

**REAP CEP Board Minutes
August 10, 2010 Teleconference**

Board Members Attending:

Vern Fish
Yvette McCulley
Anita O’Gara
Don Sievers
Linda Zaletel

Board Member in Training Attending:

Charlene Eylea

CEP Monitor Attending:

Susan Salterberg

Others Attending:

Jean Eells

1. Yvette McCulley was designated chair of the meeting according to the Board’s policy of chairs serving in alphabetical order. Susan Salterberg volunteered to take minutes.
2. Yvette called the meeting to order at 1:04 pm.
3. The first item of business was to discuss the outcomes for the Women, Food and Agriculture Network’s recently funded project. Jean explained that she modified the Women, Food and Ag Network evaluation outcome with a goal for 75% of the women to participating in workshops to understand the concepts taught enough to be able to discuss them using content-related dialogue. Several Board members suggested adaptations to this, and requested she email Susan with a revised outcome. Anita reminded Jean to develop an outcome that continues to improve the program and helps the grantee receive more funding in the future.
4. The outcomes for Iowa Academy of Science were not discussed; Susan is to talk with Marcy and clarify them.
5. The Board then discussed the Iowa Dept of Natural Resources’ newest grant award for inquiry based outdoor education for young children. The Board approved the change shown below in red on one outcome: [*One hundred percent of training participants will use materials and strategies presented in trainings (3-5 activities) to involve their students/charges in outdoor, nature-based inquiry as evidenced by information provided through follow-up surveys coordinated by the Project Leader one month after training and six to 10 months after training (April/May 2011) as well as other communications with the Project Leader and/or State WILD/PLT Office Staff.*] The Board indicated that they were interested in the data from another proposed outcome (that children would demonstrate growth in their understanding, appreciation and enjoyment of the natural world), but felt the data would be very difficult to gather so will only require the outcome above.
6. The next item of business was to discuss how to handle strong grant proposals that lack good outcomes evaluation. The Board decided that, if the proposed outcome was

dissatisfactory but the Board still wanted to see the project executed, the Board would require the grantee to resubmit an outcome. Funding would be contingent on acceptance of a revised, strong outcome. The Board discussed the need for continual training on outcomes evaluation, and encouraged Susan to conduct trainings as possible. Susan indicated that she wants to be sure the Board members agree on the qualities of a strong outcome evaluation. She hesitates to do trainings until she learns what the new Board expects. That said, she said she would present a session at the Iowa Association of Naturalists fall workshop; a portion of the session will focus on outcomes evaluation. In addition, Yvette and Anita volunteered to work together to prepare a presentation for the December Review of Proposals meeting. This presentation would address the Iowa Core and how grant proposals need to align with outcomes for the Iowa Core. Anita requested that Susan secure the Governor's Conference attendee list and compare it to the group that may come to the REAP CEP Review of Proposals meeting. She is to share that information with Anita and Yvette.

7. Discussion of REAP CEP Guidelines then occurred, with Don explaining that the changes will be made for the May 2011 grant round instead of for the November grant round.
8. The Board discussed the need for a long work session, and agreed to hold a day-long session on Wed., Nov. 17, in Clear Lake/Mason City, near the site of the fall Iowa Association of Naturalists workshop (which will be held in Kossuth county). Susan volunteered to investigate whether the Landfill of North Iowa's education center would be available for that meeting. Plans are for the meeting to start at 9 am. Several agenda items for this meeting include:
 - a. Guidelines revisions
 - b. Review of reporting requirements for grantees (midterm, final and other options, differences for Perpetuate a Good Idea requirements)
 - c. Outcomes evaluation
 - d. EE Funding¹
 - e. Grant extensions and amendments—how to handle, who gets copied on emails, etc.
9. The meeting was adjourned at 2:35.

¹The Board discussed the REAP Congress and the CEP Board's effort to increase funding for CEP to \$500,000. The goal for the next discussion should be to determine how to carry the legislation forward, how to galvanize support, and who needs to be involved in this effort.