

Lake Superior Stewardship Initiative (LSSI) Mini-Grant Application Instructions
Funding Period: September 1, 2013- June 30, 2015 (Revised Nov 19, 2013)

The Western UP Center for Science, Mathematics and Environmental Education received funding from Great Lakes Stewardship Initiative, Wege Foundation and Earth Force to continue the Lake Superior Stewardship Initiative through June 2015. The Western UP Center is pleased to make mini-grants available to individual LSSI school-community teams to enable schools to implement community-based learning opportunities for their students through Lake Superior stewardship projects. An LSSI school-community team consists of 2 or more teachers, plus administrators, students, and community partners working together to design and implement a stewardship project in their community.

The following LSSI school-community teams are eligible to apply, pending the requirements below:

Pelkie Elementary, EB Holman, CJ Sullivan Elementary, Barkell Elementary, Washington Middle School, Hancock Middle School, Lake Linden Hubbell Middle School, Dollar Bay High School, Hancock High School, Houghton High School, and Jeffers High School.

These LSSI teams must have spent all funds from the previous mini-grant (funding cycle 9/1/11 to 6/30/2013), demonstrated responsible grant management, and completed reporting and community event requirements before being considered for new mini-grant funds for this funding cycle.

New schools that are eligible to apply for LSSI mini-grant funds.

Dollar Bay Elementary, Baraga High School and L'Anse High School.

LSSI can fund one school-community team per *school building*.

Mini-Grant Allocation: Mini-grant amounts available per school will be pro-rated based on number of students served by the project. LSSI teams can receive the maximum request amount if their grant application is submitted by March 30, 2014. Applications submitted after March 30, 2014, the amount available would be reduced, as there will be less time for project implementation before the grant period ends in June 2015.

Student Impacted per year.	Maximum Mini-Grant Request
Serving fewer than 150 students	Up to \$3600
Serving between 150-250 students	Up to \$4200
Serving more than 250 students	Up to \$5000

In their mini-grant application for funding period of September 1, 2013 to June 30, 2015, school teams must demonstrate how they will meet the following requirements to be approved for funding.

- At least ONE teacher on the team have attended the Earth Force Service Learning Workshop offered at the Great Lakes Watershed Investigation Institute on June 24-26, 2013, **or** the full day on October 23, 2013. **LSSI will cover sub costs for two teachers from each team to attend the October 23 workshop.** Additional teachers are welcome to attend at no cost.
- At least ONE teacher from the team that attended the Earth Force Service Learning Workshop will attend the Earth Force Dinner and Dialogue on October 24, 2013 from 6-8pm.
- There is a school–community team consisting of least two teachers, school administrator and one community partner.
- The application indicates how many students will be impacted and demonstrates substantial participation of these students in project planning and implementation through the Earth Force process from the “*Community Action and Problem Solving*” curriculum
- The application demonstrates how service to the community is integrated into a learning experience for students.

- The application reflects a commitment to professional learning at the team level by providing 10 hours of professional learning community activities for at least three adults (community partners and educators in the school)
- The expenses in the budget are reasonable and relate to the activities in the project. NOTE: Great Lakes Stewardship Initiative, the funder of LSSI, **does not** support the funding of computers and computer equipment.
- The school submits a new Memo of Partnership for the project period indicating their financial support for the project. Each school is expected to provide a direct financial contribution to the project (i.e. transportation costs for field trips, sub pay to attend PD, etc.) and/or through in-kind contributions (such as release time for teachers to work on their project)
- The team will present the outcomes of their project to their school board and conduct one community event highlighting their project.
- Members of the team will continue to grow professionally and help build inter-school relationships by participating in at least one Dinner & Dialogue event or at least one teacher professional development activity sponsored by LSSI.

Proposals should be typed and address each component of the grant application. Grant applications will be reviewed by the LSSI Advisory Board Meetings. Applicants will have an opportunity to re-submit proposals as necessary to address any deficiencies identified in the review process.

