Any person attending the public meeting and has special requirements such as those related to mobility or hearing impairments should contact the DNR or ADA Coordinator at 515-725-8200, Relay Iowa TTY Service 800-735-7942, or Webmaster@dnr.iowa.gov, and advise of specific needs.

For details on the REAP CEP meeting schedule, visit http://www.iowadnr.gov/Conservation/REAP/REAP-Funding-at-Work/Conservation-Education

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Resource Enhancement and Protection (REAP)
Conservation Education Program (CEP)
August 13, 2019   8:00 AM
Teleconference

Phone Number (570)-865-1349 - PIN: 479 127#
Join Hangouts Meet meet.google.com/bfq-joeb-hjd
Meeting ID meet.google.com/bfq-joeb-hjd

All are welcome to attend the entire public meeting.

Agenda Topics
Welcome & Introductions  Jerah Sheets
June 19, 2019 Meeting Minutes
18-04 Request to Rescind and Time Extension Only
General Discussion
Adjourn

Any person attending the public meeting and has special requirements such as those related to mobility or hearing impairments should contact the DNR or ADA Coordinator at 515-725-8200, Relay Iowa TTY Service 800-735-7942, or Webmaster@dnr.iowa.gov, and advise of specific needs.

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MINUTES

OF THE

RESOURCE ENHANCEMENT AND PROTECTION (REAP) CONSERVATION EDUCATION PROGRAM (CEP)

MEETING

JUNE 19, 2019

FORT DODGE PUBLIC LIBRARY
424 CENTRAL AVENUE
FORT DODGE, IA

RECORD COPY

Filename: ADM 1-1-1
Sender’s initial: ______
Board Approved: __
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MEETING MINUTES

CALL TO ORDER
The meeting of the Resource Enhancement and Protection (REAP) Conservation Education Program (CEP) was called to order by Board Administrator Jerah Sheets at 9:10 a.m. on June 19, 2019 at the Public Library in Fort Dodge, Iowa.

BOARD MEMBERS PRESENT
Charlene Elyea, Iowa Association of Naturalist (IAN)
Kris Kilibarda, Department of Education (DOE)
Craig Edmondson, Iowa Conservation Education Coalition (ICEC)
Patrice Petersen-Keys, Iowa Association of County Conservation Boards (IACCB)
A Jay Winter, Department of Natural Resources (DNR)

COMMISSIONERS ABSENT
None

WELCOME & INTRODUCTIONS
• Jerah Sheets, REAP CEP Coordinator, welcomed the Board members and noted there were no members of the public present.
• Board members introduced themselves to each other. Kris Kilibarda announced her new role with the Department of Education and Eric Hall will be starting in July 2019 to represent DOE on the board.

INFORMATION

REAP CEP COORDINATOR UPDATES
• Jerah Sheets shared with the Board a summary of the efforts over the years to streamline, clarify, and update processes and procedures for the application & reporting processes along with the website. He distributed a visual outlining the major steps of program management for the Department.
• Jerah Sheets introduced the topic of grant application items submitted after the deadline and obtained feedback from the Board members on their viewpoint of supplemental items like letters of support compared to content for the grant application.
• Jerah Sheets shared the outreach/marketing efforts for REAP CEP. Board members Elyea and Petersen-Keys shared their observations from the IAN Conference. Board members will provide additional opportunities for marketing the REAP CEP program.
• Jerah Sheets shared with the Board the Legislature allotted $12 million in REAP funds. The REAP program is celebrating 30 years and will sunset in 2021. During the fall of 2019, REAP Assemblies will be held across the state for local areas to discuss the citizen fund. At the REAP Assemblies, delegates will be selected to attend the REAP Congress.
• Jerah Sheets lead a discussion for the Board to review each of the Board Policies to maintain, adjust, or terminate.
  o Maintain - Effective November 25, 2013, the CEP Board has authorized REAP CEP Coordinator Tammie Krausman or Designee to represent the Board and approve, deny, or defer to the Board timeline amendment requests that are six months or shorter in length. In cases where the grantee requests additional timeline amendment(s), the amendment request(s) will be taken to the CEP Board. Motion carried unanimously.
  o Maintain – Effective June 3 5, 2009, the Board rotates the chairperson each meeting in alphabetical order of last name.
- **Maintain** - Any grant proposal submitted where there is potential for conflict of interest are not scored or voted by those members. Examples: 1) a proposal submitted by an organization represented by committee members, 2) potential for financial gain, 3) professional conflict, 4) or family connections to a project.
- **Maintain** – Effective June 2012, the creation of the mini grant category.

