

**OFFICE USE ONLY**Tracking number **22NCP4** \_\_\_\_\_

Date received \_\_\_\_\_ Staff administrator \_\_\_\_\_

☐ eligible ☐ not eligibleRegion: ☐ NW ☐ NE ☐ CENTRAL ☐ METRO ☐ SW ☐ SE

## No Child Left Inside Grant Program 2022 Phase 4 Grants Application

**Instructions:** Please read the complete *Request for Proposals (RFP)* and other associated documents before submitting this application. Do not submit any additional information beyond what is requested in the application. **Applications must be received in the DNR Outreach Grants email account by 2:00 p.m. CST on Thursday, March 10, 2022.** Incomplete or late applications **will not** be accepted. No exceptions. If you are awarded a grant, you will be notified by email regarding next steps in the process. *Applicants should not plan to start any project work prior to June 1, 2022. Project work for Phase 4 Grants must be completed by June 30, 2023.*

**Submit application electronically to:**

[outreachgrants.dnr@state.mn.us](mailto:outreachgrants.dnr@state.mn.us) with the subject line, "Phase 4 No Child Left Inside Grant Application"

**Applicant**

Organization name \_\_\_\_\_

(if applicable) ISD # \_\_\_\_\_ or Charter school authorizer \_\_\_\_\_

(if applicable) Non-profit EIN # \_\_\_\_\_

Organization address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ County \_\_\_\_\_

Contact name \_\_\_\_\_ Title \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

**Organization type** – select one (if none apply your organization is not eligible for this grant)
☐ Non-profit organization ☐ Public school ☐ Tribal school or government ☐ Other public entity
**Funding amount requested** - \$5,000 (minimum) - \$25,000 (maximum) \$ \_\_\_\_\_**Match amount** (approximate, compared to amount of state funds requested)
☐ 1-24% ☐ 25-49% ☐ 50-74% ☐ 75-99% ☐ 100+%
**Educational institution, nonprofit organization, or community group where students are based***Who are the youth that would be served by this grant?*

Name (school, center, etc.) \_\_\_\_\_ (if applicable) ISD # \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ County \_\_\_\_\_

**Who are the youth that would be served by this grant? (continued from page 1)**

Percentage of youth that qualify for free and reduced lunch \_\_\_\_\_ %

How many estimated youth will be reached by this program?

Pre-K \_\_\_\_\_ 1<sup>st</sup> – 4<sup>th</sup> grade \_\_\_\_\_ 5 - 8<sup>th</sup> grade \_\_\_\_\_ 9 - 12<sup>th</sup> grade \_\_\_\_\_**Outdoor location where project will be delivered or implemented (park, nature center, lake, or other outdoor venue)**

Name \_\_\_\_\_ Nearest city \_\_\_\_\_

**Project title** \_\_\_\_\_**Project start date** \_\_\_\_\_ **Project end date** \_\_\_\_\_  
*must be after June 1, 2022* *must be before June 30, 2023***Project summary** - describe your project and the expected outcomes (*use only the space provided*).**Natural resource education or outdoor recreation supported by project (check all that apply)**Refer to the *RFP* for a full list of grant priorities, requirements and eligible activities.

- |   |  |
|---|--|
| <input type="checkbox"/> <b>Education classes</b> that are held outside and use established environmental or natural resource education curriculum    | <input type="checkbox"/> <b>Investigations on water issues or water education</b>        |
| <input type="checkbox"/> <b>Training</b> of teachers, facilitators, mentors or volunteers to deliver environmental or outdoor education or recreation | <input type="checkbox"/> <b>Angling, including high school fishing leagues and clubs</b> |
| <input type="checkbox"/> <b>Safety training:</b> firearms, boat and water, ATV or snowmobile  | <input type="checkbox"/> <b>Hunting or trapping</b>                                      |
| <input type="checkbox"/> <b>Programs at parks, trails, nature or environmental learning center facilities</b>   | <input type="checkbox"/> <b>Shooting:</b> trap, skeet, archery (NASP), etc.              |
| <input type="checkbox"/> <b>Minnesota School Forest Program activities</b>  | <input type="checkbox"/> <b>Paddle sports</b>  |
| <input type="checkbox"/> <b>Outdoor recreation activities with an educational, health, or wellness component</b>                                      | <input type="checkbox"/> <b>Cross-country (Nordic) skiing</b>                            |
|   | <input type="checkbox"/> <b>Biking or hiking at state and local parks or trails</b>      |
|   | <input type="checkbox"/> <b>Snowmobiling or ATV riding</b>                               |
|   | <input type="checkbox"/> <b>Other (please describe)</b> _____                            |

