

Oklahoma Ag in the Classroom/Oklahoma Pork Council Grant

Oklahoma Ag in the Classroom is pleased to request grant proposals from educators to expand agricultural literacy in Oklahoma schools. Funding for these grants has been made available through the Oklahoma Pork Council. Grants will be awarded in amounts up to \$300 each. Proposals are accepted on a perpetual basis and funded based upon project merit and the availability of funds. Please plan ahead, as funds run out early each semester.

Project objectives must support the use of the Oklahoma Ag in the Classroom program in the overall classroom curriculum. Because the primary purpose for this grant is to encourage use of the Oklahoma Ag in the Classroom program, grant proposals must include a list of Oklahoma Ag in the Classroom lessons that will be used.

WHO MAY APPLY FOR THESE GRANTS?

Grants are available to preK-8 educators in Oklahoma working in public or private schools and to educators who work with students, grades K-8, in nonformal educational settings, e.g., after school programs, alternative education programs, 4-H clubs, etc.

HOW OFTEN MAY I APPLY FOR GRANTS?

There is no limit to the number of grants for which one educator may apply, as long as a report for each grant is submitted in a timely fashion. Teachers within the same school are encouraged to work together on grant projects in order to get maximum benefit from the funding.

WHAT ARE SOME ACCEPTABLE USES FOR GRANT FUNDS?

Note: All activities must be linked to one or more specific Oklahoma Ag in the Classroom lessons. Activities from the "Food and Fun" section are also acceptable, as long as at least one full lesson is also included. The following is a list of acceptable uses for the funding, but other requests will be considered so long as they meet the grant criteria.

- Teaching supplies for use in teaching Oklahoma Ag in the Classroom lessons. Oklahoma Ag in the Classroom and the Oklahoma Pork Council support the promotion of healthy food choices for students. When requesting food items, please consider the health benefits of the foods you are offering your students.
- Children's books about agriculture. (Include book titles and explain how the books will be used to enhance the teaching of particular Ag in the Classroom lessons.) Please keep in mind that the primary purpose of this grant program is to support the Oklahoma Ag in the Classroom program. For that reason we will not fund requests to purchase curriculum from another program.
- Materials and equipment used primarily by students in hands-on activities as opposed to equipment which will be used primarily by the teacher.

WHAT KINDS OF PROPOSALS ARE MOST LIKELY TO BE FUNDED?

- Projects whose aim is to incorporate Oklahoma Ag in the Classroom into the curriculum on a regular basis throughout the school term, e.g., purchasing materials to conduct OAITC lessons.
- Proposals from applicants who have attended an Oklahoma Ag in the Classroom training.
- Projects that are innovative and inter-disciplinary, with a strong emphasis on hands-on and visual learning.
- Projects that include a partnership with the agricultural community beyond the school classroom. Partners might include the local Oklahoma Cooperative Extension Service educator, an agricultural agency such as Oklahoma Farm Bureau, Oklahoma CattleWomen or other related group. For information about potential local partnerships, contact your local Oklahoma Cooperative Extension Service office, listed under county government in the telephone directory.

Note: Landscaping or school beautification projects will be funded only if they are permanent, students are directly involved, and a direct correlation with classroom learning objectives and the Oklahoma Ag in the Classroom curriculum can be demonstrated.

HOW DO I APPLY?

Complete the application on the following pages, and submit it to the Oklahoma 4-H office at OSU in Stillwater. It is important that you use the most current application available on the website because the form changes from time to time. Please don't leave anything out. Since we have kept the form simple, everything is important. Completing the form properly helps insure your application will not be delayed. A sample proposal is available on the website

You may send the application electronically or put it in an envelope and mail it. The address is at the bottom of the cover sheet. If you send it electronically, please print a copy of the signature page only, acquire the necessary signature and put that page in the mail. The application will not be considered complete until we receive the signature page; however, we will go ahead and begin reviewing the application as soon as we receive it electronically.

HOW DO YOU DECIDE WHICH GRANTS WILL BE APPROVED?

A panel of judges reviews each application. The review team includes representatives from the funding agency and other commodity groups, the OAITC staff, and the educational community. Most proposals are funded, as long they fit the criteria outlined here and as long as funding is available. We want to fund your projects, so if we see problems, we may contact you and ask you to revise. Funding is limited, so get your applications in as early as possible. Funding cycles correspond with school semesters.

HOW WILL I KNOW IF MY PROPOSAL HAS BEEN ACCEPTED?

Applicants will be notified of the judges' decision no more than 60 days after the date the application is received. If there are problems, you will have the opportunity to revise and resubmit your proposal. Grant checks are delivered to recipients by a representative of the Oklahoma Pork Council. Please allow two weeks from the time you receive your notification letter before contacting us if you have not received your check.

