

## 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](mailto: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):** Dubuque County Historical Society

**Project Title:** Rivers to the Sea: Flow of Life

**Report Prepared by:** Meg Wall-Wild, Kristi Karwal-Clark, Mark Wagner

**Project Number:** 08-10

**Date Submitted:** February 21, 2008

**Check one:**

Midterm report (covering August 2007-Jan 08 activities) **DUE: Feb. 15, 2008**

Final report (covering Feb 2008-July 08 activities) **DUE: Aug. 15, 2008**

Note: Your Final Project Billing Form and back-up documentation will be due to Susan Salterberg (CEP contract monitor) on **Sept. 31, 2008**. See Grant Agreement, Attachment B, for a copy of the Billing Form. Send billing information to: Susan Salterberg, 4059 Stewart Rd., Iowa City, IA 52240.

**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.

- 1) Hire part-time conservation education supervisor to coordinate activities
- 2) Develop curriculum and implement enhanced programming
- 3) Train educators in the new curriculum
- 4) Disseminate the new program to nature centers, museums and teachers statewide
- 5) Conduct an Attitude and Awareness Survey to assure attitudes and behavior are changing.
- 6) Disseminate the youth outreach program, Hey, That's My River! Storm Drain Stenciling to teachers and educators
- 7) Publicize project and CEP's contribution
- 8) Evaluate

<b>EXAMPLE</b>	<b>Percent completed to date</b>
<p><b>#1:</b> Market REAP CEP and workshops (i.e., public communications)</p> <p><b>Activities:</b></p> <ol style="list-style-type: none"><li>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.</li><li>2) Two workshop announcements published in Iowa Environmental Council listserv and in Iowa Conservation Education Council newsletter</li></ol> <p><b>Additional explanation:</b> 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><b>#1:</b> Hire part-time conservation education supervisor to coordinate activities</p> <p><b>Activities:</b></p>	100%

<p>1. Kristi Karwal-Clark was hired.</p> <p><b>Additional explanation, if needed:</b></p>	
<p><b>#2:</b> Develop curriculum and implement enhanced programming</p> <p><b>Activities:</b></p> <ol style="list-style-type: none"> <li>1. Curriculum was reviewed by staff and updated</li> <li>2. Curriculum review workshop was held to garner input</li> </ol> <p><b>Additional explanation, if needed:</b> Review and evaluation of the National Mississippi River Museum &amp; Aquarium’s existing curriculum was lead by Kristi Karwal-Clark along with Mark Wagner and Amber Majerus of the Museum education staff. The new curriculum was written and a curriculum review workshop was held for area teachers, curriculum directors, naturalists, and key educators. The curriculum review workshop was held on February 9, 2008 to assure that the curriculums fit the needs of their targeted populations. During the workshop, the participants received copies of the curriculum and their input is being used to refine it. This workshop was invaluable in assessing the needs of the educators who will be implementing the curriculum. During the workshop, teachers expressed enthusiasm for the upcoming Open House/Training in Dubuque that will occur later in the grant cycle.</p> <p>Workshop participants were given overviews of current and draft curriculum, and had the opportunity to comment on the structure, age appropriateness, outreach components, appropriateness to federal, state and local education standards, and web links. One suggestion was to include the current water testing unit during the offered Eco-Tours to give students hands on science experience. Another suggestion was to add more use of microscopes. Teachers pointed out topics not currently discussed in curriculum, such as salt pollution, global warming, and algae studies. There were even suggestions offered for the planned expansion of the Museum &amp; Aquarium such as a cut away of the building to show the materials used in construction, discussion of its carbon footprint, and displays in the bathrooms to inform visitors where the water goes once it enters the drains.</p> <p>With input from the teachers, work has continued on curriculum development, with research and evaluation of the new and current curriculum. Over 30% of the curriculum presented at the workshop was new. The review suggestions have been incorporated into the new curriculum, including components from existing programming transferred to the new curriculum. While incorporating existing components into the new curriculum may be seen as using the same programming, all of the preexisting components have been refined and additional needs identified and corrected, some components received substantial additions and revisions. Identified activities were moved to pre and post activities per workshop findings.</p>	40%
<p><b>#3:</b> Train educators in the new curriculum</p> <p><b>Activities:</b></p> <p><b>Additional explanation, if needed:</b> This objective will be implemented after final revision of curriculum (March 1, 2008).</p>	0%
<p><b>#4:</b> Disseminate the new program to nature centers, museums and teachers statewide</p> <p><b>Activities:</b></p> <ol style="list-style-type: none"> <li>1. Karwal-Clark and Wagner will disseminate the curriculum at a breakout session of the Iowa Association of Naturalists fall meeting</li> <li>2. Karwal-Clark and Wagner will present at the Iowa Science Teachers Section</li> </ol>	