Submission dates: Friday, December 6, 2013
 Friday, January 31, 2014
 Friday, February 28, 2014
 Wednesday, March 26, 2014

Please submit your completed application to: Shawn Oppliger at shawn@copperisd.org

School teams are encouraged to work with your team advisor for assistance in developing your proposal. Joan Chadde at 906-487-3341 or jchadde@mtu.edu
 Lloyd Wescoat at 906-487-3341 or lwescoat@mtu.edu

Successful applicants will receive notification of funding upon approval. Funds will be released to the district within 30 days of approval. Schools are expected to provide a full accounting of funds expended by June 12, 2015. School-community teams that do not spend the entire amount requested by June 12, 2015 can request to carryover funds to complete the project.

Successful applicants will receive a packet regarding record-keeping and reporting requirements for the grant funds. This data will be collected to help the Lake Superior Stewardship Initiative meet the reporting requirements of the Great Lakes Fishery Trust and Earth Force grants.

If the project proposal is funded, the school team participants and superintendent of the school district must agree to:

- Implement the project as outlined in this proposal.
- Complete all reporting and record-keeping activities as specified by the Lake Superior Stewardship Initiative, Great Lakes Stewardship Initiative and Earth Force.
- Participate in all evaluation activities as specified by the Great Lakes Stewardship Initiative and the Earth Force evaluators.

Funding for this mini-grant opportunity is made possible by Great Lakes Stewardship Initiative, Wege Foundation and Earth Force.

Lake Superior Stewardship Initiative (LSSI) Mini-Grant Application

School:

Project Title:

LSSI Project Advisor: (choose one) **Joan Chadde** at 906-487-3341 or jchadde@mtu.edu or **Lloyd Wescoat** at 906-487-3341 or lwescoat@mtu.edu

	Name	Subject/Grades Taught	Email
Lead Teacher			
Partner Teachers			

Number of students participating in the implementation of the project: _____

For a student to be considering participating in the implementation of the project, they must participate in a majority of the activities outlined in project proposal.

Description of Project, please address the questions below:

1. What stewardship need does the project address in your community as it relates to the Great Lakes Watershed? How was this need determined?
2. What are specific goals of the project related to student learning?
3. What are specific outcomes of the project for your community and the Lake Superior Watershed?
4. What school improvements goals are addressed by the project?
5. What Great Lakes Literacy Principles are addresses by the project?
6. How will your community partner(s) participate in the planning and implementation of the project?
7. What are specific outcomes of the Professional Learning Community (PLC) related to teacher learning? What are the PLC activities to accomplish the outcomes?
8. How will you assess whether the student learning outcomes have been accomplished?

Community Partners

Name of Organization	Contact Person	Contact Phone	Contact Email

Communication Plan: Create a plan for how your team will communicate the success of your project and the stewardship goals to your school board and your community. Include plans for a community event to communicate the success of your project in addressing your team's stewardship goals and to educate the public concerning the need for stewardship of the Great Lakes watershed.

Proposed Time Line: Provide a timeline for project activities including classroom sessions and related field trips that will prepare students for involvement in the project. (give approximate dates and locations)

Projected Budget for Project: (please include your time as the school match).

NOTE: Great Lakes Stewardship Initiative, the funder of LSSI, **does not** support the funding of computers and computer equipment.

Budget Items	LSSI Grant	School Match (listed on the school's MoP)	Brief Description of Expenses
Staff Time	xxxxxxxxxxxx		
Student Activities and Field Trips			
Sub Costs- for project planning			
Professional Learning Community Activities			
Supplies			
Community Event			
Other			
TOTAL COSTS			

School Memorandum of Partnership (MOP) - the school must submit a completed Memorandum of Partnership for the project period of this application. *(Use attached MOP Form)*

Community Memorandum of Partnership (MOP) - Applicants should include MOPs for any new community partners recruited for the new funding cycle. *(Use attached MOP Form)*

Grant applications should be typed and address each component of the grant application. Grant applications are reviewed on a regular basis during the LSSI Advisory Board Meetings. Applicants will have an opportunity to re-submit proposals as necessary to address any deficiencies identified in the review process.

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Applicants may contact your project team advisor for assistance in developing your proposal.
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