

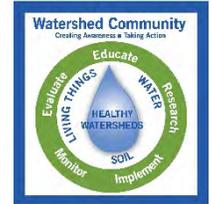
# Watershed Champion Grant Guidelines 2022 (up to \$1000) Due December 17, 2021 or April 8, 2022

Corporate Services 519-235-2610 or 1-888-286-2610

*Our watershed community conservation strategy is to work with residents to create awareness and take action to improve watersheds for healthier communities and healthier people.*

## **Purpose of the Watershed Champion Grant:**

- To provide schools with funds for stewardship projects that will improve surface and groundwater quality, forest cover and overall watershed health
- To provide schools with funds for public educational projects about the watershed



This document is designed to help you think about all the important elements of your project. Ausable Bayfield Conservation Authority (ABCA) is looking for projects which have realistic and attainable goals. In addition, your project should have measurable and manageable actions which can be completed within the specified timelines. Take time to collaborate with your green team and/or school staff to come up with a great project or consider one of three ABCA Packages: “Exploration in your School Yard” or “Pollinator Garden” or “More Trees Please” or “Restore a Garden”. If one of these packages is of interest to you, please fill out the necessary sections of the Google Forms application and ABCA will be in touch to work with the school to address feasibility and put together the details of the project. More details on these packages are in the Project Information Section.

Please go to the ABCA’s website ([abca.ca](http://abca.ca)) to find the link to the application.

## **Preparing a Strong Application for a school-designed project:**

- Make sure all necessary sections of the Google Forms application are complete
- Submit your application before the deadlines

Spring Project (April-June): December 17, 2021 (Project Approvals January 24, 2022)

Fall Project (September-November): April 8, 2022 (Project Approvals May 13, 2022)

- Demonstrated involvement of students
- Approved by the Principal
- Approved by the School Board or Property Owner
- Well-articulated problem and project
- Project considers a seasonal maintenance strategy
- Project supports local biodiversity
- Project improves the overall water quality
- Plans for community outreach

Please contact Denise ext. 255 or [diszczuk@abca.ca](mailto:diszczuk@abca.ca) or Nina ext. 262 or [nsampson@abca.ca](mailto:nsampson@abca.ca) if you have any questions about your project eligibility and/or ABCA Packages and/or the application process.

## **Section A General Information:** **Eligibility of Applicant and Project Timeline**

### **Is your school located within the Ausable Bayfield Conservation Authority?**

Please check the table below to see if your school is listed as a watershed school. This table also includes the watershed and municipality in which the school buildings are located.

### **Decide on when you want to implement your project.**

- Spring Project** (Taking Action timing for May-June)
- Fall Project** (Taking Action timing for October-November)

<b>Watershed</b>	<b>School Name</b>	<b>Municipality</b>
Bannockburn	Huron Centennial	Bluewater
Bayfield Headwaters	Seaforth	Huron East
	St. Columban	Huron East
	St. James	Huron East
	St. Patrick's	West Perth
Black Creek	Bluewater Coast	Bluewater
Gullies	St. Boniface	Bluewater
Little Ausable	Wilberforce	Lucan Biddulph
Lower Parkhill	Grand Bend	Lambton Shores
	Our Lady of Mount Carmel	South Huron
Main Bayfield	Central Huron Secondary School	Central Huron
	Clinton	Central Huron
	Huron Christian	Central Huron
	St. Anne's Catholic High School	Central Huron
	St. Joseph's	Central Huron
Middle Ausable	Adelaide W.G MacDonald	Adelaide Metcalfe
Mud Creek	Bosanquet Central	Lambton Shores
Nairn Creek	East Williams	North Middlesex
Upper Ausable	Exeter Elementary	South Huron
	Precious Blood	South Huron
	South Huron District High School	South Huron
Upper Parkhill	McGillivray Central	North Middlesex
	North Middlesex District SS	North Middlesex
	Parkhill West Williams	North Middlesex
	Sacred Heart	North Middlesex
	Stephen Central	South Huron

- Project plans must be reviewed by school board and/or landowner to ensure that the project aligns with school board/property best-practice guidelines and align with long-term construction plans at the school or community facility.
- Certification as an [Ontario EcoSchool](#) is not necessary to apply but the proposed project may contribute to your overall certification.
- **Project Accessibility**—Please note that schools must comply with their regional and/or provincial accessibility standards for persons with disabilities. For example, schools in Ontario must follow the [Accessibility for Ontarians with Disabilities Act](#). We recommend working with your school Principal or facilities department to learn how to ensure that your project design complies with your local standards for accessibility.
- **Legal Requirements**—Applicant must ensure that the project meets all the legal requirements including municipal bylaws, provincial acts and federal legislation.

