

GLISTEN Collaborative Cluster Subgrant Application (2010 – 2011)

Please answer all questions listed below in a word document using 12 point Times New Roman font. With respect to sections B through G, please note the word limits stated in the directions for each section. Relevant portions of a previously-submitted Planning Grant application and/or Progress Report may be incorporated.

The final document should be submitted in PDF form to Amanda Moodie (amanda.moodie@ncsce.net) with other required application elements.

A. Applicant Information

Name of applicant institution/organization:

Address:

Name and Title of Proposed Sub-Grant Principal Investigator and Contact person (if this individual is not the same as the proposed Cluster Coordinator, please identify and provide contact information for both):

Phone:

Fax:

Email:

Website (if applicable):

B. Executive Summary

Please provide a crisp summary of your project. This summary would be printed in press and website materials should your project be funded.

Word limit for section B: 300 words

C. Partner Organizations and Cluster Administration/Functioning

In this section, provide an overview of your partnership and how it will function. Present clearly how the roles of all the partners will contribute to the success and sustainability of the Cluster. In addition to providing a basic summary of your proposal, please be sure to touch upon all of the following matters that are relevant to your proposal.

Word limit for section C: 500 words

- List all cluster institution/organization representatives and their roles in your project.
- Provide your plan for how inter-institutional/organizational collaboration will be coordinated and function (specifically, how the institutions and representatives will work together to meet GLISTEN goals).
- In the budget section, you will be asked to indicate cash and in-kind matches for your requested budget. Here, please tell us how other organizational resources (e.g., Centers for Teaching Excellence) can be leveraged to support this project.
- Briefly state any past experience of applicant and partner organizations with programs sponsored by the Corporation for National and Community Service, particularly Learn and Serve America (Higher Education), as grantees or subgrantees.

D. Curriculum Development, Implementation and Assessment

In this section, explain how the Cluster partners will work collaboratively to develop, offer, and assess high-quality STEM and other credit-bearing courses that incorporate activities, including service learning, focused on stewardship of the Great Lakes ecosystem.

Word limit for section D: 750 words

- Identify the Great Lakes stewardship issue(s) to be addressed by the Cluster (i.e., the focus of the activities that undergraduate students will be involved in).
- Describe existing curricular initiatives and courses that could serve as models for other Cluster participants or GLISTEN Clusters.
- Identify and describe any new courses that the cluster is proposing to develop.
- Estimate the number of students to be involved through July of 2011; include an estimate for August 2011 through July 2012. GLISTEN targets for these periods are 200 – 300 enrollments per Cluster per year.
- Describe your plan to develop service-learning pathways from 2-year higher education institutions to 4-year institutions in the Cluster (and, if planned, from high school to these institutions).

- Detail the way you will assess the success of your program, including incorporating use of the SENCER-SALG and LASSIE (please see the FAQs accompanying this application for more information).
- If applicable, please describe past/current involvement of higher education Cluster members in SENCER (www.sencer.net).

E. Community Engagement and Resource Sharing

In this section, explain existing relationships among the higher education and community-based partners engaged in Great Lakes ecosystem stewardship, and how the Cluster will meet the needs of those community-based partners. Describe how meeting those needs will address environmental priorities as articulated in local, regional, and/or statewide Great Lakes ecosystem stewardship plans.

Word limit for section E: 500 words

- Please tell us how your proposed Cluster activities are aligned with local/state/regional Great Lakes stewardship plans and priorities (e.g., Resource Conservation and Development Council [RC&D] 5-year plans, Remedial Action Plans [RAPs] of Public Advisory Councils [PACs] in Areas of Concern [AOCs], the USEPA's Great Lakes Initiative Action Plan).
- Identify existing campus/community collaborative initiatives/programs (such as service-learning, civic engagement, or community service/partnership centers) and describe how these will be tapped to enhance Cluster functioning, if appropriate.

F. Student Leadership and Career Development

In this section, provide detail on how you will address the "environmental career readiness" of enrolled students and the stewardship liaisons

Word limit for section F: 500 words

- What is your plan for undergraduate Stewardship Liaison recruitment, training, and deployment during the 2010-2011 academic year (campus-based) and the summer of 2011 (campus/community-based)?
- How do you propose to develop career paths for liaisons and enrolled students, coordinated with collaborating off-campus partners and other employers (e.g., environmental consulting firms)?
- How are you planning to incorporate campus/community leadership development resources (e.g., student affairs, student government) into student participation and preparation?

G. Plan for Fiscal Administration of Cluster Resources, Including Meeting Match Requirements

In this section, provide detail on how the Cluster subgrant funds will be administered and tracked.

Word limit for section G: 750 words

- Describe your plan for determining how subgrant funds will be spent, and how they will be tracked (details to be provided in the budget and budget narrative sections).
- Specify the sources of match and how these contributions will be tracked (at least 125% of federal funds requested; details to be provided in the budget and budget narrative sections).
- Describe your plan to leverage and track federal Work-Study funds to support the undergraduate Stewardship Liaisons.
- Indicate how you plan to support the undergraduate Stewardship Liaisons during the 2010-2011 academic year and the summer of 2011.

H. Timeline

Provide a detailed timeline of milestones and activities from August 2010 – July 2011. Be sure to specify which partners, if not all, will be responsible for all activities listed.

***Additional Application Elements**

1. Budget Worksheet: see budget worksheet instructions accompanying this application
2. Appendix: The appendix should contain the items listed below only.
 - a. CV of Cluster Coordinator and CV of sub-grant Principal Investigator, if not the same person.
 - b. One letter of commitment from each institution/organization participating in the Cluster.
 - c. Certification from the appropriate official that the lead higher education institution has met the following U.S. Department of Education requirement during the 2009-2010 academic year: 7.5% of the institution's federal Work-Study funds were used for community service (details are provided in the FAQs included with this application).