

VENTURE GRANT BUDGET OUTLINE

You must provide a detailed budget and budget narrative for each proposal submission.

Please note that Venture Grant dollars should not be requested for the purchase or lease of computer equipment, to supplant salaries or reimburse for release time of those involved in service projects, to provide student Alternative Break opportunities (although establishing new programs may be funded), to pay students to serve or for tuition scholarships. Faculty/staff/student time may be used as part of the match, but for no more than 75% of the entire match.

<u>ITEM</u>	<u>GRANT REQUEST</u>	<u>MATCH</u> (Specify In-Kind or Cash)	<u>DESCRIPTION</u>
1. Project Learning Tree –materials http://www.plt.org/	625.00		\$25.00 x 25 college students
2. Project Wild – materials http://www.projectwild.org/	875.00		\$35.00 x 25 college students
3. Workshop Instruction Time for Instructor		840.00	6 hours for each workshop; 8 hours prep = 14 hrs. per workshop \$30.00 x 28 hours
4. Individual Instruction and Mentoring Time		1,125.00	1.5 hour per each college student \$30.00 x 37.5 =
5. Materials for Classroom Kits	1,300.00		10 Fieldtrip Kits @ \$130.00 each
6. Buses for FieldTrips		1,000.00	40.45 per hour drive time; \$30.00 per hour wait time. Some students may walk. Approximately 10 -12 trips (up to 50-70 students/chaperones on a bus) would be supported
7. Printing Costs Duplication of Instructional Materials		200.00	4,000 pages @.05 a copy
8. AV Equipment – Water Resistant Video Camera	700.00		\$650.00 \$50.00 Tripod;
9. AV Equipment		1000.00	EDUC Department digital and classroom video cameras; 10 digital audio recorders; PC and Mac computers w/ editing software
10. DVDs / Mini DVs and Video-editing		135.00	50 sixty-minute DVs @ 1.99 each = \$100.00; DVD package \$35.00
11. Facilities and Equipment for the Showcase of Learning		200.00	25 tables x 24 hours @ 50.00 Science Atrium space x 24 hours @ 50.00 LCD screens/projectors – 100.00
12. Faculty /staff Time		1,000.00	\$50.00 x 20 hours
TOTALS	\$3,500	5,500	

Budget Narrative

The funds from the grant will be used to support the *Project Learning Tree* and *Project Wild* workshop materials required for instruction for the Albion College prospective teachers. After participation in the workshops the prospective teachers will develop curriculum and fieldtrips for their classrooms in the Albion Public Schools. The prospective teachers will work in pairs or small groups in consultation with the Whitehouse Nature Center Director to plan and purchase materials for field trip curriculum kits. The budget table is intentionally not explicit in describing the specific contents of the kits. An important aspect of the service-learning is that the prospective teachers will gain experience considering budgets, learning goals and the needs of their learners/classrooms when choosing instructional materials. Here are samples of the types of program/ class kits that may be developed:

- Aquatic Kit: nets, bug boxes, cast net, test kits for alkalinity, dissolved oxygen, pH, turbidity, field guides,
- Forest Kit: bug boxes, hand lens, field guides, blind-folds, leaf replicas, soil test kits,
- Animal Kit: tracks, scat replicas,
- Bird Kit: tracks, binoculars, field guides,

The kits would be utilized during the fieldtrips and would remain in the possession of the Whitehouse Nature Center for future educational outreach. The WNC will purchase a water-resistant digital video camera to document teaching and learning during the duration of the grant. The WNC does not currently have any video equipment. The camera would stay at the WNC to support future collaborative projects by Albion College students and to continue to document outdoor learning for future fieldtrips and events.

Matching funds will be provided to support instructional time for the workshops and fieldtrip development, fieldtrip bus travel, audiovisual equipment and printing from the Education Department. Also, the College donates facilities, audiovisual equipment, tables and faculty and staff time to support the annual Showcase of Learning.