## **Section B: Project Information**

- The project must be one of two categories: *Creating Awareness* or *Taking Action*

*Creating Awareness* is an educational project which promotes and encourages positive action

- Be an ambassador – set a positive example
- Promoting responsible behaviour – Off-road or ATV use; hazardous waste; water use and conservation; use and disposal of harmful chemicals
- Raise awareness including Yellow Fish Road™ program
- Create recreational/educational opportunities
- Develop a conservation strategy for school or a carbon offset program
- Sponsor a guest speaker

*Taking Action* is a hands-on positive action project which monitors, implements or researches water, soil and living things

- Clean water diversion including rain gardens
- Controlling erosion
- Enhancing wildlife habitat
- Grassland restoration and enhancement
- Improving streams
- Planting trees and shrubs
- Wetland restoration and enhancement
- Creating a living snow fence
- Clean ups
- Collecting and reporting on environmental features including performing a tree inventory

### **ABCA Packages**

If you select one of these four packages, you will need to tell us how this meets the needs of your school and benefits watershed health. ABCA will be in touch to work with the school to address feasibility and consult with applicant on the details of the project.

Package 1: Exploration in Your School Yard (Creating Awareness)

Includes:

- An ABCA staff to consult with you on project specifics
- An ABCA staff to assist in project delivery for one day
- Up to \$500 worth of exploration tools

Package 2: Pollinator Garden (Taking Action) Approximate size: 2 x 2 metres

Includes:

- An ABCA staff to consult with you on project specifics
- An ABCA staff to assist in project delivery for one day
- Up to \$500 worth of pollinator plants

Package 3: More Trees Please (Taking Action)

Includes:

- An ABCA staff to consult with you on project specifics
- An ABCA staff to assist in project delivery for one day
- Up to \$500 worth of trees and/or shrubs (approx. 20, 1.5m tall trees)

Package 4: Restore a Garden (Taking Action)

Includes:

- An ABCA staff to consult with you on project specifics
- An ABCA staff to assist in project delivery for one day
- Up to \$500 worth of shrubs and/or plants

## School-designed Projects

The following information is required. Please answer the questions clearly, concisely on the application form. Point form is acceptable.

### Questions:

1. Choose the type of project. It must be one of two categories: *Creating Awareness or Taking Action*
2. Please describe how your school would benefit from the selected project and how it would benefit the community's watershed health.
  - Think locally, it may be a problem in the schoolyard or at a local park or nearby property. Specify the connection between your problem and the watershed health in terms of soil, water or living things.
3. Will there be community involvement? Indicate Yes or No or Maybe
  - A project which has thought about including the greater community at some point through the process will have a greater impact
4. Project Title: Give a suitable and unique name for your project.
5. List two goals of the project.
  - Consider what you want to achieve. Be specific. If you want your project to succeed then you need to have some set goals to help you stay focused.
6. How will the success of the project be measured? (how much, how many, how will I know when my project is accomplished?)
  - Think about how to measure the success. There are many different levels of measuring success. Remember your success is our success and it will help us when sharing with others the merit of your project.
7. What actions need to happen in order to complete your project?
  - Think about the steps which will have to happen in the next few months and what your priorities for action are.
8. Will there be an educational component to the project? Indicate Yes or No
  - A project which has thought about an educational component at some point through the process will have a greater impact
9. Are you planning for ABCA education staff to be part of your school-designed project? Indicate Yes or No or Maybe
  - ABCA may have additional funding (outside of the amount requested) to cover a day to help with the implementation of your project

## **Section C: Budget for projects designed by the school**

Please provide a budget of the school-designed 'Creating Awareness' or 'Taking Action' project including all expected expenses. We only require a budget for the items you are requesting funding for through the grant application. Please see the list below for examples of Eligible and Ineligible Costs.

If you are interested in one of the four ABCA packages: "Pollinator Garden" or "More Trees Please" or "Restore a Garden" or "Exploration in Your School Yard", you will not be required to fill out a budget as it has been predetermined and ABCA will cover the expenses.

### **Eligible Costs:**

- Costs for educational material or supplies for hosting events
- Materials and supplies for specific projects
- Native trees, shrubs, wildflowers and herbaceous plants  
[ABCA sells native trees and shrubs. The spring order deadline is the end of February and the end of September. Call ABCA for details.](#)
- Professional services (such as design professional or native species expert) to a maximum of \$500
- Garden tools and equipment
- Soil toxicity or water quality analysis for schools to a maximum of \$120
- Laboratory fees

### **Ineligible Costs:**

- Rental of School Board facilities and equipment
- Pre-built items (items which students could make)
- Water bottle filling stations
- Non-native trees and shrubs
- Maintenance, repairs or replacement of existing features
- Replacement stock for trees damaged through vandalism, misuse of equipment or spray drift
- HST: Grant will not be paid on HST if the applicant is entitled to a HST rebate

## **Section D: Taking Action Project Design**

**Note: If your project category is 'Creating Awareness', you are not required to fill out this section as the project is educational and does not require a design.**

Provide two maps, one showing the location of the project within your school yard or wider community, and one sketch map of the proposed school designed project.

The following information will also be required, if you have checked one of the two ABCA packages for Taking Action: "Pollinator Garden" or "More Trees Please". Please refer to the Watershed Champions Grant Guidelines document for specific information on the space required for each of these packages.

### **School Yard or Community Map**

Please find an aerial view of your current school grounds or other community area where the project will be completed. Include the distance to and location of watercourses. Include any other information that you feel is important.

