

HINTS AND HELP FOR CWC EDUCATION GRANT APPLICANTS

1. First of all, consider whether you actually NEED a grant. There is a wealth of curricula, programs and resources you can engage for free, and a community of educators devoted to Watershed Ed who are willing to help you introduce or expand Watershed topics in your classroom. Go to www.watershededucators.org and be prepared to be surprised.
2. If you do need funds for a special project, or a trout tank, or a field trip, don't panic! You **don't need** to be a practiced grant writer to complete a request for Watershed Education funds. You **do need** enthusiasm for the subject and a passion for finding different pathways to reach your students.
3. Think ahead – our grants are for the NEXT school year: Round 12 projects will take place beginning in September of 2009.
4. Find half an hour to read the 3-page Request for Grant Proposals, and the 2-page Checklist to see a) if you're eligible to apply, and b) just what we're looking for. That half hour may save you a lot of wasted time and frustration later.
5. Don't let the guidelines and the checklist and the application form deter you. If you can write, you can write a grant, as long as your project fits our mission – raising awareness and understanding of water, the West of Hudson NYC Watershed, and the NYC Water System.
6. Got an idea for a project? Let your imagination run! Bounce it off CWC Education Coordinator Diane Galusha (845-586-1400 ext. 29; galusha@cwconline.org.) She can also suggest partner teachers, possible programming, field trip venues, and other funding sources.
7. Are you a NYC teacher with a desire to bring your students to the water's source? We know travel and field trip funds are scarce this year. Fortunately, you have two sources to turn to: The Watershed Agricultural Council provides bus grants of up to \$3,000 for Watershed trips with a forestry element (www.nycwatershed.org/edu_tours.html). CWC grants can be used for travel expenses, or for lodging and programming costs not covered by the WAC grant.
8. Ready to write? READ THE INSTRUCTIONS. Then read the successful application at www.cwconline.org (Programs/Education).
9. Give yourself plenty of time. Don't wait until the week before the application deadline to think about what you need and how to ask for it. A rushed application won't win you any points. A late application will be returned unopened.
10. Read "Before you mail your proposal" at the conclusion of the Checklist to make sure you've got everything together. **Incomplete packages cannot be considered.**

Questions? See #4. We're here to help!