

GRANT INITIATIVE FOR EDUCATORS: WATER CONSERVATION AT SCHOOL

Closing Date: Monday, August 31, 2020

3:00 PM Central Time

APPLICATIONS MUST BE SUBMITTED ELECTRONICALLY VIA

waterworks@houstontx.gov



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1. Project Summary

Houston Water is offering a \$2,500 grant for educators (Grant) and their students to implement water conservation initiatives within their classroom or school. The goal of this grant is to engage students in an interactive, collaborative way while promoting critical thinking about water - life’s most precious resource. Proposals should include activities that help students develop a keen sense of interest in water conservation and a desire to consider one of many water-related careers opportunities. The Grant funding will be provided in two parts. Part one will provide \$2,000 to develop and implement a water conservation-related project. Part two will provide \$500 to support the educator’s classroom and professional development. The total award will be \$2,500. One grant will be awarded. Eligible applicants are educators in all areas of study, from science to the arts, within Houston Independent School District.

2. Proposal Submission

Proposals for this grant are due August 31, 2020 at 3:00 PM Central Time. Each educator may submit only one proposal anytime between June 25 and August 31, 2020. A list of proposal requirements is outlined in Appendix 1: Proposal Checklist. Applicants will receive an email confirmation of proposal receipt within three (3) business days of submittal. Email notification will be sent to all applicants on grant award on or before September 9, 2020. The proposal must be filled out completely or will not be valid upon submission. The proposal and any attached photos will become the property of Houston Public Works and may be used at the discretion of the City.

3. Electronic Proposal Requirement

The proposal shall be submitted electronically via email to waterworks@houstontx.gov. Hard-copy submittals will not be accepted.

4. Qualifying Applicants

Any educators in Houston Independent School District (HISD) that teach 6th, 7th or 8th grade can apply.

5. Important Dates

EVENT	DATES
Grant Posted	June 25, 2020
Questions and Answers Grant Webinar/Zoom	July 29, 2020
Application Submission Due Date	August 31, 2020
Notice of Award	September 9, 2020
Project Start Date Disbursement of Funds	September 14, 2020
Water Works Festival	October 9, 2020

Project WET Professional Development	December 21, 2020
Midterm Grant Report Due/Student Meeting- Project Update with HPW staff	January 22, 2021
Schoolwide Assembly	Spring 2021
Final Grant Report Due/Project End Date	March 25, 2021
Disbursement of Funds (or upon Completion of Project [10%])	April 8, 2021
Attend City Council Meeting	April 13, 2021

6. Project Goals and Objectives

The grant is intended to support the following goals:

- The implementation of a classroom/school project that promotes water conservation and sustainability with the development of educational activities that develop knowledge and spark interest in water conservation and a desire to consider one of many water-related careers.

Grant proposals should demonstrate project objectives by discussing specific, measurable and attainable statements.

7. Project Examples

The proposed water conservation project should include classroom participation that facilitates the above goals. Projects should help to improve either water efficiency within the school infrastructure or promote water efficient behaviors within the students and staff. Sample projects are outlined below. The following list is not intended to be all-inclusive, but is intended to provide project examples only:

- A student-driven analysis of current water appliance efficiency, including a cost-savings analysis of switching to more efficient, WaterSense certified products and the purchase and installation of high-efficiency toilets, sink fixtures, etc. for the school's facilities
- A student-driven analysis of current landscaping water usage at the school, followed by researching and hiring a WaterSense Certified Professional trained for the Houston area to help with assessing irrigation needs and providing recommendations on and creating water efficient landscapes that include natives and adapted-to the climate plants, turf irrigation needs, and low flow irrigation systems, such as drip irrigation.
- The development of a student-written publication for distribution around the school or on the school website that highlights water-saving ideas and successes; etc.
- A student-implemented rainwater harvesting program for the school garden and lawns. Students collect data develop a report on annual water savings.

8. Proposal Requirements and Materials

For proposal requirements please refer to **Attachment 1 Grant Proposal Checklist**.

9. Required Deliverables from Awardees

Grant awardees (Educator and their students) will submit regular reports documenting the project throughout its lifespan. These reports may include both expense-related data and quantitative information about the project's impact. Below is a list of the documents required from Awardees:

- Educator
 - Project facilitation and oversight of students
 - Midterm Report due January 22, 2021
 - Final Report due March 25, 2021
 - Present at City Council meeting upon completion of the grant term.
- Students
 - Implement activities and events
 - Conduct a school and home water audit
 - Present Midterm Update
 - Present project and associated findings at schoolwide assembly

10. Required Events for Awardees to Attend

Awardees must attend the following:

- Educator (students optional) attends the Water Works Festival at Houston Botanic Garden
- Educator attends Project WET Professional Development Workshop at Houston Botanic Garden scheduled for December 21, 2020 (at no cost to educator)
- Student provide Midterm Update scheduled for January 22, 2021
- Students provide schoolwide assembly regarding the project and activities implemented scheduled for Spring 2021
- Educator (students optional) provides final presentation at City Council Meeting scheduled for April 13, 2021

10. Funding Process

Funds will be disbursed as follows:

- The first funding component is a total award of \$2,000 for the classroom/school:
 - Ninety percent (90%) of \$2,000 on or before September 9, 2020 with remaining ten percent (10%) upon approval of Final Report on or before April 8, 2021; and
- The second funding component is \$500 to the educator for environmental education work and professional development. Funding will be provided on or before September 9;

Houston Water allows for indirect expenses not to exceed 10% of the Grant funding of \$2,000 (**Attachment 2 Project Budget**). This covers costs which are not readily identifiable with an activity, but nevertheless are necessary to the general operation of the school and the conduct of the activities being performed within the grant (e.g., office expenses, telephone expenses utilities, etc.).

Work supporting the proposed project allows for additional work beyond Grant funding of \$2,000. Contractor and costs and/or in-kind work must be included in grant budget.

Funding may be used for resource materials, project supplies, project assessment and equipment.

Matching funds are not required.

All projects must be completed and submitted no later than March 25, 2021. Failure to complete the project by the deadline voids the grant and requires grant funding returned to Houston Water.

12. Project Reports and Activities

Two project reports (mid-term and final) will be required documenting accomplishments, identifying significant changes, reporting on plans and financial progress. In addition to the reports, there will be two activities:

Midterm Project Activity: Houston Water staff will visit classroom for midterm update.

Final Project Activity: Houston Water staff will attend schoolwide assembly of students discussing and demonstrating completed project.

13. Contacts

All questions must be submitted and responded to online at waterworks@houstontx.gov

14. Attachments

1 Grant Proposal Checklist

2 Project Budget

3 Timeline