**STATE OF MAINE**

**Department of Education**

*Office of Innovation*



**RFA# 202308185**

**Climate Education Professional Development Grant**

|  |  |
| --- | --- |
| **RFA Coordinator** | *All communication regarding the RFA must be made through the RFA Coordinator identified below*.**Name:** Teddy Lyman **Title:** Climate Education Specialist**Contact Information:** theodore.lyman@maine.gov  |
| **Submitted Questions Due** | *All questions must be received by the RFA Coordinator identified above by:***Date:** October 6th, 2023, no later than 11:59 p.m., local time |
| **Application Submission** | *Applications must be received by the State of Maine Division of Procurement Services by:***Submission Deadline:** November 3rd, 2023 no later than 11:59 p.m., local time.*Applications must be submitted electronically to the following address:***Electronic (e-mail) Submission Address:** Proposals@maine.gov |

**PUBLIC NOTICE**

\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*

**State of Maine**

**Department of Education**

**RFA# 202308185**

**Climate Education Professional Development Grant**

The State of Maine is seeking applications to provide funding to local education providers for professional development of interdisciplinary climate education paired with non-profit organization partners to address the need for increased climate education across ages throughout the state of Maine.

A copy of the RFA, as well as the Question & Answer Summary and all amendments related to the RFA, can be obtained at: <https://www.maine.gov/dafs/bbm/procurementservices/vendors/grants>.

Applications must be submitted to the State of Maine Division of Procurement Services, via e-mail, at: Proposals@maine.gov. Application submissions must be received no later than 11:59 p.m., local time, on November 3rd, 2023. Applications not submitted to the Division of Procurement Services’ aforementioned e-mail address by the aforementioned deadline will not be considered for award.

\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*

# **RFA DEFINITIONS/ACRONYMS**

The following terms and acronyms shall have the meaning indicated below as referenced in this Request for Application

| **Term/Acronym** | **Definition** |
| --- | --- |
| **Community-Based Organization or community partner** | A public or private nonprofit organization that: 1. Is representative of a community or significant segments of a community; and
2. Provides educational or related services to individuals in the community.
 |
| **Department** | Department of Education |
| **Climate Education** | Instruction around content and/or pedagogy centered on climate (specifically pertaining to historical, current, and future climate change), the environment, and/or the outdoors. |
| **Local Education Provider** | A school administrative unit, a school in the unorganized territory under Chapter 119, a public charter school under Chapter 112, or a school/program established under Subpart 2 |
| **RFA**  | Request for Application |
| **State**  | State of Maine |
| **Project-based** | Project-based learning is one where students engage is projects that span the learning journey and that are personally meaningful. |
| **Place-based** | Place-Based Learning is a method of teaching that connects students to their place in a meaningful way. |
| **Interdisciplinary** | Interdisciplinary instruction is the braiding of knowledge and methods from multiple content areas, which utilizes a combination of approaches to examine an authentic/real-world theme, issue, question, or topic.  |
|  |  |

**TABLE OF CONTENTS**

|  |  |
| --- | --- |
|  | **Page** |
|  |  |
| **DEFINITIONS**  | **3** |
|  |  |
| **DETAILS AND INSTRUCTIONS**  | **5** |
| 1. Application Purpose
 |  |
| 1. General Provisions
2. Eligibility to Submit Applications
3. Number of Awards
4. Award Terms
 |  |
|  |  |
| **ACTIVITIES AND REQUIREMENTS** 1. Program Requirements
2. Priorities
3. Allowable Uses
4. Federal Funding Requirements
5. Reporting Requirements
 | **7** |
|  |  |
| **KEY PROCESS EVENTS**  | **10** |
| 1. Submitting Questions about the Request for Applications
 |  |
| 1. Amendments to the Request for Applications
2. Application Submission
 |  |
| **APPLICATION EVALUATION AND SELECTION** | **12** |
|  |  |
| **APPLICATION** | **13** |

**State of Maine**

**Department of Education**

**RFA# 202308185**

**Climate Education Professional Development Grant**

**DETAILS AND INSTRUCTIONS**

## **Application Purpose**

Through this RFA, the Department intends to provide funding to local education providers for the delivery of climate education professional development in the [H.P. 1409 L.D. 1902 Chapter 178](http://www.mainelegislature.org/legis/bills/getPDF.asp?paper=HP1409&item=7&snum=130), including priority for historical underserved communities by climate education.

