By-Step Guidelines to register on www.Grants.gov (applicable to all federal grants—registration mandatory before submitting an application)
- Mac User patch available
- Once registered eligible to view all federal grants, including NOAA grants—specifically the B-WET Hawaii grant
- All required Standard Government forms are included in application package
- Search grant by CFDA # 11.473, B-WET Hawaii, Fiscal Year 2007

B-WET Grant Schedule

<p>Publication on www.Grants.gov and the Federal Register Notice</p> <ol style="list-style-type: none"> 1. <u>Registration</u>—ongoing throughout year 2. <u>Application Submission</u>—by grant announcement deadline date 	<p>June 2, 2006 ONGOING – Applicants are encouraged to register in advance! Processing may take up to 2 – 3 weeks.</p>
<p>Grant Application Deadline (no rain checks or exceptions)</p>	<p>August 30, 2006 before 11:00 AM Hawaii Standard Time</p>
<p>Review Process</p> <ol style="list-style-type: none"> 1. Initial Administrative Review 2. Panel Reviews 3. HQ Reviews 4. Dept. of Commerce Legal Review 5. NOAA Grants Management Division Review 	<p>September 2006 – March 2007</p>
<p>Award Notice or “Not Recommended for Funding” Notices</p>	<p>April 2007 – May 2007</p>

NOTE: Recommended Project Start date: No earlier than May 1, 2007

Eligible Applicants

- K-through-12 public and independent schools and school systems
- Institutions of higher education
- Commercial and Non-profit organizations (preferred 501c3)
- State or local government agencies
- Indian tribal governments
- *Individuals and Federal agencies are not eligible*

Bay Watershed Education & Training (B-WET) Program, Hawaii

The Bay Watershed Education and Training (B-WET) Hawai'i Program provides support and technical assistance to existing environmental education programs, fosters the growth of new programs, and encourages the development of partnerships among environmental educators and programs throughout Hawai'i.

A component of B-WET Hawai'i is the Competitive Grants Program which funds projects that provide “*meaningful outdoor experiences*” for K-12 students and professional development opportunities for teachers in the area of environmental education.

Refer to Full Funding Announcement

- Full Funding Announcement is the template to follow
- Program Objective
 - Definitions
- Program Priorities
 - Students
 - Teachers
 - 3 Phases
 - Preparation
 - Action
 - Reflection
- Award Information
- Eligibility
- Application Package
 - Required Government Standard Forms and the Online process
 - Project Narrative
 - Budget Narrative



“Putting it into Perspective”—Grant Writing

- Refer to (handout) Writing Suggestions and Common Mistakes
 - Comments from past reviewers
 - Additional Writing Suggestions

Priority 1 – Meaningful Outdoor Experiences for Students

- Experiences should make a direct connection to the watershed, estuarine, coastal, bay, marine ecosystem
- Experiences are an integral part of the instructional program
- Experiences are project-oriented
- Experiences are part of a sustained activity

Priority 1 – Meaningful Outdoor Experiences for Students *Continued*

- Experiences reflect an integrated approach to learning
- Projects involve external sharing and communication
- Projects demonstrate partnerships
- Experiences are for all students

Priority 2 – Professional Development in Environmental Education for Teachers

- Projects provide teachers the understanding and essence of a meaningful outdoor experience
- Projects involve external sharing and communication
- Projects demonstrate partnerships
- Experiences are for all teachers

MOE Sustained Activity

<u>PHASE I</u>	<u>PHASE II</u>	<u>PHASE III</u>
<p><u>Preparation:</u> Focus on a question, problem, or issue to engage and involve students in discussions about it.</p>	<p><u>Action (Outdoor Learning and Analysis)</u> Include outdoor experiences that are sufficient to conduct the project, make the observations, collect the data required or monitor results.</p>	<p><u>Reflection</u> Refocus on the question, problem, or issue; analyze the conclusions reached; evaluate the results; assess the activity and the learning outcomes; and include sharing and communication of the results with a wide audience.</p>

Award Information

Grant requests are for either priority 1 and 2 will range from \$10,000 to \$100,000. Applications requesting Federal support from NOAA of more than \$100,000 will not be considered for review or funding.

Project Award Period is for a 12-month period only. Proposals may be submitted for up to 3 years and is subject to the same review process.

Application Package

- Refer to Section IV of the full funding announcement which includes:
 - Proposal Requirements
 - Required Forms
 - Required Content and Form of Application Submission
 - Project Narrative Template
 - Budget Narrative Example Template

Application Review Information

- Refer to Section V of the Full Funding Announcement
 - Do a Self-Evaluation

Post-Award Responsibilities

- Provided by NOAA Grants Management Division (GMD) and NOAA Grants Online (GOL)
- Provided by the B-WET Hawai'i Program office and on the PSC website at:
<http://www.csc.noaa.gov/psc/> (click link to Education Program, B-WET Hawai'i)

NOTE: Awardees will be responsible for managing their grant with minimal supervision from awarding agency

B-WET Hawai'i Grant: *Community Conservation Network*



- Multi-generational, Cultural Component
- Youth stewardship program
 - *8 students received science credit*
 - *Extensive summer program for underrepresented, rural community*
- Students developed documentaries
- Integrating Native Hawaiian elders' knowledge of traditional resource management with current science to develop effective management strategies for today (sustainability/stewardship)
- Sustainability Strategy: Community will take ownership of program

B-WET Hawai'i Grant:

University of Hawai'i, Hawai'i Institute of Marine Biology



- Examines watershed as a system
- Students study coral reef health
 - *Impact of invasive algae, coral bleaching and human impact*
 - *Assess 6 watersheds as they flow into Kaneohe Bay*
- Students participate in intensive college-level program to understand challenge of managing coral reefs
- Sustainability strategy: working with local area schools to take ownership of program.

Science On a Sphere: Special Project



- Six foot, three dimensional, animated representation of the earth's global features viewed from space.
- Projected images originate from data collected by satellites—"data sets." New approach to Science education--Unique educational tool to explain complex information using animated images.
- Weather, natural hazards, global warming, environmental issues, water currents, etc.
- Programs and activities, contact: Bishop Museum Education Department at 808-848-4168

For More Information

- Grant Information at B-WET Hawai'i office:
 - Divina Corpuz: 808-522-7481 or Divina.Corpuz@noaa.gov
 - Sam Thomas: 808-532-3960 or Sam.Thomas@noaa.gov

- Science On a Sphere at Bishop Museum:
 - Education Office: 808-848-4168

