



## COVER PAGE

Prior to completing this application form, please review "Project Guidelines and Requirements" which can be found on the Ocean Guardian School "Apply Now!" webpage.

**PLEASE NOTE:** *The PDF application form requires Adobe Acrobat. If you do not have Adobe Acrobat, here is a free version of Adobe Acrobat.*

*In order to fill out and save the form, you must FIRST download the PDF document to your desktop, save it to your desktop and then open it with Adobe Acrobat, as opposed to opening the form via your browser window.*

### INSTRUCTIONS:

1. Download and save the application form to your computer. Open up the application on your computer.
2. Complete the application form that you have saved on your computer. Press <Tab> after each response.
3. Save your completed application form on your computer.
4. **EMAIL your completed application to the appropriate address below.**  
**Applications must be submitted by JULY 1.**

#### **Applications for participation WITH funding:**

California, Alaska schools  
naomi.pollack@noaa.gov

Washington, Oregon schools:  
Jacqueline.laverdure@noaa.gov

Florida, Texas schools:  
amy.clark@noaa.gov

North Carolina schools:  
shannon.ricles@noaa.gov

Hawaii schools:  
allen.tom@noaa.gov

#### **Applications for participation WITHOUT funding:**

ALL schools:  
naomi.pollack@noaa.gov



**ALL Applications must be submitted via email by end of day, JULY 1, 2021**

**Date**

[MM/DD/YYYY]

**School Name**

**School Address**

**City**

**State**

**Zip Code**

**County**

**What is the name of the watershed in which your school is located?** (Be as specific as possible.)

**School District**

**Is your school Title 1? YES      NO      Percent of school on free/reduced lunch:**

**Has your school applied for an Ocean Guardian School grant prior to this application?**

**YES      NO**

**If YES, in the box below, please list application date(s) and indicate whether you received funding.**

**If YES, is this current project proposal a continuation of a previously funded project or is this a new project that falls under a new pathway?**

**This project is a continuation of a previously funded project.**

**This is a new project that falls under a new pathway.**

NOTE: If you are applying for a continuing 4th or 5th year, please answer question on page 7.

**School Principal**

**Lead Teacher \*\***  
(one contact only)

**NAME**

**PHONE**

**EMAIL during  
school year**

**EMAIL during  
summer**

**\*\* Although we ask for contact information for one Lead Teacher, we understand (and encourage) that a team of teachers may be involved in the project.**



## PROJECT INFORMATION

1. This application is for participation      **WITH funding**      **WITHOUT funding**

If you are applying for funding, how much are you requesting?

*This amount should equal the "Total Budget Requested" on your Budget Form*

**Who will be *directly participating* in your proposed project, e.g., the entire student body, a grade(s), a class(es), a student club?**

2. List the specific grade level(s) that will be directly participating in the project
3. Number of classes directly participating in the project
4. Number of students directly participating in the project
5. Number of teachers directly participating in the project
6. Total number of students in entire school
7. If you are a high school, are your participating students carrying out the project as part of a  
specific class(es)      school club      school-wide project      other
8. **Were any students involved in developing your project proposal and if so, how were they involved?** Examples of student involvement include: identifying the environmental issue that your proposed stewardship project addresses, developing project activities, developing the budget, talking to administration or others about the project, etc.

9. **PROJECT PATHWAY:** Choose the ONE project pathway that best connects to your proposed project.

Marine Debris

Schoolyard Garden/Habitat

Energy & Ocean Health

Watershed Restoration

6Rs - Rethink/Refuse/Reduce/Reuse/Rot/Recycle

**10. PROJECT CLEARANCE:** Upon notification that your school has been accepted to participate in the Ocean Guardian School program, your school must be ready and able to move forward with its Ocean Guardian School project as described in this application. At the time you submit your application, your school must have received all necessary permits and/or permissions from school and/or other officials. **Please tell us which officials have provided permission for your proposed project to take place. CHECK ALL THAT APPLY.**

School Principal

City Officials

City/County/State National Parks

School District

County/State Officials

Other clearance:



For continuing (year 2+) projects, please make sure to communicate in the appropriate boxes below plans to further develop the project in this next year.

## PROJECT DESCRIPTION

**1. WHAT issue(s) does your project address that is affecting the health of your watershed and/or the ocean?**

**2. HOW does your project address this issue(s) and in turn, help to protect the health of your local watershed and/or the ocean?**

**3. WHAT will your students accomplish during the school year?**

**4. WHO is involved in the project from the school and/or community?**

**5. WHERE is the project taking place?**

**6. Please briefly describe your plan to continue project activities IF you were to experience pandemic-related challenges during the 2021-2022 school year (e.g., restrictions to field trips, community-based field work, school assemblies, etc.)**



**PROJECT TIMELINE & OUTCOMES:** Enter the main project activities and related outcomes in the table below. (No more than 7)

*Do not include your Project Intro Presentation and/or your Wrap-up as project activities.*

- **TIME PERIOD/DATE** - When is the project activity taking place?
- **ACTIVITY/EVENT** - What is the project activity that is taking place?
- **OUTCOME** - What is the desired goal you hope to achieve from the activity?

Sample answers are in the first row of the table.