The source of funding for these awards is State funding.

## **General Provisions**

## From the time this RFA is issued until award notification is made, all contact with the State regarding this RFA must be made through the RFA Coordinator identified on the cover page of this RFA. No other person/State employee is empowered to make binding statements regarding this RFA. Violation of this provision may lead to disqualification from the application process, at the State’s discretion.

1. The Applicant shall take careful note that in evaluating its application submitted in response to this RFA the Department will consider materials provided in the application and internal Departmental information of previous contract history, if any, with the Applicant. The Department also reserves the right to consider other reliable references and publicly available information in evaluating the Applicant’s experience and capabilities.
2. All submissions in response to this RFA will be public records, available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA) ([1 M.R.S. § 401](http://www.mainelegislature.org/legis/statutes/1/title1sec401.html) et seq.).
3. All applicable laws, whether or not herein contained, shall be included by this reference. It shall be the Applicant’s responsibility to determine the applicability and requirements of any such laws and to abide by them.

## **Eligibility to Submit Applications**

To be eligible to submit an application, the applicant must be a local education provider. For the purpose of this RFA, a local education provider is defined as follows:

1. A school administrative unit as described in [20-A M.R.S.A §1, 26](https://legislature.maine.gov/statutes/20-A/title20-Asec1.html),
2. A school in an unorganized territory under [20-A M.R.S.A Chapter 119](https://legislature.maine.gov/statutes/20-A/title20-Ach119sec0.html),
3. A private school approved for the receipt of public funds under [20-A M.R.S.A. Chapter 177](https://legislature.maine.gov/statutes/20-A/title20-Asec2951.html), or
4. A CTE Region school/program established under [20-A M.R.S.A. Chapter 313, Subchapter 4](https://legislature.maine.gov/statutes/20-A/title20-Asec8451.html) (Applied Technology Education).
5. **Awards**

The Department plans to award multiple grants of varying amounts. $1,800,000 has been allocated for this RFA. The Department may award all, part, or none of this allocation at its discretion. The Department reserves the right to eliminate the lowest scoring application(s) and/or make awards for amounts less than requested, whichever is in the best interest of the State.

Programming must be completed by **Friday, August 31st, 2024**. Final invoices are due by **Friday, October 14, 2024**. Invoice submittal directions and expectations will be provided in the award contracts.

Local Education Providers can submit a collaborative application for consideration, but one Local Education Provider must be identified as the lead applicant.

A Local Education Provider may submit multiple applications as long as the program on each application are separate and distinct.

Any person aggrieved by the award decision that results from this RFA may appeal the decision to the Director of the Bureau of General Services in the manner prescribed in 5 MRSA § 1825-E and 18-554 Code of Maine Rules, Chapter 120 (found here: [Chapter 120](https://www.maine.gov/dafs/bbm/procurementservices/policies-procedures/chapter-120)).  The appeal must be in writing and filed with the Director of the Bureau of General Services, 9 State House Station, Augusta, Maine, 04333-0009 within 15 calendar days of receipt of notification of contract award.

## **Award Terms**

The award term cannot go beyond August 31st, 2024.

**State of Maine**

**Department of Education**

**RFA# 202308185**

**Climate Education Professional Development Grant**

**ACTIVITIES AND REQUIREMENTS**

## **Program Requirements**

To be eligible for an award, the application must:

1. Include a partnership with at least one non-profit, community-based organization;
	1. If Local Education Provider meets Priority 1 and/or 2 (listed below) and they are unable to find or connect with a non-profit, community-based organization, they must include an explanation for the omission and details of needs from partnership in application. The RFA Coordinator will work the Local Education Provider, if awarded, to find a community partner.
2. Include high-quality professional development;
3. Target pre-K through grade 12 age groups
4. Focus on climate education content and/or pedagogy; and
5. Identify one deliverable from the following deliverables that the program will include. Only one deliverable is required:
	1. Narrative of the program with photos, consisting of 3-5 single spaced pages and PD and/or student photos.
	2. Video of program narrative, possibly including interviews, shots of the program in action.
	3. Student curriculum or artifacts as a direct result of the professional development program, alongside of description of the link.
	4. Participation from both the community partner and participating member(s) of the local education provider in panel discussion at climate education summit in Summer 2024
6. **Priorities**

