

Attachment A (Part I & Part II)

REAP Conservation Education Program

Part I—Midterm and Final Report Form

Please submit this completed form, along with Part II, via e-mail to Salterberg@uni.edu. If you include other documents, if possible please paste them at the end of this report rather than as a separate attachment.

Grant Recipient (organization name): Iowa Academy of Science

Project Title: Iowa Project WET Preservice Workshops

Report Prepared by: Marcy Seavey

Project Number: 07-13 Date Submitted: July, 9th, 2007

Check one:

Midterm report (covering Jan. 2007-June 07 activities) **DUE: July 15, 2007**

Final report (covering July 07-December 07 activities) **DUE: January 15, 2008**

Note: Your Final Project Billing Form and back-up documentation will be due to Susan Salterberg (CEP contract monitor) on **Feb. 28, 2008**. Mail the billing information to: Susan Salterberg, 4059 Stewart Rd., Iowa City, IA 52240. See Grant Agreement, Attachment B, for the Billing Form.

1) Objectives and activities

The REAP CEP Board expects all work outlined in your original proposal to be completed. At a minimum, briefly explain activities completed to date for the following, as well as the percent of total work completed to date. Include what is going well, and explain. Also include challenges, and explain. Add other objectives as you deem appropriate.

EXAMPLE	Percent completed to date
<p>#1: Market REAP CEP and workshops (i.e., public communications)</p> <p>Activities:</p> <ol style="list-style-type: none"> 1) Seven news releases published in: Iowa Reading Association, Iowa Middle Level Educators and Iowa Recycling Association newsletters as well as in the Creston, Clear Lake, Dubuque and Davenport newspapers. 2) Two workshop announcements published in Iowa Environmental Council listserv and in Iowa Conservation Education Council newsletter <p>Additional explanation: The releases sent to local newspapers generated a lot of inquiries, and subsequent registrations from teachers. I will definitely do this again. The challenge is to get more middle school teachers enrolled, as they are the target audience, but seem to be more pressured than el ed teachers with NCLB requirements.</p>	80%
<p>#1: Schedule and prepare for workshops</p> <p>Activities: To date, IAS has purchased 150 project WET Guides and refill materials for Facilitator Kits. Eight workshops have been scheduled and seven have been completed. 250 additional books have been ordered. Five additional workshops are currently in process.</p> <p>Additional explanation, if needed:</p>	60%
<p>#2: Conduct workshops</p> <p>Activities: To date, IAS has completed seven workshops for a total of 190 preservice participants.</p>	48%

Additional explanation, if needed:	
<p>#3: Plan and implement Make a Splash and related extended preservice workshops</p> <p>Activities: Held a phone conference with partners to discuss alternatives to the MaS festival. We will hold a planning meeting when UNI begins school in fall.</p> <p>Additional explanation, if needed: National Funding for the Make a Splash Festivals was discontinued. Instead, the college of education and professors will be working with these students to either plan a water festival day on the UNI campus, or outreach activities for local schools. This will be finalized in September.</p>	25%
<p>#4: Present at ISTS</p> <p>Activities: Event is in October, still being planed.</p> <p>Additional explanation, if needed:</p>	25%
<p>#5: Evaluate workshop and project, interview instructors</p> <p>Activities: Evaluations from first 190 participants have been collected and processed.</p> <p>Additional explanation, if needed:</p>	45%
<p>#6: Publicize project, grant award, etc.</p> <p>Activities: Announcement was included in IAS Newsletter and send as a press release to the Des Moines Register and Waterloo Courier. Neither paper picked up the story. Marcy Seavey and Craig Johnson spoke about REAP-CEP support for Project WET preservice workshops and REAP-CEP in general in a radio interview for KXEL 1540 weekend program. The program was recorded on Dec. 19th 2006 and aired on Dec. 23rd, 2007. An additional article for the IAS newsletter will be included in a future issue, reporting on the program and we will attempt to get a story in a campus newspaper as well.</p> <p>Additional explanation, if needed:</p>	75%

2A) Are there changes in the direction of your project (i.e., something different than outlined in your grant proposal)?

Yes No

Special Note: IAS had contacted the Board through Susan to ask permission to use some of the funding to hold an in-service workshop for Sac-Fox educators as an outreach to that community. Permission was granted. Marcy and Project WET Facilitator, Ginny Elliot, went through the process of setting up a workshop, however our contact at the settlement failed to follow through and so we are cancelling the request.

2B) If yes, please explain the changes and the reason for them:

Note: Any major changes must be approved by the Board as soon as possible. Contact CEP Contract Monitor, Susan Salterberg, at Salterberg@uni.edu or 319-337-4816 to determine whether board approval is needed for your proposed changes.

3A) Is the project on schedule? Yes No

3B) If no, please explain:

4A) For midterm only: Are matching funds coming in for your project as anticipated and as outlined in your proposal? Yes No

4B) If no, please explain:

The in-kind materials have already been received and are still available, however the cash match in-kind originally listed as from Make a Splash will now come in the form of an in-kind match from the UNI Science Methods courses and an additional \$500 cash match from the Academy. The final value of the match is expected to remain the same as in the original budget and will be reported on with the final report.

8) Midterm report: Include a completed Project Expenditure Summary with your midterm report. (See next page.)

9) Other comments?

Participants from one workshop sent thank you letters for the REAP-CEP Board. They are included with this packet.

Part II—REAP CEP Midterm Project Expenditure Summary

For your **midterm report**, please submit this completed form, along with Part I, via e-mail to salterberg@uni.edu, by **July 15, 2007**. The midterm expenditure report may be close estimates of REAP CEP expenses to date. This is not an official auditing document.

For your **final report**, please submit the Final Project Billing Form and back-up documentation to Susan Salterberg within 60 days of project completion. (Due Feb 28, 2008.) Mail the billing information to: Susan Salterberg, 4059 Stewart Rd., Iowa City, IA 52240. See Grant Agreement, Attachment B for a copy of the Billing Form.

Grant Recipient (organization name):

Project Title and Number:

Do not include non-REAP CEP expenditures in the table below. E-mail to Salterberg@uni.edu.

Budget Line Item (A)	Approved Budget (B)	This Period Expenses (C)	Year-to-date Expenses (D)	Remaining Balance (B-D) E
1. Personnel (Salary and Fringe)	\$14,926	\$6,252.15	\$6,252.15	\$8,673.85
2. Travel	\$0.00	\$0.00	\$0.00	\$0.00
3. Supplies	\$7,500	\$2,002.32	\$2,002.32	\$5,497.68
4. Other	\$4,200	\$1,700	\$1,700	\$2,500
5. Indirect costs	\$0.00	\$0.00	\$0.00	\$0.00
6. Total	\$26,626	\$9,954.47	\$9,954.47	\$16,671.53

Note: *Changes in the proposed budget that deviate from any line item by 10% or more must be approved before the expenditure occurs.* Contact CEP Contract Monitor, Susan Salterberg, at Salterberg@uni.edu or 319-337-4816 to request changes. She may approve small changes and subsequently inform the REAP CEP Board. If she is uncertain, she will present those requests to the REAP CEP Board and inform grantees of Board's decision. The Board may request additional information, and may or may not negotiate a revision to the contract to allow for expansion or modification of services. If a revision is granted, no increase in the total amount of the grant award shall occur. Once approved, the DNR director or the REAP CEP coordinator will provide a written amendment to the agreement.

Susan Salterberg, CEP Monitor, shall be your first contact regarding changes to the proposed budget.