

GRANT AWARD AGREEMENT

Fiscal Year 2021 Class B Education Incentive Grant Project

THIS AGREEMENT, made and entered into on the _____ day of _____, 20____, by and between the **LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT (LFUCG)**, an urban county government of the Commonwealth of Kentucky, pursuant to KRS Chapter 67A (hereinafter "Government"), on behalf of its Division of Water Quality, and **THE LIVING ARTS AND SCIENCE CENTER, INC.**, 362 N. MARTIN LUTHER KING BLVD., LEXINGTON, KENTUCKY 40508 (hereinafter "Grantee").

WITNESSETH:

WHEREAS, the Grantee is a documented fee-payer of the Government's Water Quality Management Fee; and

WHEREAS, the Grantee has proposed a need for the funds requested to develop and implement a proposed project by submitting a valid grant application; and

WHEREAS, the Grantee's grant application has been reviewed and selected for funding by the LFUCG Water Quality Fees Board in accordance with Sections 16-408 and 16-410 of the LFUCG Code of Ordinances; and

WHEREAS, the Government has funds available through the Stormwater Quality Projects Incentive Grant Program to assist qualified Grantee in the development and implementation of projects that meet the goals of the program; and

WHEREAS, the Grantee desires to implement a specific project that meets one or more Incentive Grant program goals to improve water quality, reduce stormwater runoff, and provide public or private education related to stormwater quality; and

WHEREAS, any such improvements funded by the Government shall benefit the public through installed improvements and/or educational programming;

THAT FOR AND IN CONSIDERATION OF THE MUTUAL PROMISES AND COVENANTS HEREIN EXPRESSED, GOVERNMENT AND GRANTEE AGREE AS FOLLOWS:

- (1) Government hereby grants the Grantee the sum of **\$30,500.00** (hereinafter "the Grant"), for use in implementing the project elements as listed in Attachment A which is incorporated herein by reference as if fully set out herein.
- (2) The Grantee shall provide equal opportunity in employment for all qualified persons; prohibit discrimination in employment because of race, color, creed, national origin, sex, age between 40 and 70 or disability; promote equal employment through a positive, continuing program of equal employment; and cause each of its subcontractors to do so. This program of equal employment opportunity shall apply to every aspect of its employment policies and practices.
- (3) The Grantee agrees to match the Grant above the first \$2,500.00, with contributions, labor and other services equal to or greater than 20% of the total project costs.
- (4) The Grantee agrees to use the Grant only for the activities set forth in Attachment A.

- (5) The Grantee agrees to perform periodic reporting as detailed in Paragraph 6 herein below, and produce a Project Final Report within 30 calendar days of the completion of the project elements in digital and hard copy following a standardized format to be provided by the Government summarizing all work completed and detailing the total expenditures, grant reimbursements, and match.
- (6) The Grant to the Grantee shall be disbursed in the following manner:
 - (a) The Grantee shall submit at least once every 3 months, if not specified otherwise in Attachment A, a Request for Funds to the Government's Grant Manager designated by the Director of the Division of Water Quality for the project. Each Request for Funds shall include documentation that the Grantee has already expended the requested funds or shall be in a position to expend properly the requested funds within thirty (30) days of receipt of the funds. The Request for Funds shall include full accounting of these eligible grant-related expenses, as listed in Attachment A. Copies of invoices, purchase orders, or receipts showing vendor, date, amount, and items purchased or ordered shall be provided with the Request for Funds. For project specific personnel costs and stipends, documentation of all billed hours shall include copies of employee timesheets, hourly payroll rate, and description of work performed for hours billed.
 - (b) Each Request for Funds shall be accompanied by a Project Status Report describing the progress of the project to date, including a description and schedule of all activities completed, and hardcopy or electronic copies of materials completed and/or used to date. For educational events, copies of the class rosters or sign-in sheets documenting the number of attendees and evaluation forms shall be provided.
 - (c) Each Request for Funds shall include documentation of all of the Grantee's Match Costs listed in Attachment A and claimed for the prior period. For cash expenditures this shall include receipts, showing vendor paid, date, amount, and items purchased. For donated project specific personnel costs and stipends, documentation of all billed hours shall include copies of employee timesheets, hourly payroll rate, and description of work performed for hours donated. For in-kind volunteer hours this shall include sign-in sheets describing the events with signatures, name, address, time in, time out, for each participant (volunteers must be 12 years of age or older). For mileage, this shall include driver name, type of vehicle, location to and from, date, and total miles driven.
 - (d) The Government's Grant Manager shall review each Request for Funds and supporting documents for compliance with the terms of this Agreement and the guidelines of the Stormwater Quality Projects Incentive Grant Program. If the Grant Manager finds the Grantee's Request for Funds is in compliance with the terms of this Agreement and the guidelines of the Stormwater Quality Projects Incentive Grant Program and that the activity progress and management program of the Grantee satisfy the terms of the grant award, he or she shall approve the Request for Funds and forward it to the Division of Accounting for payment.
 - (e) Should the Government's Incentive Grant Program Administrator determine that the Grantee is not in compliance with the terms of this Agreement and/or the Stormwater Quality Projects Incentive Grant Program, including deficiencies in progress and management of the project, the Division of Water Quality shall notify the Mayor's Office and the appropriate district Council person and shall meet with the Grantee on matters that prevent approval of the Request for Funds. Failure to resolve any such matters to the satisfaction of the Government may lead to termination of the Agreement for cause pursuant to Paragraph 11 herein below.
 - (f) The Government shall release payment of the final 5% of the Grant only after receipt and acceptance of the Project Final Report. The Government's Grant Manager

