The Upper District's Water Education Grant Program awards grants of up to $1,000 for the purpose of bringing water-related projects and programs into K-12th grade classrooms.

Purpose

The purpose of the grant program is to fund classroom or school projects that further a better understanding of water and the important role it plays in Southern California. Through this program, water-related environmental issues, including the integral role water plays in the global community, can be examined. It supplements classroom efforts by providing additional funding for creative classroom projects.

Who Can Apply?

Any K-12th grade educator that teaches at a licensed school within the boundaries of the Upper District is eligible to apply for a grant. If you have questions regarding a school's eligibility, please call the Upper District office at (626) 443-2297.

Project Focus

- Projects must focus on water or water-related subjects. Examples of grant projects include but are not limited to: examining various properties of water, experimenting with water quality, studying how climate change effects water availability, or researching how pollution impacts water sources.
- Projects may be integrated into one or multiple disciplines. Examples include, but are not limited to: math, social studies, biology, the arts, etc.
- Projects may take one or multiple forms. Examples include, but are not limited to: writing assignments, conducting experiments, building models, creating a video or artwork, etc.).

Grant Award Amounts

Grants of up to $1,000 will be awarded. The number of grants awarded annually will vary based on the number of applications submitted, amounts requested, and quality/feasibility of proposed projects.

Conditions

- ✓ Grant funding may only be used for grade(s) K-12th grade projects/programs.
- ✓ Teachers may apply individually or as a group.
- ✓ Teachers are limited to one grant award per project, per year.
- ✓ School administrators can apply on behalf of their teachers.
- ✓ A maximum of $1,000 per grant may be awarded.
- ✓ Grant funds must be used for materials or other direct costs associated with the proposed water-related project as listed in the budget section of the grant application.
- ✓ Grant funds cannot be used for payment of salaries or teaching stipends.
- ✓ Grant funds cannot be used for computers, tablets, or other similar electronic devices.
- ✓ Grant recipients cannot re-apply for grants in subsequent years for the same project.
- ✓ Grant applications and all grant related documentation must be submitted by scheduled deadlines in electronic copy (sent via email, Dropbox, or Good Docs).
- ✓ Final grant documentation must be submitted by the Project Completion deadline and include:
  - A brief (1 page or less) written project summary (saved in MS Word format).
  - A minimum of 5 color photos (saved in jpg format) highlighting the project. Photos must be saved as individual jpgs (no slide shows) and not embedded into the written project summary.
  - Receipts of all project-related purchases. Receipts must show date of purchase and have a combined total of at least the amount of grant funding spent (receipts can show more than the amount of grant funding).
  - A check for any unused portion of awarded grant funding.

Program Steps

1. Complete a Water Education Grant Program application. Limit responses to the space provided.

2. Describe the project, listing the project activities and objective(s). Include the benefits that students or others will experience from undertaking the proposed project.

3. Submit an itemized budget for project needs and anticipated expenses. Award amounts may be granted for any amount requested, up to a maximum of $1,000. Funds must be spent for items specified in the application and for the specific project listed in the grant application. No changes to grant applications will be accepted after the application deadline. Applicants will be required to submit copies of all relevant receipts.

Application Review

Submitted applications will be reviewed by staff and grants awarded using the following criteria:
✓ Does the proposed project offer a better understanding of water and the important role it plays?
✓ Does the proposed project actively engage students in the learning process?
✓ Are the proposed project objectives clearly defined?

First round of grant applications due by November 12, 2021.
Grant funding will be awarded on a first-come, first-served basis while funding is available.

Application Submittal

Completed applications must be submitted in electronic format either through email or providing a link to the uploaded application in either Dropbox or Google Docs. Printed or faxed hard copies of applications will **NOT** be accepted.

➢ Email completed pdf or send Dropbox or Google Docs link to: Patty@usgvmwd.org.
➢ Type "WEGP" in the subject line.

*Applications *MUST* include a working email address for the contact person.*

If you do not receive an email confirming receipt of your application within 7 business days after submittal, please contact the Upper District via email at Patty@usgvmwd.org or via phone at (626) 443-2297. Please retain an electronic copy of your application for your records.

The Upper District is not responsible for lost or missing applications, or for any delays in the delivery of applications. Applications received after the submittal deadline will be disqualified.

Timeline

November 12, 2021 - First Round of Grant Applications Due.

June 16, 2022 - Project Completion Date.
All documentation must be received (not postmarked) by 4:00 pm and be provided in electronic format (email, Dropbox, or Google Docs). **Printed or faxed hard copies will not be accepted**. Documentation must include:
- A brief (1 page or less) written project summary (saved in MS Word format).
- A minimum of 5 color photos (saved in jpg format) highlighting the project. Photos must be saved as individual jpgs (no slide shows) and not embedded into the written project summary.
- Receipts of all project-related purchases. Receipts must show date of purchase and have a combined total of at least the amount of grant funding spent (receipts can show more than the amount of grant funding).
- A check for any unused portion of awarded grant funding.

For Questions

Please contact Patty Cortez at (626) 443-2297 or visit https://upperdistrict.org/water-education-grant-program.

WATER EDUCATION GRANT PROGRAM
2021/2022 K- 12TH GRADE PROGRAM APPLICATION

PLEASE TYPE, do not handwrite, responses. Incomplete applications will not be considered. Completed applications must be saved as a pdf document and submitted via email, Dropbox, or Google Docs link sent to Patty@usgvmwd.org. Type WEGP in the email subject line. **Applications MUST include a working email address** for the contact person. If you do not receive an email confirming receipt of your application within 7 business days after submittal, please contact Upper District by email at Patty@usgvmwd.org or via phone at (626) 443-2297. Upper District is not responsible for lost or missing applications, or for any delays in the delivery of applications.

First Round of Applications Due by November 12, 2021.
Grant funding will be awarded on a first-come, first-served basis while funding is available.

Contact Person's Name _____   Date _____

School Name _____   School District _____

School Physical Address _____

School Mailing Address _____

School Phone # _____   School Fax # _____

Contact Person's Email _____   Contact Person's Phone # _____

Project Title _____

Approx. #of Students Involved w/ Project _____   Grade Level(s) Involved w/ Project _____

Description of Project

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Project Objectives

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Benefit to Students and Others

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Budget

Please list projected expenses in detail. Awarded funds are to be spent only on the specific items listed in this application. Copies of receipts for all items purchased with grant funds must be submitted with final report.

Item	Estimated Cost

Total Amount Requested (Max. $1,000) _____   Total Project Cost _____

> By completing and submitting this application, the applicant acknowledges that they fully understand and accept that grant awardees will be required to:
> a) Sign a grant award agreement and have the principal of the school, where the funding will be used, also sign the grant agreement.
> b) Spend any/all awarded grant funds only on the project budget items as specified within the completed grant application.
> c) Submit all documentation as described within the grant agreement by the listed project deadline.
> d) Return any unused grant funds to the Upper District by the listed project deadline.