FLEPPC’s Kathy Craddock Burks Education Grant

APPLICATION – FY2018

Program description
This grant program provides funding to organizations or individuals who will educate Floridians about non-native invasive plants and their impacts on the natural areas and economy of Florida. Proposals will be accepted from individuals, public or private nonprofit organizations, and academic institutions. The FLEPPC Education Committee will review all applications. Winners will be announced during the business meeting at FLEPPC’s annual conference in Melbourne, FL, 2018. Winning applicants/organizations must present a summary of results at the FLEPPC 2018 annual conference (poster or presentation) or provide a summary article for the FLEPPC Newsletter and website.

Evaluation criteria
Award preference will be given to proposals that meet the following criteria:
• Involve plants listed as Category I species on the FLEPPC 2017 List of Invasive Plant Species, found on www.fleppc.org (projects involving Category II species will also be considered);
• Include an educational message that will reach a large segment of the community;
• Heighten community awareness about non-native invasive plant identification, management, prevention, environmental and/or economic impacts;
• Involve an active component (passive programs such as signs, brochures or websites should be enhanced to promote an event or an action involving the target audience);
• Include an evaluation process of project success or failure (example: “we will measure success by counting the number of participants,” or “we will describe why our goal was or was not achieved”).
• Demonstrate matching funds or in-kind contributions;
• Include partnerships (please specify type and degree of involvement for partner entities);
• Include a detailed timeline of grant activities;
• First time applicants and new/startup projects will be given preference, although repeat applicants and established programs will be considered.

Grants may not be used to fund food or beverages, capital expense items (sprayers, chain saws, machinery, and herbicide), overhead costs (e.g., electricity, travel expenses, salary) or large-scale herbicide application activities. Projects involving disposal of invasive plants must describe the appropriate disposal technique they will employ. Here is the website for quick referral http://www.fleppc.org/Publications/Florida_InvasivePlDisposalGuidelines.pdf. All necessary permits are the sole responsibility of the applicant or organization. Requests for funding should not exceed $1,000.00 and all funds awarded are to be used within one year of receipt. If full funding is not available, partial funding may be awarded. For proposals that include printed material (brochure, sign, etc.), applicants must submit a rough draft or a sample of previously published work. Alternatively, applicants may submit a draft within 3 months of award notification, with funds provided after the draft is accepted by the FLEPPC Education Grant Committee.

Instructions
Use the headings on the following page as a template for information about your proposed program. Insert tables or images if appropriate. Use as much detail as possible. If your proposal includes signs, brochures or web pages, please include at least a partial sample. Applications that are incomplete will receive lower ranks. The length of the entire application (beginning on the next page), not including attachments, should not exceed 5 pages. For questions concerning this application, contact Kristine Campbell at kristine.campbell@myfwc.com. E-mail your completed application to Kristine as a *.PDF or *.DOC file. The deadline for proposal submission is 5PM on Friday, December 8th, 2017.
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1. APPLICANT INFORMATION

Contact Person:
Job Title:
Agency:
Address:
Phone:
Email:

2. PROJECT AT-A-GLANCE

Project title:

Project summary (<50 words; you can provide further detail in the next section):

What are the FLEPPC target plant species?

Who is the target audience?

What is the total amount of grant funds you are requesting (maximum $1000)?

3. PROJECT DETAILS

Provide a detailed description of the project. Make sure to include the following section headings and details:

- Overall description – (Provide details if you need to elaborate from the summary already given)
- Disposal – (If your project involves the removal of invasive plants, describe the disposal technique you will employ to ensure that disposal does not create a new invasive plant problem elsewhere.)
- Benefits – (How will this project benefit Florida’s natural areas?)
- Timeline – (What is your timeline for completion?)
- Location – (Where will the project be located? Include the county and city name(s).

Project budget. Indicate a breakdown of uses for your requested funds (maximum $1000). You may supply this information in tabular format if desired. Indicate matching funds, if applicable. The FLEPPC education grant does not fund food, beverages, capital expenses, major herbicide applications, or overhead.

Describe collaborating organizations and their contributions. Brief letters of support from landowners and/or collaborators are welcome.

Describe in detail how you will evaluate success at reaching your target audience.

Describe prior activities that may help you to accomplish this project, if applicable.
Will you/your organization commit to providing feedback to the FLEPPC community after one year, via a written submission to *Wildland Weeds* or presentation at our annual conference?

The bullet points below are for proposals that will have a physical or digital product such as a sign, brochure, booklet, poster, video, or smartphone app. In answering these questions, please try to closely approximate what your final product will be like.

- Provide physical details about the finished product (length/binding/size/accessibility/etc).
- How will your product be different from others that may already be available through UF/IFAS Extension, CISMAs, county governments, or other organizations?
- If you are modeling your product after previous work by your agency or another, what is that “model product?” Provide a URL if applicable.
- Describe any expertise you or your advisor may have that will help you to create a quality product.

Send completed application to kristine.campbell@myfwc.com
5PM on Friday, December 8th, 2017.