review the Project Final Report and provide comments to the Grantee within 15 calendar days or, if acceptable, forward approval to the Division of Accounting for payment.

- (7) The Grantee agrees to obtain written approval from the Government's Grant Manager or Program Administrator for any proposed changes to the Project Team or Project Plan as listed in Attachment A prior to implementing the changes. Failure to gain written approval prior to making changes may lead to termination of the Agreement for cause pursuant to Paragraph 11 herein below.
- (8) The term of this Agreement shall be from the date of this Agreement until completion of the project outlined herein. The Grantee agrees to complete the project within 15 months. The Grantee agrees to obtain written approval from the Government's Grant Manager or Program Administrator for any time extensions beyond the schedule. Failure to gain written approval prior to making changes may lead to termination of the Agreement for cause pursuant to Paragraph 11 herein below.
- (9) The Grantee understands that the Grant shown herein in Paragraph 1 is a not-to-exceed amount, and any additional funding needed to complete the project elements listed in Attachment A is the responsibility of the Grantee. If it becomes apparent to the Grantee or the Government that the Grantee will be unable to complete the project either in the manner or for the amount described in this Agreement, then the Grantee must immediately notify the Government's Grant Manager and Program Administrator by providing a complete and detailed written explanation of its inability to comply with the terms of the Agreement. The Grantee must further provide the Government's Grant Manager and Program Administrator with a complete and detailed written explanation of any proposed changes, and the reasons for those changes.
- (10) The Grantee asserts that it is in full compliance with all applicable provisions of the Lexington-Fayette Urban County Government's Code of Ordinances Chapter 5 – Buildings and Building Regulations, Chapter 7 – Finance and Taxation, Chapter 12 – Housing, and Chapter 16 – Sewage, Garbage, Refuse, and Weeds, or in compliance with Kentucky Department of Housing Buildings and Construction rules and requirements as is appropriate for those state institutions, parcels or buildings which are subject to state regulations and oversight as opposed to local ordinances and regulations. If the Grantee becomes out of compliance with any of these provisions, it will contact the Government's Grant Manager and Program Administrator immediately. Failure to resolve any such matters to the satisfaction of the Government may lead to termination of the Agreement for cause pursuant to Paragraph 11 herein below.
- (11) If, through any cause, the Grantee shall fail to fulfill in timely and proper manner its obligations under this Agreement, or if the Grantee shall violate any of the covenants, agreements or stipulations of this Agreement, the Government shall thereupon have the right to terminate this Agreement by giving written notice to the Grantee of such termination and specifying the effective date thereof, at least five (5) calendar days before the effective date of such termination. In that event, all finished or unfinished documents, receipts and reports prepared by the Grantee shall, at the option of the Government, become its property and the Grantee shall immediately repay to the Government all monies received pursuant to this Agreement less any amount representing just and equitable compensation for the Government's share of any satisfactory work completed pursuant to the Agreement.
- (12) This Agreement may not be modified except by written agreement of the Government and the Grantee.
- (13) The Grantee agrees to comply with all applicable local, state, and federal rules, regulations, ordinances, and laws in implementation of the project.
- (14) The Grantee agrees to allow the Government access to perform monitoring of the project elements for compliance with this Agreement.