WHAT ARE MY RESPONSIBILITIES?

The project must be concluded and a report submitted within nine months of the date of the notification letter. At that time, the grant contact must submit a written report showing how the funds were used, the number of persons involved, and the impacts and outcomes of the project. A report form is available from the OAITC website. www.agclassroom.org/ok

Failure to submit a report within the required time period will disqualify the applicant from any further grant funding from this program. Please contact us if conditions arise that cause delays in reporting.

PHOTO REQUIREMENTS

Three or more photographs showing youth involvement should be submitted with the report along with a photo release form for each minor shown in the photos. A photo release form is included with the report form. Photos become the property of Oklahoma Ag in the Classroom and may be used for reporting to the Oklahoma Pork Council and for promotional purposes, principally on the OAITC website. Photos posted on the website will be posted without identifying minors or specific locations.

Because photos will be used for promotional purposes on the OAITC website, **DIGITAL PHOTOS MUST BE SENT ON CDs** and not as prints. Digital photos printed to regular paper do not scan well and are not acceptable for use on the website. Photos processed through traditional processing methods are acceptable, as they can be scanned. The cost of photo processing for reporting purposes can be included in the total project budget. Please make sure photos include students actively participating in project activities.

Oklahoma Ag in the Classroom and its partnering agencies, in compliance with Title VI and VII of the Civil Rights Act of 1964, Executive Order 11246 as amended, Title IX of the Education Amendments of 1972, Americans with Disabilities Act of 1990, and other federal laws and regulations, does not discriminate on the basis of race, color, national origin, sex, age, religion, disability, or status as a veteran in any of its policies, practices or procedures. This includes but is not limited to admissions, employment, financial aid, and educational service.

Grant Application Form

If you are applying electronically, please print off this page, acquire the necessary signatures and put this page only in the mail. We will go ahead and begin reviewing the electronic application. However, **the application will not be considered complete until we receive this signed page in the mail.**

Name of contact person for the project: _____ Date of application _____

Address: (home) _____ City: _____ Zip: _____

Home Phone: _____ School Phone: _____ E-mail Address: _____

Name of School: _____

School Address: _____ City: _____ Zip: _____

Have you ever attended an Oklahoma Ag in the Classroom Training? _____ If so, where? Please check all that apply.

Onsite OAITC training at my school.

A workshop in a location other than my school.

A summer tour.

An institute at OSU.

Amt. Requested: _____

Name of agency or account grant check is to be made payable to, if awarded: _____

Brief explanation of how funds will be spent: _____

Statistical Information:

Number of targeted participants expected to be involved: _____

Ages of participants expected to be involved: _____ Grades of participants _____

Race/Ethnic background of participants (Optional)

African-American

Asian-American

Caucasian-American

Hispanic-American

Native-American

I understand that a final report must be submitted to Oklahoma Ag in the Classroom within six months following the date of notification the proposal has been accepted.

Signature of contact _____ Date: _____

Signature of administrator: _____ Date: _____

Attach the application as an email to pat.thompson@okstate.edu or mail to:

Pat Thompson/ Oklahoma Ag in the Classroom Grants / Oklahoma 4-H Programs / 205
4-H Youth Development Building / OSU / Stillwater, OK 74078

Project Proposal

Please answer the following questions and limit your responses to no more than two total pages.

What do you hope to do with these funds (brief summary of the project).

What are the goals of this project?

How do you plan to measure the success of the project?

How will this project help incorporate the use of Oklahoma Ag in the Classroom in your total curriculum? List specific Oklahoma Ag in the Classroom lessons and activities from the Oklahoma Ag in the Classroom website, www.agclassroom.org/ok. Because the lessons are all P.A.S.S.-aligned, you must include at least one lesson (“Lessons” link). In addition, you may request materials for conducting activities from the “Food and Fun” link.

If you plan to involve outside partners as resources, please describe how that will be done.

How will you recognize the granting agency (Oklahoma Pork Council and Oklahoma Ag in the Classroom)?

Do you expect to receive any other funding, donated items, or in-kind resources? (Your project will not be reduced by this amount nor is match required for funding.)

Project Budget

Include expenses for this project, (No more than \$300 per proposal.) and show how the expenses will support use of Oklahoma Ag in the Classroom lessons and activities. No more than \$300 per proposal. Please request only what you will need so we can fund as many projects as possible.)

OAITC Lessons (must include at least one lesson) and Activities	Materials Needed (including books)	Estimated Cost

Total expenses from table above: _____

Additional expenses (Please explain how these expenses support teaching of the lessons.)

_____	_____
_____	_____
_____	_____

Total expenses _____