

# OUTDOOR CLASSROOM GRANT APPLICATION



**PAPIO**  
MISSOURI RIVER  
NATURAL RESOURCES DISTRICT

## GRANT INFORMATION

---

The Outdoor Classroom Grant Program, sponsored by the Papio-Missouri River Natural Resources District, was designed to promote water, soil, wildlife, forest, and grassland conservation in preschools and schools within the Papio NRD's six-county service area. The District includes all of Sarpy, Douglas, Washington, and Dakota counties, plus the eastern half of Burt and Thurston counties in Nebraska.

There are many benefits that come along with outdoor classrooms. Students learn hands-on concepts taught in the classrooms and subjects in a fresh and new way when illustrated outdoors. Students also learn to take pride and ownership in their community as they often care for the classrooms throughout the year.

## GRANT USES

---

Funds can be used by teachers and administrators for materials needed to create and improve an outdoor classroom, hydroponics, or other natural resources projects on school grounds. Please refer to the section regarding Outdoor Classroom Ideas for projects that might benefit your school and students.

Appropriate expenditures of funds may include the purchase of seeds, bulbs, live plants (including trees), or identification signs; materials necessary for the creation of wetland or pond habitat; bird/wildlife feeders; hydroponic garden supplies or other projects preapproved by the Papio NRD for your school.

## JUDGING CRITERIA

---

Outdoor Classroom Grants sponsored by the Papio NRD are non-competitive in nature. The grants are given on a first-come, first-served basis within the NRD's fiscal year (July 1-June 30). Proposals should demonstrate a well-thought approach to meeting conservation education needs at your school.

## APPLICATION PROCEDURES

---

- Review application instructions carefully.
- Complete the application form and be as specific as space allows. State project purpose, objectives, methods, duration, itemized budget, etc. You may attach additional papers as needed.
- Application form must be completed at least six weeks before the funds are desired. Submit the completed application to:

**Kaylyn Kelley**  
**Natural Resources Educator**  
**Papio-Missouri River NRD**  
**8901 S 154th St.**  
**Omaha, NE 68138**

For more information, contact the Information/Education Department at the Papio-Missouri River Natural Resources District by phone at (402) 315-1713 or email at [kkelley@papionrd.org](mailto:kkelley@papionrd.org).

## MATCHING FUNDS & AMOUNTS

---

The maximum amount for a grant is \$1000. Grants totaling less than \$300 require no matching funds.

Grants totaling \$300-\$1000 require matching funds amounting to 50% of the grand total over \$300. For example, a \$600 grant request requires a \$150 match, a \$400 grant request requires a \$50 match, and a \$1000 grant request requires a \$350 match. While the Papio NRD encourages finding other funding sources (see Available Resources section), schools may use their labor involved in the project to satisfy the matching fund requirement.

# APPLICANT RESPONSIBILITY

Once the grant is implemented, the District must receive a short written report, with photos if possible, of the project for promotion of the grants program.

Copies of receipts for purchased materials must be submitted to the Papio NRD within 90 days from receipt of funding. Unused funds exceeding \$2 must also be returned to the Papio NRD within 90 days. Permission to purchase materials other than those specified in the application process must be requested from the Education Programs Supervisor. Grant funds may be revoked if applicants do not meet their responsibilities. Following approval of the grant, the school will receive a small sign identifying the project as being partially funded by the Papio NRD. The sign should be displayed near the project site. Only one application per school, per fiscal year (July 1- June 30) will be considered.

# AVAILABLE RESOURCES

As you begin to plan, design, or add to your outdoor classroom, there are several local resources that exist to help guide you on your implementation or improvement projects. These resources include existing outdoor classroom sites, conservation agencies, nurseries, and online resources, such as those listed below.

