

# Ouachita Mountains RC&D, INC. Guidelines

## Environmental and Conservation Grant

### Purpose of Grant Program

To promote environmental and conservation education for youth in its service area, the Ouachita Mountains RC&D, Inc. offers grants each spring. A total of \$10,000 is available in the current grant cycle, with individual grants ranging from \$250 to \$1000.

### Ouachita Mountains Resource Conservation & Development (OMRCD)

The mission of OMRCD is to accelerate the conservation, development, and utilization of natural resources to improve the general level of economic activity and to enhance the environment and standard of living in the Ouachita Mountains RC&D area.

### Eligibility

In order for an applicant to be eligible, its conservation districts must be a member in good standing with the Ouachita Mountains RC&D. Applicant must be an Oklahoma teacher (public or private), school environmental club sponsor, youth group leader, and/or organization with a youth component to apply for the grant. In addition, applicant must be located in the Ouachita Mountains RC&D service area which includes the following counties: Bryan, Choctaw, Haskell, Hughes, Latimer, LeFlore, McCurtain, Pittsburg, and Pushmataha.

Final reports for previously awarded grants must be submitted before an applicant is eligible to reapply. If a previous applicant has any unused grant funds of more than \$100 it needs to be returned Ouachita Mountains RC&D before the applicant may reapply.

Non-eligible items include wearing apparel and meals. If you have any questions about eligibility, please call 903-357-7309.

### How to Apply

1. Complete the attached application.
2. Submit one (1) hard copy to: Ouachita Mountains RC&D, Inc.  
c/o Pittsburg County Conservation District  
PO Box 3518  
McAlester, OK 74502
3. Submit one (1) electronic copy to: [omrcd@att.net](mailto:omrcd@att.net)
4. **Deadline:** Proposals must be submitted (postmarked and emailed) by March 31, 2019. One hard copy and one electronic copy must be submitted for proposal to be considered. Awards will be announced no later than May 1, 2019.
5. If you do not receive an email confirmation of your grant submission within 2 weeks, please contact Brandi Hernandez at [omrcd@att.net](mailto:omrcd@att.net) or 903-357-7309.

### Project Period

March 31, 2019	Proposal deadline.
May 1, 2019	Awards announced.
May 1, 2019	Projects may begin.
<b>May 31, 2020</b>	Final Reports due



# Application

Due March 31, 2019

## 1. **COVER PAGE**

A cover page with the following information ***must*** be provided for a grant proposal to be considered:

- Project Title
- Contact Name
- Position/Relationship to Project
- School or Organization
- School District
- Conservation District
- Finance Officer Name and Phone
- FEI # (tax ID #)
- Amount of Funding Requested
- Address, City, Zip
- Email Address
- Daytime Phone
- Evening Phone
- Fax Number



## 2. **PROJECT TITLE**

3. **PROJECT SUMMARY** – Provide a brief summary of the project (no more than 250 words).

4. **PROJECT OBJECTIVE** – List the objective(s) of the proposed project.

5. **PROJECT DESCRIPTION** – Provide a clear, concise description of the educational project. Include an action plan that details the activities that will be undertaken to implement and complete the project. Please list any local, state, or federal partners.

6. **OUTCOMES & EVALUATION** – Describe the measurable outcomes that will result from the implementation of the proposed project. Include a description of how these outcomes will be measured.

7. **TIMELINE** – Show target dates for proposed project's action plan.

8. **BUDGET** – Give an itemized budget with specific project expenditures (actual cost, no estimates) of grant funds. Please include any vendor information or matching funds.

9. **LETTERS OF COMMITMENT/SUPPORT** – Include letters of commitment/support on letterhead from the administration of your organization (i.e. school principal or superintendent, board member, supervisor) and your local conservation district.

10. **ADDITIONAL ATTACHMENTS** – No more than five (5) pages of photographs, newspaper clippings, diagrams, etc. may be included. Please include these with the hard copy and the electronic version of the proposal.