

Catskill Watershed Corporation
PO Box 569, 905 Main Street
Margaretville, NY 12455



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Website: www.cwconline.org

Information for applicants about the
Catskill Watershed Corporation (CWC)
**Special Watershed Education Program Fund for
ADULT AND GENERAL AUDIENCES**

The Special Watershed Education Program Fund supports programs and projects for adult and general audiences in the NYC Catskill-Delaware Watershed (also referred to as the West-of-Hudson or WOH Watershed). It is part of the CWC's Public Education Program, whose Purpose is to increase awareness of the human and natural history of the Watershed and the New York City Water Supply System. Proposals may focus on the critical role of communities in caring for water quality in the watershed, the importance of water conservation, the history and contemporary use and operation of the vast water system, or the cultural and biological diversity of the city's WOH Watershed. This grant program seeks to increase communication and understanding among residents of New York City and its WOH Watershed.

The CWC also administers a Watershed Education Grant Program for pre-Kindergarten through 12th grade students and their teachers. It is distinct from this Special Watershed Education Program Fund for Adult and General Audiences and has its own application which must be submitted separately.

The Public Education Program is offered in partnership with the NYC Department of Environmental Protection (DEP). For further information: www.cwconline.org; Programs/Education.

Deadline: Proposals are solicited once a year. Applications must be postmarked on or before February 1, 2012, or delivered by 4 p.m. that day to the CWC office, 905 Main St., Margaretville, NY 12455.

Who may apply:

Public libraries, museums, colleges and universities, professional and technical schools, vocational and trade schools, Board of Cooperative Educational Services (B.O.C.E.S.), extension courses and all educational institutions under the supervision of the Regents of the State of New York or other educational facilities supported in whole or in part by public funds or by contributions solicited from the general public; private educational institutions; Federal or State non-profit corporations with educational programs; municipal entities with educational programs or facilities.

Eligible projects:

- Cultural, artistic or historic programs or presentations
- Training workshops
- Environmental stewardship or sustainability projects
- Other offerings in keeping with the Purpose of the Public Education Program.

Applicants are advised to discuss a proposed project or program with CWC Education Coordinator prior to submission to determine eligibility.

Minimum/Maximum Request:

No stipulated minimum request: \$5,000 maximum request.

Stipulations:

- Proposals must provide for an evaluation of outcomes in terms of the stated goals of the program or project. Evaluation plans may be quantitative or qualitative and may include pre- and post-project testing, audience surveys, observation or outside consultation.
- Public Education funds shall not be used to pay for capital costs of constructing stationary facilities or acquiring any interests in real property.
- Administrative costs anticipated for coordinating/managing the project must not exceed 15% of the requested grant amount. Such costs may not include those incurred in developing your proposal.

Submissions:

- Each application packet must include a Cover Page, Abstract, Budget and no more than 2 pages of additional documentation. You may be asked to submit proof of non-profit status and/or previous year's financial statement.
- You must submit the original, plus five copies, of the application packet (TOTAL SIX COMPLETE SETS)
- One copy of the Abstract, with applicant name and project title on top, must be provided separate from and in addition to the six complete sets
- Proposals (and questions) should be addressed to :
Diane Galusha, Education Coordinator
Catskill Watershed Corporation
PO Box 569
Margaretville, New York 12455
845-586-1400, ext. 29; galusha@cwconline.org; toll-free 877-WAT-SHED

We will not accept electronically transmitted proposals (facsimile or e-mail). Applications that are missing ANY of the required elements; submissions containing fewer than the required number of document sets; and those postmarked or delivered after 4 p.m. Feb. 1, 2012 will NOT be considered for funding

Evaluation of proposals:

Requests are evaluated by the Public Education Advisory Group (PEAG), which recommends for or against funding. PEAG recommendations are reviewed by CWC Education Committee. Positive recommendations must receive approval of CWC Board of Directors and New York City Department of Environmental Protection (DEP).

Contract and Final Report

Recipient organization must enter into a 12-month contract with CWC. A Final Report, including documentation of expenditures and an evaluation of impact of the program/project on the audience will be required at the conclusion of the 12-month period. Failure to submit this report is grounds for denial of future requests.