

# MONTANA WILD

MONTANA FISH, WILDLIFE & PARKS

## AUGUST 2014- JUNE 2015 SCHOOL YEAR TRANSPORTATION & LODGING GRANT APPLICATION FORM Grades 4<sup>th</sup> – 12<sup>th</sup>



FWP is offering Montana outlying school districts grant funds to visit the new Montana WILD - Education Center located at Spring Meadow Lake State Park in Helena, MT. Grants are for transportation and/or lodging costs only. The goal of this grant program is to assist “outlying” schools to come and learn at Montana WILD.

### GRANT CRITERIA & GENERAL INFORMATION

- ✓ Students must be in grades 4<sup>th</sup>-12<sup>th</sup>, unless, (1) it is a small rural school with a combined classroom or (2) the teacher has completed a *Growing Up Wild Training*.
- ✓ To apply for the grant a school must: Be an “outlying” school (50 miles, one way from Helena)
- ✓ To qualify for lodging reimbursement, schools must be located more than 150 miles (one way from Helena). Lodging reimbursement is \$20 /student.
- ✓ Total transportation and lodging reimbursement combined is limited to \$2,500 per school.
- ✓ **The deadline for this grant is March 15th, 2014.**
- ✓ Schools will be notified on the success of their application within one week after the deadline.
- ✓ If there is any funding still available after awarding schools who applied for the grant, money will be distributed on a first-come basis.
- ✓ Schools must visit for a minimum of 2.5 hours
- ✓ Schools must complete: *Prior to their visit* – 2 FWP approved lesson plans/activities and *after their visit* - 1 Community Based project focusing on conservation, living with wildlife, or stewardship.
- ✓ This is a reimbursement grant and the school must complete the trip prior to receiving a check.
- ✓ We can only reimburse schools. We cannot reimburse 3<sup>rd</sup> party vendors (bus companies).
- ✓ We can only reimburse for transportation and lodging costs. We cannot reimburse for food or substitute pay.
- ✓ **Mail/fax grant to:** Laurie Evarts, FWP, 1420 East Sixth Avenue, Helena, MT 59620, Fax: 443-2561; Or scan and email to Laurie Evarts [levarts@mt.gov](mailto:levarts@mt.gov); (406) 444-9945

<b>I. APPLICANT INFORMATION</b>			
Applicant (School Name):			
Mailing Street Address:			
<i>City</i>	<i>State</i>	<i>Zip</i>	<i>County</i>
Contact Person(s):		Title(s):	
Contact Mailing Address (if different than above):			
<i>City</i>	<i>State</i>	<i>Zip</i>	<i>County</i>
Telephone #:	Fax:	E-mail:	
Cell # (optional):			
Total # students:	Grade(s) of students:	Total # of adults:	
		<i>*Please have 1 adult for every 15 students coming.</i>	
Organization Tax ID Number:			
<b>Total Amount Requesting for transportation &amp; lodging:</b> \$ _____  1. <b>Transportation:</b> \$ _____  2. <b>Lodging:</b> \$ _____ <i>*School must be 150+ miles away (one way).</i>		<b>Total Projected Cost of Visit (transportation &amp; lodging costs only):</b> \$ _____	
<b>Lodging Calculation:</b> Number of students _____ X \$20.00 = \$ _____ Number of adults _____ X \$20.00 = \$ _____ Total (adults & kids) = \$ _____ <i>*Due to the high volume of applications we receive, We can only pay for one night of lodging and will only reimburse for 1 adult for every 15 students coming.</i>			

**II. GRANT QUESTIONS:**

*Please answer the following questions by circling the appropriate letter*

The distance (one-way) your school (or closest community) is located from Helena. Use <http://maps.google.com/> to determine distance. (Maximum number of 30 points.)

- A) 251+ miles (30 points)
- B) 151- 250 miles (20 points)
- C) 51- 150 miles (10 point)
- D) 0- 50 miles (0 points)

Total school enrollment. (Maximum number of 20 points). \*Based on OPI's Montana ED Fact Sheet for school enrollment #'s and break points)

- A) < 50 (20 points)
- B) 50 - 99 (15 points)
- C) 100 - 249 (10 points)
- D) 250 - 499 (5 points)
- E) >500 (0 points)

Percentage of the student population of the entire school visiting Montana Wild (Maximum number of 15 points)

- A) 61-90% (15 points)
- B) 31-60% (10 points)
- C) 0-30% (5 points)

Will this be your school's first time applying for this grant in the last 2 years?

- YES (10 points)
- NO (0 points)

Percentage of total estimated cost of trip that the school will contribute. (Maximum number of 10 points)

- A) 71 to 90% (10 points)
- B) 31 to 70% (4 points)
- C) 0 to 30% (2 points)

Provide a description (500 words or less) of a project or unit your class will be working on that is based on the one or more of the following: conservation, ecosystems, watersheds, MT fish & wildlife, stewardship, or sportsman/landowner relationships. (Maximum number of 15 points). You can attach a separate sheet to answer this question, if needed.

#### **IV. AUTHORIZATION**

I (we) hereby certify that the information contained in this grant application is accurate.

\_\_\_\_\_  
*Applicant Signature*

\_\_\_\_\_  
*Date*

#### **PLEASE NOTE THE FOLLOWING:**

- (1) MT Wild can accommodate groups of up to 60 students at a time. We need 1 adult for every 15 students coming to the center.
- (2) We do not allow students to bring food or beverages (except water) into the building. Please plan your lunches accordingly. There are a few picnic tables behind the center and nearby at Spring Meadow Lake State Park. You can also reserve the Group Shelter at Spring Meadow Lake for \$75.00.
- (3) All visiting schools must complete a Montana Wild evaluation after their visit to the center.
- (4) To get reimbursed for the transportation and lodging costs, schools will need to submit the following **within 2 weeks** after their visit:
  - a. Invoice from School *only*: Sorry, we cannot accept invoices from 3<sup>rd</sup> party vendors (bus companies or hotels).
  - b. Receipts from the cost of your trip
  - c. W-9 form filled out by your school administration/accounting department or secretary.