## ***Nebraska Game and Parks***

- Building an Outdoor Classroom  
([www.outdoornebraska.gov/buildinganoutdoorclassroom/](http://www.outdoornebraska.gov/buildinganoutdoorclassroom/))
- Meeting Educational Standards  
([www.outdoornebraska.gov/outdoorclassroomstandards/](http://www.outdoornebraska.gov/outdoorclassroomstandards/))

## ***University of Nebraska-Lincoln Extension***

- Nature-based Learning and Natural Learning Environments  
([www.child.unl.edu/nature-based-learning-and-natural-learning-environments/](http://www.child.unl.edu/nature-based-learning-and-natural-learning-environments/))

## ***Project Learning Tree***

- Tips for Creating an Outdoor Classroom  
([www.plt.org/educator-tips/creating-an-outdoor-classroom-things-to-consider/](http://www.plt.org/educator-tips/creating-an-outdoor-classroom-things-to-consider/))

## ***Nature Explore***

- Outdoor Classroom Portfolios  
([www.natureexplore.org/nature-explore-classrooms-look-like/](http://www.natureexplore.org/nature-explore-classrooms-look-like/))

## ***Existing Outdoor Classrooms in the Area***

- Daniel J. Gross High School (Omaha, NE)
- Arbor Park Intermediate School (Blair, NE)
- Le May Elementary School (Bellevue, NE)
- Crestridge Elementary (Omaha, NE)

## ***Local Conservation Agencies***

- Papio-Missouri River NRD Headquarters:  
Omaha, NE: 402.444.6222
- Local UNL County Extension Office:
  - Douglas-Sarpy Counties: 402.444.7804
  - Washington County: 402.426.9455
  - Burt County: 402.374.2929
  - Thurston County: 402.385.6041
  - Dakota County: 402.987.2140
- Master Gardeners: 402.472.8973

# ADDITIONAL FUNDING

For funding ideas, consider material and service donations as well as local, statewide, and national grants. Many businesses and service groups within your community are looking for ways to foster pride and involvement in the community. They may serve as great resources for funding, planning, and implementing your outdoor classroom.

Please feel free to call the Information/Education Department of the Papio NRD for more information and help on available resources.

# GRANT APPLICATION INSTRUCTIONS

Please refer to this section while filling out the grant.

- **School Name:** Full name of School
- **School Address:** Please provide the physical address
- **School Phone Number:**
- **School District:**
- **Project Leader:** List the name of the person leading the project (*this person will serve as point of contact*) and include title, work/cell phone numbers, and email address. You may have more than one project leader.
- **Project Title:** Include description of your project in title.
- **Project Purpose and Learning Goals:** Indicate goals, number of people reached by project, and median age of student users.
- **Methods and Activities:** Describe what must be accomplished to meet objectives, and the activities to be used in the outdoor classroom.
- **Results:** How will the project results be used? How many organization members will be involved? How will the project be maintained after completion?
- **Project Duration:** Provide dates of the project from the beginning to end. The final report will be expected two weeks after completion.
- **Funding Request:** No funding in excess of \$1000.00 per fiscal year will be considered.
- **Itemized Budget:** The total of this budget should match the funding request. Itemized budget should be thorough to include items being purchased, number of items, and cost per item. Can be completed on a separate document and submitted along with grant.
- **Matching Funds:** List source of matching funds along with amount of matching funds. Reference matching funds guidelines above.
- **Date Funds are Needed:** *Remember to apply at least six weeks in advance.*
- **Project Leader's Signature:**
- **Principal's Signature:**



# OUTDOOR CLASSROOM GRANT APPLICATION



PAPIO  
MISSOURI RIVER  
NATURAL RESOURCES DISTRICT

School Name:

School Address:

School Phone Number:

School District:

Project Leader:

Project Title:

Project Purpose and Learning Goals:

Methods and Activities:

Results:

[Redacted area]

Project Duration:

[Redacted area]

Funding Request Amount:

[Redacted area]

Itemized Budget:

[Redacted area]

Total Cost:

[Redacted area]

Matching Funds:

[Redacted area]

Date Funds are Needed:

[Redacted area]

Project Leader's Signature:

[Redacted area]

Date:

[Redacted area]

Principal's Signature:

[Redacted area]

Date:

[Redacted area]



**Submit to: Kaylyn Kelley, Natural Resources Educator,  
Papio NRD, 8901 S 154th St., Omaha, NE 68138**