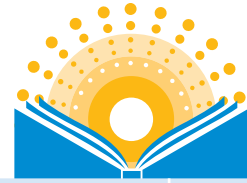


Application

4 easy steps!



1. Complete the information requested in the two tables, below.

	Name	Address	Phone	Email
Project Lead				
Grant (Funds) Manager				

	Name	Address	Grade	Project Title
School Information				

2. Project narrative – briefly describe the project. Tell us:

What is the project?	
What is the purpose of the project?	
How will this project inform, educate, and engage students on topics related to solar energy and energy efficiency?	
Number of students reached?	
What are the tasks to be completed for this project?	
What is the timeline (schedule) for each task?	
What do you hope to accomplish with this project?	
How will you measure your project's effectiveness?	

Applications will be scored on a 100-point scale using the following criteria:

A. Educational value

Does the project effectively inform, educate, and engage students on the importance of solar and renewable energy?
30 Points

B. Project description

Are the project, tasks, and timeline clearly defined and achievable? Are they measurable?
30 Points

C. Cost effectiveness

Does the project achieve its stated goals in a cost-effective manner? Can the project/activity be replicated?
20 Points

D. Publicity/community outreach

To what extent does the project reach out to the community? Does it involve or engage the public?
20 Points

The City of Sacramento recognizes grant recipients by summarizing highlights and results of their projects on its Web site at the end of the grant cycle.

If your project is awarded a grant, a summary report will be required at the end of the project. The summary report must include the following:

- Brief project description
- What was learned from this project?
- If you were to repeat this project, what would you do differently, and why?
- Did the project meet your expectations?
- Were there any problems or challenges that you encountered in implementing your project? If yes, please explain.
- How many students were reached with this project?
- Testimonials from students about what they learned
- Detailed report of expenses incurred, including copies of receipts
- Samples of materials or work
- Photos or video of project activities on cd-rom or dvd (required)

Additional requirements:

- Obtain appropriate permissions and/or permits, where applicable
- Follow safety precautions

Tentative timeline:

Applications due	October 11, 2010
Review and evaluation	November 1, 2010
Awards granted	December 1, 2010
Project summaries due	May 2011

Questions?

Questions regarding the grant application can be directed to Maurice Chaney at 916.808.7948 or by email at mchaney@cityofsacramento.org