



Hampton Roads Environmental Education Mini-Grants

Your completed and returned summary form will be submitted for consideration for the Project of the Year Award. If selected your project will be recognized at the regional environmental education conference.



HAMPTON ROADS TEACHERS (K –12) AND YOUTH ORGANIZATIONS ARE ELIGIBLE

The Hampton Roads Environmental Education Teams (HR STORM, HR WET and HR CLEAN) offer environmental education mini-grants of up to \$250. The mini grants are intended to provide supplemental funding for environmentally-related projects. The grants may fund the entire project, or be used to supplement a project that requires more funding than is available. (Funds may be available for the purchase of waste or recycling containers if a recycling contract or service is in place. Funds will not be available for monthly operational costs.)

All Hampton Roads school teachers (K--12) and youth leaders / organizations are eligible. All projects should be specifically tied to topics such as:

- | | |
|--|--|
| <input type="checkbox"/> Waste reduction | <input type="checkbox"/> Watershed Education |
| <input type="checkbox"/> Water conservation | <input type="checkbox"/> Soil erosion |
| <input type="checkbox"/> Recycling and the 3 R's | <input type="checkbox"/> Habitat restoration/creation/beautification |
| <input type="checkbox"/> The water cycle | <input type="checkbox"/> Waste or water audits |
| <input type="checkbox"/> Pollution prevention | <input type="checkbox"/> Waterwise Landscaping |
| <input type="checkbox"/> Litter prevention | |

HOW TO APPLY

The complete application package and online forms can be found on the HRPDC web site at: <http://www.hrpdc.org/EnvEduScholar.shtml>. If you complete and submit the form online, you will need to mail or fax a copy of the completed signature page before your application can be considered for approval. Fax or mail the complete application to the Hampton Roads Planning District Commission, 723 Woodlake Drive Chesapeake, Virginia 23320, fax: (757) 523-4881, Attention: HR³ Mini-Grant.

WHAT TO DO

List the objectives and supporting activities to show how the mini-grant will help you accomplish your project's goal. We encourage projects that are new to you and to your organization. Include a complete itemized budget for known and anticipated expenses. If the total project cost exceeds \$250, consider supplementing the award money with donated materials or services, or using the award money in addition to your organization's regular budget.

There is no deadline for applications. Applications are accepted year round as long as funding is available. Applications submitted by the 15th of each month will be responded to by the 15th of the following month.

Your principal or organization's director must review and sign the application before it is submitted.

BE CREATIVE

Some possible activities to consider:

- Create a school or neighborhood newspaper, website, or poster contest promoting waste reduction.
- Conduct a facility water conservation, recycling or stormwater audit.
- Develop an outdoor nature trail, stormwater-wise or water-wise garden on your school grounds with signage detailing environmental efforts.
- Develop a recycling center or composting area on your school, church, or meeting facility grounds.
- Hold a stormwater awareness, waste or a water conservation awareness day or fair.
- Research the history of solid waste practices in Hampton Roads and develop awareness.
- Visit local Hampton Roads facilities: steam plants; refuse derived fuel plants, recycling facilities, etc. to learn and report on the trails of your trash and treasures.
- Conduct a litter free event.
- Study the habitat of stormwater ponds and the route water takes from your school grounds or neighborhood to the Chesapeake Bay or other body of water.
- Study marine life that exists in the nearest creek or body of water and compare it to the state wildlife list, or what affects litter and pollution can have, or the effects of algae booms.
- Create a photo journal: a day in the life of a local watershed, the water cycle and or local pollution cleanup events.
- Purchase additional curriculum materials to support a project related to water conservation, waste minimization or litter prevention, and pollution or stormwater management.
- Beautify an entrance or front of a public building with a cleanup and water wise landscape.
- Write or develop an educational play or other interactive theatrical production to teach water quality, water conservation, and waste reduction or litter or pollution prevention.
- Research coastal habitat and watershed restoration.
- Conduct a litter cleanup campaign on the campus.
- Map an area and study stormwater runoff effects (pollution) with and without BMPs.
- Fulfill badge requirements.

AWARD PROCEDURE

Applications submitted by the 15th of each month will be reviewed and responded to by the 15th of the following month. You will receive notification via a letter. If your application is approved, you will receive your mini-grant along with your acceptance letter and summary form.

Important: Accepting a mini-grant award indicates your understanding that you will complete and submit the project summary form, including sending in copies of receipts, upon completion of your group's project. Photos are also encouraged. Your group will be recognized on our web site. Please direct questions to:

Environmental Education
Hampton Roads Planning District Commission
723 Woodlake Drive, Chesapeake, Virginia 23320
(757) 420-8300



Environmental Education Mini-Grant Application

Please read all questions before responding. Applications must be legible and completed in full.

Project Title:

Amount Requested:

Teacher or Leader's Name:

School or Organization Name & Complete Address:

Contact Telephone No.:

Contact Fax No.:

Email Address:

Tax ID# (required for reporting any money awarded):

Subject/Grade Level/Age Range of Group:

Number of Children Involved in the Project:

Goals and Objectives:

What best describes your project? (Check as many that applies)

- | | |
|--|--|
| <input type="checkbox"/> Waste reduction | <input type="checkbox"/> Watershed Education |
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| <input type="checkbox"/> The water cycle | <input type="checkbox"/> Waste or water audits |
| <input type="checkbox"/> Pollution prevention | <input type="checkbox"/> Waterwise Landscaping |
| <input type="checkbox"/> Litter prevention | |
| <input type="checkbox"/> Other: (explain) _____ | |

Please provide a detailed breakdown of your project's budget. (Indicate if you are receiving or applying for additional funds and if so, from whom and how much. List name and contact information of the recycling contractor if applying for recycling program materials.) Use additional pages as needed.

- Materials (tools, plants, etc):
- Educational Resources (Books, curriculum, visual ads, etc.):
- Other:

Project Timeline (include start date, event date, end date, and summary submission date):



Signature Form

Please fill complete following information. A completed signature form is requested with all applications.

Project Title: _____ Amount Requested: _____

Teacher or Leader's Name: _____

By affixing my signature, I certify the following:

- All information contained in this application is correct.
- I have reviewed the proposal with my school principal / or organization's director.

As a condition of accepting the mini-grant money, I understand that I will be required to complete and submit the project summary form upon completion of the project. The anticipated completion date of this project is _____. I will submit a summary report within 14 days of completion.
(Month/Year)

I grant HR CLEAN, HR WET, HR STORM the right to use this proposal and the results of this project, if funded, for public information.

Your Signature _____ Date _____

Principal or Organization Director's Signature _____ Date _____

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Please Note: If the award does not cover the entire cost of your project, you will need to arrange for additional funding.

Complete and mail or fax to HRPDC, Attention:

**HR³ Mini-Grant
723 Woodlake Drive
Chesapeake, VA 23320
FAX: (757) 523-4881.**



Project Summary Form

Please complete the below form at the conclusion of your project. Additional pages may be added.

Project Title: _____

School / Organization and Teacher / Leader's Name: _____

Project Outcome (Lessons learned, successes, results, number of youth involved, etc.):

If applicable, how many volunteers participated and for how many hours did they volunteer?

What did the students enjoy the most of this project? _____

How could a similar project be improved? (Lessons learned, etc.):

Include copies of your receipts, any photos, materials, or program information available on your mini-grant program. Pictures received could be displayed on the websites.

Please fill out and mail or fax to HRPDC, Attention: HR³ Mini-Grant, 723 Woodlake Drive, Chesapeake, VA 23320, FAX: (757) 523-4881 *Thank You!*

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