



The WPPC Outdoor Classroom Grant Program  
Grant Letter  
Cathy Johnson and Nancy Gonsiorek, Co-Chairs

Dear Educators,

We are pleased to announce, on behalf of the membership of The WPPC, that we will once again be accepting applications for our Outdoor Classroom Grant program for the benefit of environmental education programs at your school.

Our outdoor classroom grant program offers up to 400 native plants to each school. We encourage you to apply for other grants to provide for tools, equipment, and other expenses of your program. Please keep a log of all time spent on these program as many organizations will consider man-hours for matching grants. Our committee members are very experienced in gardening skills, restoration of natural areas, and native plant lore and we are happy to provide assistance and guidance as necessary. However, we do not provide the labor necessary to prepare the planting site, install your outdoor classroom, or post-planting maintenance.

**Criteria for Outdoor Classroom Grant submission:**

*Please submit to the Outdoor Classroom Committee Program Co-Chairs, addresses below.*

1. Name of your school/organization.
2. Location of proposed outdoor classroom.
3. Name and contact information of the person who will administer your project.
4. The application must be signed by both the project administrator and the individual at your school/organization who is authorized to allow the project (this may be the building principal or director of operations).
5. A brief description of the project. You must demonstrate the educational purpose of the project.
6. Site photo and drawing of planned outdoor classroom.
7. Brief report of past progress and future plans for continuity of the project, including plans for summer maintenance.
8. Request for plants by species (botanical names). You must select from our plant list: <http://www.thewppc.org/Forms/WPPC%20Plant%20Sale%20List.pdf>. We reserve the right to substitute plants based on availability.
9. You must use the WPPC uniform plant order form; please be sure to provide quantities.
10. Subsequent submission of progress within one year of receipt of grant (this may be in conjunction with a subsequent grant application). Photos encouraged.
11. Preference will be given to project applications demonstrating that students perform the bulk of the work, including planning, completing the grant application, and the fieldwork. It is our hope that these students will have the opportunity to present a program about the project to the student body, at an open house event, and to your administrators/board of education; to showcase your project and provide an interdisciplinary educational experience.
12. You may submit on paper by mail or via email. Email applications must be in pdf format, please do not send links to google drives, etc.
13. Application filing timeline:
  - Grant applications will be accepted November 1<sup>st</sup> through December 7<sup>th</sup>
  - Applicants will be notified on or about December 15<sup>th</sup>
  - Plants will be available on or about the end of April, beginning of May

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