meeting in October 2008	
<b>Additional explanation, if needed:</b> The naturalist and educator workshop will be conducted as a breakout session at the Iowa Association of Naturalists fall 2008 meeting in Waterloo. This will allow for the greatest dissemination of materials as we are traveling to the target market assuring higher attendance figures. We are also presenting on the project to raise awareness of the new curriculum.	
<b>#5:</b> Conduct an Attitude and Awareness Survey to assure attitudes and behavior are changing  <b>Activities:</b> 1. Attitude survey has been drafted.  <b>Additional explanation, if needed:</b> The attitude survey is being crafted, and staff have developed appropriate graphics for the materials. Susan Salterberg has offered to review the survey. It will soon be sent out to schools preparing for a trip to the Museum & Aquarium.	25%
<b>#6:</b> Disseminate the youth outreach program, Hey, That's My River! Storm Drain Stenciling to teachers and educators  <b>Activities:</b>  <b>Additional explanation, if needed:</b> This activity begins March 1	0%
<b>#7:</b> Publicize project and CEP's contribution  <b>Activities:</b> 1. The project was presented at the curriculum review workshop with acknowledgment of CEP's contribution.  <b>Additional explanation, if needed:</b>	5%
<b>#8:</b> Evaluate  <b>Activities:</b>  <b>Additional explanation, if needed:</b>	0%

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

Yes       No

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](mailto:Salterberg@uni.edu) or 319-337-4816 to determine whether board approval is needed for your proposed changes.

The Curriculum Review Workshop, held in early February, found that more than 50% of participants desired to receive the materials on a CD so that they can change the curriculum to suit their needs. The curriculum will also be disseminated via the web as a pdf which is a static document, and users will be unable to revise it. This two pronged approach will allow teachers who have slow internet connections to access the material via the CD, and give them the flexibility to tailor the document to fit their own curriculums. This change will add to supply expenses, necessitating a revised budget (attached with

revised budget narrative). The CD will be distributed at the Iowa Association of Naturalists fall 2008 conference in Waterloo. CDs will give us the opportunity to use the REAP logo on the jewel case.

The naturalist and educator workshop will be held in conjunction with the Iowa Association of Naturalists. Karwal-Clark and Wagner will be presenting the curriculum in a breakout session. This change will free up money in travel which can be moved, with approval, to the creation of the CDs. Further distribution will occur at the Iowa Science Teachers Section meeting in October 2008, with Karwal-Clark and Wagner presenting. Other teacher conferences are being looked at as possible dissemination points.

The teacher workshop will still be held in Dubuque as originally planned. Participants will receive the curriculum on CD. Food will be purchased for the teacher workshop to encourage attendance as the teachers will not be receiving an honorarium.

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:

**For midterm report, go to Question 9.**

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

10) **Other comments?**

We are very pleased with the progress of this project. The enthusiasm expressed by the curriculum review workshop participants confirms that this project is needed. We thank the REAP CEP program for its support.

## Part II—REAP CEP Midterm Project Expenditure Summary

For your **midterm report**, please submit this completed form by Feb. 15, 2008, along with Part I, via e-mail to [salterberg@uni.edu](mailto:salterberg@uni.edu). 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 Sept. 31, 2008.) See Grant Agreement, Attachment B, for a copy of the Billing Form. Send billing information to: Susan Salterberg, 4059 Stewart Rd., Iowa City, IA 52240.

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**Project Title and Number: 08-10**

*Do not include non-REAP CEP expenditures* in the table below. E-mail to [Salterberg@uni.edu](mailto: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)	\$19,600	\$1,099.92	\$1,099.92	\$24,510.08
2. Travel	\$2,870	\$45.10	\$45.10	\$2,824.90
3. Supplies	\$640	\$89.02	\$89.02	\$550.98
4. Other	\$2,500	\$102.34	\$102.34	\$2,397.66
5. Indirect costs	\$0	\$0	\$0	\$0
6. Total	\$25,610	\$2,863.80	\$2,863.80	\$22,746.20

These figures include expenses up to February 15, 2008.

**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](mailto: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.