TIME PERIOD/ DATE	ACTIVITY/EVENT	OUTCOME
September	Green Team conducts first of three waste audits in 4 designated recycle and landfill bins in the cafeteria and out on the playground. They will audit single use plastic items in all bins.	Students learn how to conduct waste audits using specific protocol. Baseline data will be collected on number of single use plastic items being disposed of in each type of bin.



**MEASURABLE DATA: What measurable data will you collect during your project?**

CHECK ALL THAT APPLY from the pathway lists below. Include any additional data items in the answer box at the bottom of the page that are not listed below, but are specific to your project.

\* Please note: For those activities marked with an asterisk \*, at the end of the year you will be asked to report on the estimated number of total hours your students have participated in those activities.

**GARDEN/HABITAT/RESTORATION Activities**

- # of native or fruit trees planted \***
- # of native perennials/annuals/grasses planted \***
- # of rain barrels installed**
- Square meters planted with native or fruit trees \***
- Square meters of non-native invasive plants removed\***
- Square meters of turf removed \***
- Linear meters of bank stabilization \***
- Kilograms of compost made from school food/garden waste**
- # of wildlife habitat structures installed of storm drains stenciled \***
- Liters of water reclaimed from use of water catchment system**

**RETHINK/REFUSE/REDUCE/REUSE/ROT/RECYCLE Activities**

- # of recycling bins installed**
- # of compost bins installed**
- Kilograms of trash removed from school campus or community \***
- Kilograms of compost made from school food/garden waste**
- # of reusable bottles distributed**
- # of reusable bags distributed**
- # of single use plastic bottles not used due to reusable bottles used at a water hydration station**

**ENERGY & OCEAN HEALTH Activities**

- # of native trees planted \***
- # of LED or energy saving light bulbs installed**
- # of Energy Smart power strips installed**
- Total energy savings - include units of measure**
- # of bike-to-school days**

**OTHER MEASURABLE DATA ITEMS not listed above that you plan to monitor for your stewardship project:**



## PROJECT OUTREACH

During an Ocean Guardian School project year, students are expected to have opportunities to engage in both internal and external outreach activities. **Internal outreach** activities are focused on communicating Ocean Guardian School projects and related environmental issues *within* the school community - to other students, teachers, staff, as well as to family and friends. **External outreach** opportunities are focused *outside* the school community - to the local community and beyond. Internal and external activities can include both written and verbal communications. **Year 1 schools are required to engage students in *only* internal outreach activities. Continually funded projects (years 2+) must also include external outreach strategies.**

### 1. Describe your project's *internal* outreach strategy

Examples of internal outreach activities include but are not limited to: STUDENT posters or art work displayed on school campus; STUDENT created bulletin boards; STUDENT written articles for the school paper, e-newsletters or school website; STUDENT presentations to other classes at school; STUDENT-created PSA or videos; STUDENT presentations to parent-teacher organizations, etc.

### 2. Describe your project's *external* outreach strategy

Examples of external outreach activities include but are not limited to: STUDENT letters or articles written to local papers; STUDENT communications to political representatives, business leaders, community organizations; STUDENT presentations at conferences or community events; STUDENT presentations to City Council or local governmental agencies; STUDENT presentations to students at non-Ocean Guardian Schools, School Board/District, School Site Council; STUDENT-created educational information distributed to community neighborhoods, businesses, etc.; STUDENT produced PowerPoints, videos, plays, songs, etc. presented to community audiences, etc.



### **ACKNOWLEDGING the Ocean Guardian School Program**

It is extremely important that you acknowledge the Ocean Guardian School program when carrying out any outreach/communication tasks. This can be done by using the official Ocean Guardian logo on any digital or physical products you share, mentioning the grant program in presentations/communications, etc.

**Outline below the ways in which you will acknowledge the Ocean Guardian School program in your outreach efforts.**

### **4th and 5th YEAR APPLICANTS**

**If you are applying for a 4th or 5th year of funding, describe ways in which your project is becoming integrated into the school and becoming a sustainable part of the school's activities/policies/culture. Describe how the stewardship related changes at your school will be sustained after your grant funding has ended.**



Complete this form and include it with your application. Show an itemized list of expenses. Be as detailed as possible. Funds are available for a variety of items including, but not limited to: project supplies; field trip costs (transportation, entrance fees, etc); stipends; and technology equipment. **Field trips** are intended to supplement the project activities and learning opportunities, and are limited to 30% of the total budget. **Stipends** are available for teachers, staff, parents, custodial staff, cafeteria staff, and community partners, and are limited to 30% of total budget.

*The first line item is an example and will not be calculated as part of your budget.*

**IMPORTANT NOTICE:** Before you finalize your budget, please confirm the details with your school administration and district. To avoid delays in retrieving your funds, please determine how you will access your grant funds - who will be in charge of approving purchases and distributing your funds throughout the school year.

Enter the numeric values without commas or the \$ sign. After entering the values in each column, press <TAB> key. After the final column "Amount Requested From Ocean Guardian," press <TAB> key and the amount will be automatically calculated in "Total Budget Requested" at the bottom of each page.

BUDGET ITEM (Item, Quantity, Cost/item)	TOTAL AMOUNT	AMOUNT FROM OTHER SOURCES	AMOUNT REQUESTED FROM OCEAN GUARDIAN
X			
X			
X			
X			
X			
X			
X			
X			
X			
X			
X			
X			
X			
X			
Total Budget includes both pages if needed	<b>TOTAL BUDGET REQUESTED:</b>		

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