The Department will give priority to applications that:

1. Serve historically underserved communities by climate education, meaning

communities that *have not* been able to provide *both*:

* 1. Outdoor, environmental, or climate education partnerships or field opportunities within the last 5 years at the local education provider.
	2. Environmental, outdoor, or climate education classes, clubs, electives, or extra-curricular opportunities
1. Serve socioeconomically disadvantaged local education providers, program participants specifically serve, one or more:
2. Tribal nations, including tribal schools
3. Migrant students
4. Schools with high populations of students with free or reduced-price meals, >40%
5. Rural schools (“rural” from Title V status)
6. Remote schools
7. Students in alternative learning education environments
8. Students from the black, indigenous, persons of color (BiPoC) community
9. Multilingual Learner students
10. Students receiving special education services
11. Emphasis on interdisciplinary, place-based and/or project-based work (as defined above).

## **Allowable Uses**

Funding provided under this RFA may be used for the following purposes:

1. hiring or contracting for program staff;
2. providing stipends or other incentives to teachers, paraprofessionals, retired teachers and community organizations;
3. developing curricula and related supplies;
4. covering costs associated with renting or purchasing physical space for programming; and
5. paying administrative expenses.
6. **Reporting Requirements**

Each awarded applicant will be required to provide the following reports:

|  |
| --- |
| **Table 1 – Required Reports** |
| **Name of Report** | **Description**  |
| **a.** | Award Report | Includes the following:1. The number of teachers who are participating in the climate education professional development program;
2. Any adjustments made to the climate education professional development plan and the reason for those adjustments;
3. How the local education provider maintained consistent access for participating students to instruction in the core curriculum and other instruction;
4. How grants were used by the community partner and a summary of other resources used;
5. The student outcomes associated with the climate education professional development, including metrics; how many students were reached, including demographic information, what content areas, what type of curriculum?
6. Whether climate education will continue as a program in the local education provider, either way, please provide further details as to why or why not.
7. Performance metrics met, successes, and barriers, and total expenditures.
8. information on expenditures, as detailed in the grant application.
 |
| **b.** | Deliverable (only one required) | 1. Narrative of the program with photos. Consisting of 3-5 single spaced pages and PD and/or student photos.
2. Video of program narrative, possibly including interviews, shots of the program in action.
3. Instructional materials or artifacts as a direct result of the professional development program, alongside of description of the link.
4. Participation from both the community partner and participating member(s) of the local education provider in panel discussion/workshop at climate education summit in Summer 2024
 |

# Submit all the required reports to the Department in accordance with the timelines established in **Table 2**:

|  |
| --- |
| **Table 2 – Required Reports Timelines** |
| **Name of Report**  | **Period Captured by Report** | **Due Date** |
| **a.** | Award Report | Entire award period | Sixty (60) days following the close of the award period (last possible date August 31st, 2024) |
| **b.**  | Deliverables | Entire award period | Sixty (60) days following the close of the award period (last possible date August 31st, 2024) |

**State of Maine**

**Department of Education**

**RFA# 202308185**

**Climate Education Professional Development Grant**

**KEY PROCESS EVENTS**

## **Submitting Questions about the Request for Applications**

Any questions must be submitted by e-mail to the RFA Coordinator identified on the [Grant RFPs and RFAs webpage](https://www.maine.gov/dafs/bbm/procurementservices/vendors/grants) by October 6th, 2023 at 11:59 p.m. local time. Submitted Questions must include the subject line: “RFA# 202308185 Questions”. The Department assumes no liability for assuring accurate/complete/on time e-mail transmission and receipt.

Question & Answer Summary: Responses to all questions will be compiled in writing and posted on the following website: [Grant RFPs and RFAs](https://www.maine.gov/dafs/bbm/procurementservices/vendors/grants). It is the responsibility of all interested parties to go to this website to obtain a copy of the Question & Answer Summary. Only those answers issued in writing on this website will be considered binding.

## **Amendments to the Request for Applications**

All amendments (if any) released in regard to this Request for Applications will be posted on the following website: [Grant RFPs and RFAs](https://www.maine.gov/dafs/bbm/procurementservices/vendors/grants). It is the responsibility of all interested parties to go to this website to obtain amendments. Only those amendments posted on this website are considered binding.