## **Description of Project**

**A. Need:** Explain why there is demand for this project or why it is necessary. *(Use only the space provided).*

### **B. Project goal and objectives:**

- 1) Based on the need for this project, outline your goals and learning objectives in specific detail.
- 2) Describe how your project will meet these goals and objectives.
- 3) Does your project pilot or test new and innovative ways of reaching youth and get them outdoors?

**C. Target audience:** Describe how your project maximizes the number of participants, especially from new, diverse, underrepresented, and underserved audiences with limited opportunities. *(Use only the space provided).*

**D. Program design:** Describe your program design, addressing the items below. *(Use only the space provided).*

- 1) Identify literature and examples of other successful projects that led to your project design and approach. Identify in detail the methods that will result in meeting stated objectives.
- 2) Is your project a single “one and done” experience or does it provide a multi-session, scope and sequence type learning opportunity?

**E. Project sustainability and extensions:** What is your plan to continue the project once the grant is over? How will you extend the results of your project and share with colleagues and other similar organizations that can learn from your project? *(Use only the space provided).*

**F. Project evaluation plan:** Summarize how you will evaluate the project to determine whether it has been successful – how you will track participants, what you will measure, what is the starting point for measurement, and how you will document and verify the results. *(Use only the space provided).*

### Project Work Plan

Use the following format to develop a work plan that describes how you will deliver and evaluate your program, including timeframes. If awarded a grant, **this work plan and budget will be incorporated into your grant agreement.**

**Organization** \_\_\_\_\_

**Project title** \_\_\_\_\_

**Goal statement** – Identify the purpose and expected outcomes of the project – why is this project necessary and what is it you hope to achieve. *(Use only the space provided).*

**Tasks** – Outline the key steps (tasks) to implement the project and the necessary actions (subtasks) to implement each step. There is no minimum or maximum number of tasks a project must have. The two tasks that **must** be included are **Evaluation** and **Reporting**. For each subtask, identify the timeframe, responsible party, and estimated funds.

*Sample work plan task table can be found on page 9 in the RFP*

Task number	Task name	Sub-task	Description of tasks	Person(s) responsible	Timeframe	Grant funds used	Match applied	Total cost

### Budget Worksheet

**Budget** – Enter your projected costs in each applicable cost category in the tables below (State funds, Cash match, and In-kind match). Some projects won't have costs in all categories. Match may be in the form of cash or in-kind labor, materials, etc.

Important: Costs incurred prior to the start date of the grant agreement are not eligible for reimbursement or match. Please refer to the *RFP* for a full list of grant requirements, limitations and eligible costs.

Estimated Funding:

- a. State (amount you are requesting from MN DNR)     \$ \_\_\_\_\_
- b. Applicant (funding from you)                             \$ \_\_\_\_\_
- c. Local funding from other sources (non-applicant)     \$ \_\_\_\_\_
- d. In-kind (labor, materials, etc...)                         \$ \_\_\_\_\_
- e. Total project cost     \$ \_\_\_\_\_

Estimated Budget detail – itemize the project budget in the tables below.

State-funded budget items (detail for item "a" above)	Item cost	# Items	Total cost
<b>State total</b>			

Cash match items (detail for items "b" and "c" above)	Item value	# Items	Total value
<b>Cash match total</b>			

In kind labor services match description (detail for item "d" above) <i>volunteer labor = \$24.03/hr.</i>	Item cost/ hourly rate	# Items/hrs.	Total value
<b>In kind total</b>			

**Project Grand Total** \_\_\_\_\_  
(state funds, cash match, and in-kind match combined)