



NEW HAMPSHIRE
CHARITABLE FOUNDATION
UPPER VALLEY REGION

WELLBORN ECOLOGY FUND
INSTRUCTIONS FOR GRANT APPLICATIONS - 2016

The Wellborn Ecology Fund (WEF) is dedicated to increasing environmental and ecological knowledge in the Upper Valley. WEF was established through a bequest by the late Marguerite Wellborn, a former Hanover resident and avid naturalist with an enduring passion for studying and protecting the natural world. She believed that teaching people to appreciate our natural systems and to understand their scientific underpinnings were crucial first steps toward developing the attitudes and skills necessary to protect and conserve those systems.

The mission of the Wellborn Ecology Fund is to support experientially-oriented, place-based, ecology-education programs that focus on the people and communities of the Upper Valley. These programs should provide Upper Valley residents with the knowledge, experience, skills, and understanding necessary to make informed decisions and take useful actions aimed at protecting and sustaining the natural systems of the region.

Wellborn Vision - We imagine a region in which:

- People of all ages, backgrounds and abilities can learn about the natural systems of the Upper Valley and the impact of human activity on those systems.
- All residents have ready access to nature—to learn about and enjoy our incredible landscape and natural systems.
- There is a growing network of individuals, organizations and communities working to promote and implement access to nature and ecology education.
- Upper Valley residents gain the ecological knowledge and skills they need to enable them to protect, restore and steward our natural systems.
- Ecological sustainability and environmental stewardship are core values.

Wellborn Goals

- Reach underserved communities and constituencies in the Upper Valley.
- Promote partnerships and collaborations between and among schools, colleges, environmental learning centers, nonprofit organizations, municipalities, community groups, and other institutions.
- Support existing environmental-education institutions in the region.
- Enhance leadership and expertise among individuals to better serve their organizations, communities and the region.
- Leverage resources to encourage more community and financial support for environmental/ecology programs.
- Enhance the scientific foundation for education and action.
- Promote replication of successful practices and proven models.

Wellborn Strategies

1. Starting or enhancing place-based, experientially-oriented ecology-education programs in schools by supporting teachers, schools, school districts, and the nonprofit organizations that work with them.
2. Supporting teachers to participate in professional-development programs that specialize in place-based ecology education.
3. Enhancing hands-on, nature-based, outdoor learning approaches that are tied to Common Core and Next Generation Science standards.
4. Improving, enhancing or creating access to natural areas within walking distance of schools, and helping to integrate learning opportunities in those natural areas with school curriculum.
5. Providing opportunities for youth to have immersion experiences in nature at schools, environmental learning centers, after-school programs, etc.

Key Objective - Starting in 2013, NHCF is focusing Wellborn grants and other resources to increase access to high-quality place-based ecology education in schools, with particular emphasis on K-8 education in underserved New Hampshire school districts, such as Claremont, Mascoma and Newport.

ELIGIBILITY

We accept grant applications from organizations recognized as public charities (tax exempt under Section 501c3 of the Internal Revenue Code) and from public agencies, such as schools. Organizations that do not have public-charity status may apply for grants if another public charity acts as a fiscal sponsor.

GRANT FOCUS

We accept proposals for specific, discrete, short-term projects that address one or more of the Wellborn Goals and implement one or more of the Wellborn Strategies, listed above. These may include program planning and design, start-up funding for new/expanded initiatives, equipment or supplies for new or existing programs, implementing successful practices, and so on. We will not make multi-year grants, but we can discuss potential future funding for multi-year work. We will accept applications for up to **\$5,000** in Wellborn funding. Matching funds are not required, but leveraging other resources—such as cash, other grants, in-kind services, volunteer effort, etc.—makes the application stronger.

WHAT TO SUBMIT

- **Completed Application Form (four pages)** – The form is available at www.nhcf.org/wellborn. In addition to basic information about your organization, the form requires specific information about the proposed project/program (each question has a text box to fill in):
 1. Executive Summary (100 words) – *Briefly* summarize the proposed project, its importance and the expected results.
 2. Need (200 words) – Describe the need/opportunity for the project in the affected school/community.
 3. Project Description (250 words) – Describe the proposed project/program in greater detail, including major activities, key people involved and timetable.
 4. Wellborn Goals (250 words) – How does the project/program advance one or more Wellborn goals?
 5. Results (200 words) – If the project/program is successful, what will be different as a result of your work? List three measurable outcomes you expect to occur.
 6. Sustainability (150 words) – If this work is on-going, how will you sustain it—both financially and programmatically—beyond this grant? If it is not on-going, how does it advance organizational goals and/or create lasting benefit for school or community?
- **Required Attachments** - Label clearly and include in order listed below:
 - **Project budget (one page)** showing income and expenses for the proposed work – use template provided.
 - **Current operating budget (one page)** for organization (or fiscal sponsor).

In addition, the application may include up to two (2) letters of support from prospective partners, colleagues who can speak to the effectiveness of the organization, or those who will benefit from the project.

DEADLINE AND SUBMISSION DETAILS

You must submit your grant applications via email. Please be sure your email arrives at the Charitable Foundation by **5:00 PM on Friday, July 22, 2016**. To submit via email:

- Applications **MUST** be directed to kp@nhcf.org. We will accept applications sent to this address only.
- All elements of the application (application form and attachments) must be attached to one email. Multiple emails will not be accepted. We prefer a single document (such as a PDF that includes all elements of the application) but it is not required.
- The subject line of your email submission **MUST** contain “WELLBORN” and your organization’s name.
- You will receive a reply email to acknowledge receipt of your application.

WHAT TO EXPECT AFTER YOU APPLY

After your application is received, staff review it based on your written proposal and WEF goals and grant priorities. We expect to have final grant decisions by August 5, 2016.

QUESTIONS

If you have questions or need more information, please contact Senior Program Officer Kevin Peterson at 603-263-8370, or by email at kp@nhcf.org.