



DISTRICT OF COLUMBIA
OFFICE OF THE STATE SUPERINTENDENT OF

EDUCATION

2017 OSSE School Garden Grant FAQs

Updated on: 7/19/2017

The questions below were submitted during the pre-application question period and are made available to assist all applicants in completing the 2017 OSSE School Garden Grant. The pre-application question period ended on July 19, 2017. Please reference the [informational webinar](#) and this document to assist with the application process. The Request for Applications can be found on the [2017 School Grant Documents](#) page.

1. Who is eligible to apply for this grant?

OSSE will accept applications from public schools (i.e., schools within the District of Columbia Public Schools), public charter schools and CBOs that support school garden programs. Public schools and public charter schools must have completed the 2016-17 school year school health profile; please reference the lists of completed School Health Profiles for [District of Columbia Public Schools](#) and [public charter schools](#) to confirm that this document is completed.

2. How do I start an application?

All OSSE grants are managed using the Education Grants Management System (EGMS). Visit grants.osse.dc.gov and click on new user to begin an application. Teachers and community members should work with an eligible organization, public school or public charter school to submit applications through EGMS. Please reach out to the Local Education Agency (LEA) or a community based organization (CBO), both of which have access to EGMS, to assist you.

3. How many applications can CBOs submit?

A CBO may submit up to three applications. Each application must encompass a minimum of one and a maximum of four school campuses. Note that the maximum amount is \$35,000 per application, so if there are multiple schools in one application, this amount must be divided between each school.

4. The maximum grant award is \$35,000. Is this \$35,000 per year or total for the two-year grant period?

This grant award is for the two-year grant period. OSSE will reimburse for a maximum of 60 percent of the total award between Oct. 1, 2017-Sept. 30, 2018. It's OSSE's expectation that grantees submit reimbursements totaling a minimum of 40 percent of the total award amount between Oct. 1, 2017-Sept. 30, 2018.

5. I am new to school gardens and farm to school and would like to start a school garden and/or a farm to school program at my school. Is this grant for me?

Yes, this grant may be used to either establish or maintain a school garden or a farm to school program. If you are unfamiliar with school gardens or farm to school, it is recommended that you review the documents on both the [School Garden Program](#) and [Farm to School Program](#) webpages.

6. What CBOs are eligible to serve as partners?

Public schools and public charter schools must partner with a CBO that supports school garden programs and focuses on school garden projects. See this [Service Provider List](#), which includes organizations that have partnered with schools to support garden programs. Applying schools may choose to collaborate with any organization but must provide supporting evidence that the partner organization has the experience and capacity to support the project.

Partnerships should reflect the need of the school and the program goals. Some schools have partners that oversee a significant portion of the program, from teaching students to organizing volunteer days to working with teachers. Other schools have partnerships that fulfill a specific need; for example they may partner with an organization that provides professional development to teachers and staff, technical assistance, or garden maintenance.

7. What is a reasonable stipend and salary for staffing?

This amount varies greatly depending on experience and qualifications of the staff. The average stipend of a school garden coordinator in the District is \$22/hour, but again, these stipends vary based on responsibilities and experience of the designated individual.

8. What expenses qualify as indirect costs?

A maximum of 10 percent of the project budget may be allocated to indirect costs. Indirect costs include any expenses that are not directly related to the project. For example, a CBO may include salaries for support staff (ex: program directors and accountants). These individuals are not directly related to the project and therefore must be limited to 10 percent of the total project budget.

9. Will we be penalized for including additional documents to the application?

No, please provide an explanation of additional documents in the field provided in EGMS.

10. Is cost share required?

No, cost share is not required. If you are contributing additional funds to the project, you may provide this information in the narrative.

11. The RFA states that a minimum of 25 garden-based lessons must be taught during year one, and 40 lessons must be taught during year two. Do these lessons have to take place in one class or can they be distributed among multiple classes?

The garden-based lessons can be distributed among multiple classes or they can take place in one class. Note that at least five classroom teachers must teach at least five garden-based lessons each during the first year (for a total of 25 lessons), and eight classroom teachers must teach at least five garden-based lessons each during the second year (for a total of 40 lessons).

12. What type of community involvement is allowable?

There is no limitation on the type of community involvement or support you receive for your project. Community organizations, businesses, parent-teacher organizations, or non-profit entities should indicate their support for the project and outline specifically how they plan to contribute. This commitment should be described in the application. For additional guidance, see our training webinar titled: [Strategies to Increase Community Participation](#).

13. How do I identify a garden-based curriculum?

Partner organizations may be able to provide support in identifying a garden-based curriculum; however, standards-based curricula is preferred. If you plan on using multiple curricula, be sure to provide a rationale for this approach. A [list of recommend curricula](#) is available.

14. School gardens support a wide range of subjects, are any of these topics a higher priority than others?

No one topic is more of a priority than another.

15. How many classroom teachers are required to include garden-based teaching into their teaching practice?

A minimum of eight classroom teachers are required to incorporate garden-based teaching into their teaching practice, five in the first year and eight in the second year. Note that the eight teachers in the second year can include the five teachers from the first year, so three additional teachers are required in the second year. Each teacher must incorporate garden-based teaching in at least five classroom lessons.

16. What is involved in a Meaningful Watershed Educational Experience (MWEE)?

Grantees must engage one entire grade level in at least one [MWEE](#). MWEEs are hands-on experiences that develop problem-solving skills in an outdoor environment. School Gardens are great venues for MWEEs.