## **Application Submission**

1. **Applications Due:** Applications must be received by November 3rd, 2023 at 11:59 p.m. local time. Applications received after the 11:59 p.m. deadline will be ineligible for award consideration for that application enrollment period.
2. **Submission Instructions:** Applications are to be submitted to the State of Maine Division of Procurement Services, via email, to Proposals@maine.gov.
	1. Only applications received by e-mail will be considered. The Department assumes no liability for assuring accurate/complete e-mail transmission and receipt.
		1. Proposal submission e-mails that are successfully received by the proposals@maine.gov inbox will receive an automatic reply stating as such.
	2. E-mails containing links to file sharing sites or online file repositories will not be accepted as submissions. Only e-mail applications that have the actual requested files attached will be accepted.
	3. Encrypted e-mails received which require opening attachments and logging into a proprietary system will not be accepted as submissions. Please check with your organization’s Information Technology team to ensure that your security settings will not encrypt your proposal submission.
	4. File size limits are 25MB per e-mail. Applicants may submit files separately across multiple e-mails, as necessary, due to file size concerns. All e-mails and files must be received by the due date and time listed above.
	5. Applicants are to insert the following into the subject line of their email submission: **“RFA# 202308185 – Application Submission – [Applicant’s Name]”**
	6. Applications are to be submitted as a single, typed, PDF or WORD file and must include the following pages:
		1. Application Cover Page
		2. Debarment, Performance and Non-Collusion Certification
		3. Application
		4. Program Plan
		5. List of Community Partners
		6. Assurance(s) of intent to partner with community provider(s)

**State of Maine**

**Department of Education**

**RFA# 202308185**

**Climate Education Professional Development Grant**

**APPLICATION EVALUATION AND SELECTION**

## **Scoring Weights and Process**

1. Scoring Weights: The score will be based on a 100-point scale and will measure the degree to which each application meets the following criteria.

|  |  |
| --- | --- |
| **Scoring Criteria** | **Maximum Points Available** |
| **Part I – Eligibility Requirements** | Pass/Fail |
| **Part II – Proposed Program**  | 40 |
| **Part III – Prioritization Points** | 35 |
| **Part IV – Budget**  | 25 |
| **Total Points** | **100** |

1. Scoring Process: The Evaluation Team will use a consensus approach to evaluate and score all sections listed above. Members of the review team will not score those sections individually but, instead, will arrive at a consensus as to assignment of points for each of those sections.
2. Regarding the proposed funds requested and the proposed work, the Evaluation Team will consider the degree to which the project represents a good return for the investment (money, time) as well as whether the project work and cost estimates (tasks & budget) are reasonable for the expected outcomes, along with the amount and quality of proposed matching funds or services.

**State of Maine**

**Department of Education**

**RFA# 202308185**

**Climate Education Professional Development Grant**

**APPLICATION COVER PAGE**

Handwritten Applications Will Not Be Accepted

|  |  |
| --- | --- |
| **Local Education Provider:** | Click or tap here to enter text. |
| **Superintendent’s Name** | Click or tap here to enter text. |
| **Tel:** | Click or tap here to enter text. | **E-mail:** | Click or tap here to enter text. |
| **Street Address:** | Click or tap here to enter text. |
|  **City/State/Zip:** | Click or tap here to enter text. |
| ***Provide information requested below if different from above*** |
| **Point of Contact for Application- Name and Title** | Click or tap here to enter text. |
| **Tel:** | Click or tap here to enter text. | **E-mail:** | Click or tap here to enter text. |
|  **Street Address:** | Click or tap here to enter text. |
|  **City/State/Zip:** | Click or tap here to enter text. |

* No personnel currently employed by the Department or any other State agency participated, either directly or indirectly, in any activities relating to the preparation of the Applicant’s application.
* No attempt has been made, or will be made, by the Applicant to induce any other person or firm to submit or not to submit an application.
* The above-named organization is the legal entity entering into the resulting agreement with the Department should they be awarded a contract.
* The undersigned is authorized to enter contractual obligations on behalf of the above-named organization.

