CITY OF Titusville FLORIDA

GRANTING GUIDELINES

ABOUT TITUSVILLE ELEMENTARY SCHOOL ENVIRONMENTAL EDUCATION GRANTS

The City of Titusville proudly supports educators and their work to facilitate youth-led projects that result in positive impacts to the environment of our schools and community.

OBJECTIVES FOR GIVING

The Elementary School Environmental Education Grant program is intended to:

- Empower youth by providing hands-on environmental stewardship opportunities
- Inspire youth to become agents of change for their communities
- Serve as a catalyst for education that uses the environment as a context for applied and STEM learning

TYPES OF FUNDING

Support is available in the form of **monetary grants** to fund the materials necessary to implement proposed projects that meet program criteria. Individual grants are available as cash grants of at least $300, as funding allows.

HOW TO APPLY

All environmental grant applications are administered through the Titusville Planning Department. Applications will be available online at www.titusville.com and in person at City Hall, 555 S. Washington Ave. Titusville, FL 32796. Be sure to review all requirements and the full application before submitting. PLEASE NOTE: Only one application will be considered per school. Schools with multiple proposals should consider submitting the application which best fits the program criteria. In the event two proposals are submitted from the same school, the submittal received first by City staff will be advanced.

PROPOSAL REVIEW

The City of Titusville's Environmental Commission reviews applications for grants based on the following criteria:

- Alignment with grant objectives & project criteria
- Authentic inclusion of youth as leaders
- Capacity of the applicant organization to carry out the proposed project
- Potential for the project to demonstrate positive environmental outcomes
- Potential to reach broad range of students
- Only public, charter, or private elementary schools located within the Titusville City Limits are eligible

USE OF FUNDS

Monetary support from the City may be used for direct expenses associated with proposed projects. Preference is given to requests that have secured match or in-kind funding commitments to support projects.

Funds may NOT be used for:

- Capital or building campaigns, purchase of real estate, or endowments
- General operating expenses
- Salary or contract services
- Travel costs or field trips that are not an essential part of the proposed project
- Scholarships
- Promotional items such as t-shirts, flyers, postcards, etc.

TIMELINE

Application Period	Notification	Final Report Due
August 10 - October 8, 2021	October 21, 2021	April 8, 2022

FREQUENTLY ASKED QUESTIONS

Q: What are some examples of Grant projects that could be funded?

A: Applications are likely to be funded which engage students in project-based learning, including observing phenomena, conducting inquiry investigations, making models, collecting data for citizen science projects, creating solutions to engineering challenges, and conducting environmental stewardship projects to solve real-world problems.

Q: If my project proposal was not funded, how long do I need to wait to apply again?

A: You may apply in the next grant round, but please do not submit the same proposal for the same project.

Q: If I have received grant funds from the City of Titusville in the past, can I apply again?

A: Yes, you may apply as long as the grant cycle is open and you are applying for support of a ***different project***.

Q: Can I submit multiple applications during the same grant cycle?

A: No, please select the project which best aligns with the program objectives.

Q: Does the City fund multi-year projects?

A: No.

Q: If awarded, what are the reporting requirements?

A: Grants require a final report to be submitted at the completion of the project. Details will be provided with the acceptance notification.

Q: When you say there is a requirement for projects to be student led, do you want students to design and write the proposal?

A: Ideally, yes, the students should be a part of the entire process. However, at a minimum, the students MUST be the ones implementing the project.