Check out CAMaps.ca or your local county's website for mapping tools or Google Maps for aerial views.

Please be sure to circle or highlight the location of proposed project.

An aerial view will help ABCA staff see:

- Building location(s)
- Parking areas
- Existing trees and/or gardens on site
- Surrounding roads

### **Project Sketch/Map**

Upload a close-up sketch of the proposed project site showing the location in the school yard or community. Include any other information that you feel is important. Since the scale of your drawing may not be the same when viewed online, be sure to include labels for all distances.

Depending on your project, you might also want to include:

- The location of all exterior water taps
- Location of all overhead and underground utility lines, electrical lines, water lines, gas line, septic bed, etc.
- Pedestrian and vehicle access routes (Fire lane, dumpster pickup, etc.)
- Location and dimensions of compost bins
- Fencing
- Signage
- Location and dimensions of raised beds or planters
- Location and dimensions of benches
- Location and dimensions of rock seating, logs, and/or other natural seating features
- Clear labels indicating the spacing (measured in meters) between new features and/or natural features (e.g. distance between trees, distance between seating stones, distance between trees and seating stones, etc.)

Please note that the following distances are recommended between objects:

- Spacing between trees: 5–7 m
- Spacing between trees and seating structures: 2 m
- Spacing between trees and school building: 7 m
- Spacing between seating stones: Less than 50 mm or more than 2 m
- Spacing between seating stones and fences: 2 m

### **Maintenance Plan**

The final stage of a successful schoolyard greening project is effective maintenance. Inadequate ongoing maintenance is the most common reason for the failure of greening projects according to school ground managers. There are various approaches that the school can take to ensure that greening projects are effectively maintained. Please consider both a short-term and a long-term maintenance plan for the schoolyard greening project.

Strategies that have proved successful include the following:

- Clearly establishing, who will be responsible for the ongoing maintenance of the project. Will it be the school greening committee or the maintenance department? Does there need to be a formal maintenance agreement between the partners?
- Think about what will be needed to care for your greening project on a yearly basis. Has a realistic budget for maintenance been prepared? What are the energy and water requirements?
- Establishing a sense of project ownership among students and school staff as well as the wider community so that the project is respected and there is enthusiasm for upkeep.
- Consider the ecological considerations that affect the timing of maintenance. These might include the role of habitat components (food, water, shelter and breeding); the function of water-related components; the function and relationships of plants on the site; and the areas that should not be disturbed at critical times (such as nesting season).
- Consider the educational considerations that affect maintenance, including the times of year when certain sections of the project will be heavily used and, as a result, maintenance tasks will be interfered with; and the frequency with which interpretive elements should be monitored, cleaned and repainted or resurfaced.

### **Section E: Project Permissions**

I/We understand that I/we must disclose in this application for project funding, all proposed sources of funding, including sources and amounts from federal, provincial or municipal governments, conservation groups, private organizations, including in-kind contributions for the duration of this project.

The personal information collected on this form by ABCA is done so in strict confidence, under the auspices of the Municipal Freedom of Information and Protection of Privacy Act. Access to and use of any and all personally identifiable information will be limited to the administration and/or execution of the Watershed Champion Granting Program.

The following questions should be answered with a Yes or No on the application form.

1. This project meets all the legal requirements including municipal bylaws, provincial acts and federal legislation
2. This application has been reviewed by the school board/property owner
3. Project Accessibility – Please note that schools must comply with their regional and/or provincial accessibility standards for persons with disabilities. For example, schools in Ontario must follow the Accessibility for Ontarians with Disabilities Act. We recommend working with your school principal or facilities department to learn how to ensure that your project design complies with your local standards for accessibility.

### **What happens after I submit my application?**

Applicants will receive an email confirmation upon receipt of their application. Successful projects will receive a letter of approval about four weeks after submission. Should it be required, a contribution agreement will need to be signed by the applicant and the Principal. Funded projects are required to submit all receipts and invoices along with a video report. All funded projects must have their report and invoice submissions (project Expense Form) finalized within two weeks of their project completion. Should it be required, a cheque will be issued to the school after the report and expense form has been received and reviewed by ABCA staff.

#### **Resources:**

[Classroom in Nature](http://classroominnature.weebly.com/) <http://classroominnature.weebly.com/>

[Evergreen](http://www.evergreen.ca/tools-publications/) [www.evergreen.ca/tools-publications/](http://www.evergreen.ca/tools-publications/)

[Healthy Yards Program](https://trca.ca/get-involved/yards/) <https://trca.ca/get-involved/yards/>

[Living Planet @ School](https://schools.wwf.ca/) <https://schools.wwf.ca/>

[Eco Schools](https://ecoschools.ca/) <https://ecoschools.ca/>

[TD FEF](#) TD Friends of the Environment Grant

[Tree Canada](https://treecanada.ca/en/about-us/) <https://treecanada.ca/en/about-us/>

[CWF Wild Spaces](http://cwf-fcf.org/en/explore/wild-spaces/) <http://cwf-fcf.org/en/explore/wild-spaces/>

*The Watershed Champion Grant is funded by*