**REAP CEP BOARD MEMBER UPDATES & GENERAL DISCUSSION**

- The time allotted on the agenda was deferred to the 18-04 Time Extension Request.

**INFORMATION**

**18-04 PROJECT EXTENSION REQUEST**

Lynne Campbell and project partners were available on the audio conference line to provide a summary of the project up that point, explain the request for time extension and budget line item adjustments, and answer questions from the Board.

<table>
<thead>
<tr>
<th></th>
<th>Original Budget</th>
<th>Change Request</th>
<th>Requested Budget</th>
<th>Board Approved</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Travel</td>
<td>1,350</td>
<td>0</td>
<td>1,350</td>
<td>1,350</td>
</tr>
<tr>
<td>Supplies</td>
<td>7,960</td>
<td>13,935</td>
<td>21,895</td>
<td>12,000</td>
</tr>
<tr>
<td>Technology</td>
<td>1,800</td>
<td>600</td>
<td>2,400</td>
<td>1,800</td>
</tr>
<tr>
<td>Other: $20,329</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Professional dev</td>
<td>18,000</td>
<td>(14,535)</td>
<td>3,465</td>
<td>3,465</td>
</tr>
<tr>
<td>- Indirect costs</td>
<td>2,329</td>
<td>0</td>
<td>2,329</td>
<td>1,490</td>
</tr>
<tr>
<td>Total</td>
<td>31,439</td>
<td>0</td>
<td>31,439</td>
<td>20,105</td>
</tr>
</tbody>
</table>

*Motion was made by Kris Kilibarda to approve the total supplies category to be increased to $12,000, no change to the technology category, supplies to be purchased by July 15, 2019 and the final report to be due by August 15, 2019. Seconded by Patrice Petersen-Keys. Motion carried unanimously.*

**EXTENSION REQUEST AMENDED**

**LUNCH BREAK**

**WELCOME & INTRODUCTIONS**

- According to the Board’s policy, chairpersons serve in alphabetical order. Ajay Winter announced his role as chair to facilitate the meeting.
- Kris Kilibarda announced her new role with the Department of Education and leaving the REAP CEP Board. Eric Hall will be representing the DOE at future REAP CEP Board meetings. She thanked everyone for the experience and looks forward to the accomplishments of the REAP CEP program.
- Board members introduced themselves and the organization they represent. Guests also had an opportunity to introduce themselves and the organization they represent.
- Chairperson Winter summarized the process for the review of grants.
**REAP CEP COORDINATOR UPDATES**

- Jerah Sheets encouraged the Board and audience to be engaged with their local REAP Assembly this fall. He summarized the purpose of the REAP Assemblies and how the assemblies pick delegates to represent the area of the state at REAP Congress.

### INFORMATION

#### REVIEW OF PROPOSALS – MINI-GRANT APPLICATIONS

<table>
<thead>
<tr>
<th>RECIPIENT</th>
<th>Grant Title</th>
<th>GRANT Request</th>
<th>Grant Approved</th>
<th>ICEC</th>
<th>IAN</th>
<th>DED</th>
<th>IACCB</th>
<th>DNR</th>
</tr>
</thead>
<tbody>
<tr>
<td>University of Northern Iowa</td>
<td>Land &amp; Water Stewards AmeriCorps Water Quality Monitoring Program</td>
<td>$3,500</td>
<td>$3,500</td>
<td>Motion</td>
<td>Motion</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Prairie Rivers of Iowa</td>
<td>Examining an Approach to Water Testing</td>
<td>$3,500</td>
<td>$3,500</td>
<td>Motion</td>
<td>Motion</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>ISU Extension and Outreach</td>
<td>Youth Fishing and Outdoor Camp</td>
<td>$1,163</td>
<td>$1,163</td>
<td>Yes</td>
<td>Yes</td>
<td>Motion</td>
<td>Motion</td>
<td>Yes</td>
</tr>
<tr>
<td>Delaware County</td>
<td>Citizen Land Steward Project</td>
<td>$3,435</td>
<td>$0</td>
<td>Motion</td>
<td>Motion</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td>$11,598</td>
<td>$8,163</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### REVIEW OF PROPOSALS – STANDARD-GRANT APPLICATIONS