To the best of my knowledge, all information provided in the enclosed application, both programmatic and financial, is complete and accurate at the time of submission.

|  |  |
| --- | --- |
| **Name (Print):** Click or tap here to enter text. | **Title:** Click or tap here to enter text. |
| **Authorized Signature:** | **Date:** Click or tap here to enter text. |

**State of Maine**

**Department of Education**

**RFA# 202308185**

**Climate Education Professional Development Grant**

**DEBARMENT, PERFORMANCE and NON-COLLUSION CERTIFICATION**

|  |  |
| --- | --- |
| **Local Education Provider:** | Click or tap here to enter text. |

*By signing this document, I certify to the best of my knowledge and belief that the aforementioned local education provider, its principals and any subcontractors named in this proposal:*

1. *Are not presently debarred, suspended, proposed for debarment, and declared ineligible or voluntarily excluded from bidding or working on contracts issued by any governmental agency.*
2. *Have not within three years of submitting the proposal for this contract been convicted of or had a civil judgment rendered against them for:*
	1. *Fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a federal, state, or local government transaction or contract.*
	2. *Violating Federal or State antitrust statutes or committing embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.*
3. *Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or Local) with commission of any of the offenses enumerated in paragraph (b) of this certification.*
4. *Have not within a three (3) year period preceding this proposal had one or more federal, state, or local government transactions terminated for cause or default*.
5. *Have not entered into a prior understanding, agreement, or connection with any corporation, firm, or person submitting a response for the same materials, supplies, equipment, or services and this proposal is in all respects fair and without collusion or fraud. The above-mentioned entities understand and agree that collusive bidding is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards.*

**Failure to provide this certification may result in the disqualification of the Applicant’s application, at the discretion of the Department.**

|  |  |
| --- | --- |
| **Name (Print):** Click or tap here to enter text. | **Title:** Click or tap here to enter text. |
| **Authorized Signature:** | **Date:** Click or tap here to enter text. |

**State of Maine**

**Department of Education**

**RFA# 202308185**

**Climate Education Professional Development Grant**

**APPLICATION**

|  |
| --- |
| **General Instructions** |
| 1. Applicants should be brief and concise in providing written information required in this application.
2. Refer to “Application Submission” in the RFA for the application submission requirements.
3. Failure to respond to all questions and instructions throughout the RFA may result in the application being disqualified as non-responsive or receiving a reduced score. The Department, and its evaluation team, has sole discretion to determine whether a variance from the RFA specifications will result either in disqualification or reduction in scoring of an application.
 |

**Part 1 – Eligibility Requirements**

|  |  |
| --- | --- |
| **Applicant’s Lead Organization Name:** |  |
| **Applicant’s Organization is a:** | [ ]  SAU[ ]  EUT [ ]  CTE Region[ ]  Private School approved under 20-A MRSA Chapter 117  |
| **In partnership with:***Include a signed Assurance of Intent to Partner for each listed partner.* | List Partners  |
|  |
| 2) 2) |
| 3) |
|  |
|  |

**Part 2 – Proposed Program**

1. **Climate Education Professional Development Program Plan:** Applicant must attach a Climate Education Professional Development Program Plan that describes the program and how meets the Program Requirements listed in Section F. The plan should not exceed three single-spaced pages.

The plan should include responses to the following questions.

* 1. What is the target population age group of the program?
	2. What climate content and pedagogy will be covered in this professional development?
	3. What is the duration of this professional development (days, week, month, year), when (day of the week, after school, during breaks etc…) and how will it be delivered (virtual, in-person, asynchronous)?
	4. What is the style of the instruction (field work, project-based, place based, lecture, etc…)?
	5. How will the local education provider promote and support teacher buy-in?
	6. Why is this Professional Development needed in this local education provider?
	7. What is the intended outcome of the program for your school and community?
	8. What is the timeframe for implementation/delivery of the professional development into the classroom?
	9. What are the measurable student outcomes for the program? How will they be measured (what data will be used and how will it be obtained) and when?
	10. If the application does not meet any of the Program Requirements listed Section F, please address the reason for the modification or omission here. If you do not have a community partner and meet Priority 1 or 2, please write out an explanation for the omission and your initial goals for a community partner.
1. **Choice Deliverables – Select one Deliverable that the Program will include. Only one required.**

|  |  |
| --- | --- |
| **Deliverables from the climate education professional development program** | **Check One** |
| Narrative of the program with photos, consisting of 3-5 single spaced pages and PD and/or student photos. |[ ]
| Video of program narrative, possibly including interviews, shots of the program in action. | ☐ |
| Student curriculum or artifacts as a direct result of the professional development program, alongside of description of the link. | ☐ |
| Participation from both the community partner and participating member(s) of the local education provider in panel discussion at climate education summit in Summer 2024 | ☐ |

