Save The Redwoods

L E A G U E

Redwood Connect Grants
2020-2021 Application Narrative for the <u>Forest Immersion Category</u>

Please read these instructions carefully.

Incomplete applications will not be considered by the review committee.

Applicants: As part of your application, we require a detailed **narrative** (in PDF format) describing the proposed project. The reviewers appreciate clarity and brevity: your narrative should not exceed **3 pages plus a budget page**.

Be sure to present your narrative topically, using the numbered headings below.

1. **Project Description:** Describe your project and include the following components:
    a. Objectives – describe the specific project goal(s) and how the goal(s) will be achieved, as well as how the field trip component is essential to the overall project.
    b. Project Content – what will the participants be doing and/or learning and what specific activities will they engage in.
    c. Expected Results – what do you hope the participants and/or teachers come away with after this project is complete?
    d. Project Location

2. **Organization Description:** Describe the mission and overarching objectives of your organization and how this project supports that.

3. **Project Timeline:** What are the specific tasks and activities involved in achieving the project objectives? What is the schedule/timeline for completion?

4. **Evaluation:** What will success look like for you? How will you measure it?

5. **Outreach:** How will you outreach to your school or greater community about the project to share results.

6. **COVID-19 Plan:** What is your Plan B if you are not able to complete the project as described due to COVID-19? How will you adapt and provide a redwood experience to the community described?

7. **Budget:** Please provide a budget for your proposed project. Identify in-kind contributions and other sources of funds; include all costs associated with successful completion of your project. Use the example below as a guideline for your budget, tailoring it to the specific requirements of your project.

SAMPLE: Redwood Explore Project Budget		
BUDGET – SUMMARY OF FUNDING SOURCES	__TOTAL__	__SRL__
Sources and amounts of funds received to date		
State Parks	$4,000	
A.N.Other Philanthropic Foundation	$12,000	
Sub-total	$16,000	
In-kind contributions		
School District, substitute teachers pay	$1,000	
Pending funding still needed to complete project		
Save the Redwoods League	$5,000	$5,000
Total Funding	**$22,000**	**$5,000**
BUDGET – DETAILED SUMMARY OF EXPENSES	__TOTAL__	__SRL__
Human Resources – Program Development & Evaluation		
Research, development, and evaluation	$3,000	$1,000
Curriculum development, intern recruitment, and training	$3,000	
Specialist for program management and evaluation	$2,000	
Substitute teachers pay (in-kind contribution)	$1,000	
Sub-total	$9,000	$1,000
Materials and Supplies – Program Development		
Intern training supplies	$1,500	$1000
Intern recruitment supplies	$500	$500
Intern travel allowance	$1,000	
Meeting supplies and hospitality	$1,000	$500
Sub-total	$4,000	$2,000
Materials and Supplies – Program Implementation		
Curriculum materials	$2,000	$500
Curriculum layout and design	$2,000	
Curriculum printing	$5,000	$1500
Sub-total	$9,000	$2,000
Total Expenses	**$22,000**	**$5,000**

8. **Use of League Resources:** Explain how you will use League products, resources, or personnel to enhance your redwood program. Save the Redwoods League has redwood curriculum for all ages, videos, pictures, scientific data and professional experts that can further advance a redwood experience. For example, League staff can be used for trainings, workshops or to serve as a scientific role model for career choices in STEM fields.