<table>
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<tr>
<th>RECIPIENT</th>
<th>Grant Title</th>
<th>GRANT Request</th>
<th>Grant Approved</th>
<th>ICEC</th>
<th>IAN</th>
<th>DED</th>
<th>IACCB</th>
<th>DNR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Iowa Public Television</td>
<td>Iowa Environmental Science PheNomena &amp; Teacher Cohort</td>
<td>$36,219</td>
<td>$36,219</td>
<td>Motion</td>
<td>Motion</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Iowa State University of Science</td>
<td>Creating accessible, modern references on Iowa’s natural resources</td>
<td>$27,082</td>
<td>$27,082</td>
<td>Yes</td>
<td>Yes</td>
<td>Motion</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>and Technology</td>
<td>Watershed Guardian Teacher Workshop for Urban Stormwater Conservation</td>
<td>$4,459</td>
<td>$4,459</td>
<td>Motion</td>
<td>Motion</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>University of Iowa</td>
<td>Targeting Underserved Adults With Immersive Science Games</td>
<td>$12,709</td>
<td>$12,709</td>
<td>Yes</td>
<td>Motion Seconded Yes</td>
<td>Motion to Vote Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>------------------</td>
<td>----------------------------------------------------------</td>
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</tr>
<tr>
<td>University of Northern Iowa</td>
<td>Iowa's Rivers and Her Valleys - New Curricula</td>
<td>$40,241</td>
<td>$40,241</td>
<td>Motion Seconded Yes</td>
<td>Motion to Vote Yes</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
</tr>
<tr>
<td>Iowa State University Landscape Architecture</td>
<td>Planning (and Planting) for Bird Friendly Neighborhoods in Iowa</td>
<td>$30,500</td>
<td>$0</td>
<td>Motion Seconded No</td>
<td>Motion to Vote No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Trees Forever</td>
<td>Stewards of the Beautiful Land</td>
<td>$18,237</td>
<td>$18,237</td>
<td>Motion to Vote Yes</td>
<td>Motion Seconded Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
</tbody>
</table>

**Funding Ceased**

Charlene Elyea made a motion to cease funding and roll over the remaining funds to the next grant cycle. Seconded by Kris Kilibarda. Motion carried unanimously.

<table>
<thead>
<tr>
<th>Iowa Organic Association</th>
<th>Growing Organic Opportunities in Iowa</th>
<th>$19,531</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>East and West Pottawattamie SWCD</td>
<td>Pottawattamie SWCD Conservation Education Coordinator</td>
<td>$30,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| Total | $ | $218,978 | 138,947 |

**APPROVAL OF MINUTES**

*Motion was made by Charlene Elyea to approve the November 27, 2018 meeting minutes. Seconded by Craig Edmondson. Motion carried unanimously.*

**ADJOURN**

Kris Kilibarda made a motion to adjourn at 2:45 p.m. Seconded by Craig Edmondson. Motion carried unanimously.
August 1, 2019

Dear REAP CEP Board,

Thank you for supporting the Monarch Butterfly Outreach Program (REAP CEP 18-04) with Prairie Lakes Area Education Agency. We were unable to provide the professional development for all anticipated teachers due to the school year ending in June from weather related closings.

We respectfully Request to Rescind the 6/19/19 decision adjusting the final date and funding amount of the grant.

We respectfully request a time extension only for grant 18-04 for the final report to be due 11/15/19.

To meet the original grant scope, we have hosted 80 teachers to date, and remaining teachers will participate in a Virtual Canvas Course Monarch Eggs Project professional development opportunity starting in August. By allowing the time extension, we will be able to reach 300 teachers, collect the data for the final report, process all professional development payments, and meet the original grant application scope and budget.

We thank you for your review of our project requests.

Lynne Campbell

Chris Knight-Gipe