**Part 3 – Priority Categories**

1. **Priority 1:** Does the proposed program target historically underserved communities by climate education? If it does, please describe any attempts at climate education and why there has not been climate education in the past. If it does *not* fulfill Priority 1, please elaborate on your local education provider climate education opportunities current and past.

|  |
| --- |
| Click or tap here to enter text. |

1. **Priority 2:** How does your local education provider intend to design this program to specifically include socioeconomically disadvantaged students and communities, as specified in Priorities Category above?

|  |
| --- |
| Click or tap here to enter text. |

1. **Priority 3:** Please describe how your program will be interdisciplinary, project-based, and/or place-based. This can include professional development as well as student. Provide details on how and when? These concepts are defined above in the Definitions Category**.**

|  |
| --- |
| Click or tap here to enter text. |

**Part 3 – Budget**

Attach an operational budget or cost estimates for the specified educational, developmental, family, health, and other comprehensive services to be provided by the local education provider.

*This budget should include your overall projected expenses*

|  |  |  |
| --- | --- | --- |
| **Budget Category** | **Amount Requested** | **Explanation of expense** |
| Personnel (salary and benefits) | Click or tap here to enter text. | Click or tap here to enter text. |
| Instructional materials and supplies | Click or tap here to enter text. | Click or tap here to enter text. |
| Non-instructional materials and supplies | Click or tap here to enter text. | Click or tap here to enter text. |
| Contracted services | Click or tap here to enter text. | Click or tap here to enter text. |
| Technology access | Click or tap here to enter text. | Click or tap here to enter text. |
| Transportation | Click or tap here to enter text. | Click or tap here to enter text. |
| **TOTAL REQUEST** | Click or tap here to enter text. |  |
| **Budget Narrative**Please provide a detailed explanation of your anticipated award-supported expenses in each of the above budget categories. The response must be no longer than one (1) page in length.Click or tap here to enter text. |

**State of Maine**

**Department of Education**

**RFA# 202308185**

**Climate Education Professional Development Grant**

**COMMUNITY PARTNER(S)**

The following are the identified participating community provider(s):

|  |
| --- |
| **Identified Partner** |
| **Community Provider Name:**  | Click or tap here to enter text. |
| **Community Provider Contact:** | Click or tap here to enter text. |
| **Tel:** | Click or tap here to enter text. | **Email:** | Click or tap here to enter text. |
| **Provider Street Address:** | Click or tap here to enter text. |
| **Provider City/State/Zip:** | Click or tap here to enter text. |
| **Type of Program:**  | Click or tap here to enter text. |
| **Partner’s organizational capacity and qualifications:** |
| Click or tap here to enter text. |

**If you have any additional partners or information, please include here.**

|  |
| --- |
| Click or tap here to enter text. |

**State of Maine**

**Department of Education**

**RFA# 202308185**

**Climate Education Professional Development Grant**

**ASSURANCE OF INTENT TO PARTNER WITH COMMUNITY PROVIDER(S)**

|  |  |
| --- | --- |
| **Community Provider Name:**  | Click or tap here to enter text. |
| **Community Provider Contact:** | Click or tap here to enter text. |
| **Tel:** | Click or tap here to enter text. | **E-mail:** | Click or tap here to enter text. |
| **Provider Street Address:** | Click or tap here to enter text. |
| **Provider City/State/Zip:** | Click or tap here to enter text. |
| **Type of Program:**  | Click or tap here to enter text. |

It is our interest and intent to engage in a climate education professional development partnership with (insert local education provider’s name). We have coordinated with that provider and are in the process of establishing a partnership to support students.  If (insert local education provider’s name) is successful in its award application, we will work toward development of a Memorandum of Understanding (MOU) to support this partnership.

|  |  |
| --- | --- |
| **Name (Print):** Click or tap here to enter text. | **Title:** Click or tap here to enter text. |
| **Authorized Signature:** | **Date:** Click or tap here to enter text. |