- (15) In any written or oral communications, the Grantee agrees to identify the Lexington-Fayette Urban County Government as the source of the above referenced funds; the Grantee shall not specifically identify any individual or elected official as being responsible for the funds donated by the Government.
- (16) The Grantee agrees to allow the Government to publicize the Grantee's project through the Government's website and other media.
- (17) The Grantee agrees to reference the Lexington-Fayette Urban County Government's Water Quality Management Fee and the Stormwater Quality Projects Incentive Grant Program as a source of funding for the project on any permanent signage or educational brochures, presentations, websites, etc. produced using grant monies.
- (18) For any project which includes the installation of permanent capital infrastructure listed in Attachment A, the Grantee agrees that the Government is authorized to erect and maintain permanent signage at the location of the permanent capital infrastructure, referencing the Water Quality Management Fee and the Stormwater Quality Projects Incentive Grant Program as a source of funding for such permanent capital infrastructure. In the event that permanent signage is installed by the Government, such signage shall not be removed except upon written approval by the Government. Provided, however, that nothing herein shall require the installation of signage by the Government nor prohibit the Government from removing any signage so installed.
- (19) The Grantee agrees to prepare class rosters or sign-in sheets and provide evaluation forms to the attendees for any educational event funded by the Grant.
- (20) Equipment purchased or facilities constructed by the Grantee with the Grant for use on this project will remain in service and maintained by the Grantee or its members per the terms listed in Attachment A. Equipment purchased by the Grantee with the Grant for use on this project will remain the property of the Grantee unless otherwise noted in Attachment A.
- (21) The Government assumes no responsibility whatsoever in the Grantee's project activities. Grantee shall, to the extent allowed by Kentucky law, defend, indemnify, and hold harmless Government from and against all liability, claims, losses, actions, costs, expenses, obligations, fines, and assessments of whatever kind, including defense costs and attorney's fees that are in any way incidental to or connected with, or that arise or are alleged to have arisen, directly or indirectly, in whole or in part, from or by Grantee's or its contractor(s), agents, or assigns, negligent acts or misconduct, or errors or omissions, in connection with the activities carried out pursuant to this Agreement, the Grant award or the Stormwater Quality Projects Incentive Grant Program.
- (22) The Grantee is solely responsible for assuring that adequate and appropriate insurance or other necessary coverage is maintained during the term of this Agreement.
- (23) The Grantee's sole remedy for a breach of this Agreement by the Government shall be limited to the amount of the Grant.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement at Lexington, Fayette County, Kentucky, this the day and year first above written.

**LEXINGTON-FAYETTE URBAN COUNTY
GOVERNMENT**

BY: _____
LINDA GORTON, MAYOR

ATTEST:

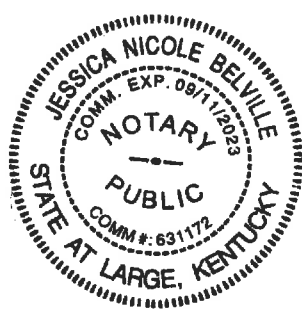
CLERK, URBAN COUNTY COUNCIL

Grantee Organization: THE LIVING ARTS AND SCIENCE CENTER, INC.
362 N. MARTIN LUTHER KING BLVD.
LEXINGTON, KY 40508

BY: Lori Halligan
NAME: Lori Halligan
TITLE: Executive Director

The foregoing Agreement was subscribed, sworn to and acknowledged before me by Lori Halligan as the duly authorized representative for and on behalf of Living Arts & Science Center, on this the 12th day of March, 2021.
My commission expires: 9-11-2023

Jessie Davis Bellin
NOTARY PUBLIC



ATTACHMENT A
to the GRANT AWARD AGREEMENT
between Lexington-Fayette Urban County Government (LFUCG) and
The Living Arts and Science Center, Inc. (LASC)

GRANT PROGRAM **2021 Stormwater Quality Projects Incentive Grant Program**
Class B Education Projects

- Funded through the LFUCG Water Quality Management Fee
- Administered by the LFUCG Division of Water Quality in the Department of Environmental Quality & Public Works

PROJECT TEAM AND CONTACT INFORMATION

Grantee Organization: The Living Arts and Science Center, Inc. (LASC)
362 N. Martin Luther King Boulevard
Lexington, KY 40508
KY Organization #0031623



Primary Project Contact: Jessica Byassee, Grant Program Manager
859-252-5222 (phone)
jbyassee@lasclex.org (email)

Secondary Project Contact: Amanda Wheeler
859-252-5222 (phone)
awheeler@lasclex.org (email)

Project Team Members: Amanda Wheeler, Planetarium & STEM Discovery Educator
Ashlee Collins, Discovery Educator
Laurie Preston, LASC's Development Director
Jessica Byassee, Grant Program Manager
Lori Halligan, Executive Director

Major Stakeholders: Administrators, teachers, students, and students' families at LTMS and other Title I schools throughout Lexington, and residents of the Martin Luther King and East End neighborhoods.

In addition, LASC's staff regularly collaborates with a wide range of scientists, wildlife experts, and environmental educators in Central Kentucky, and will continue these collaborations in the implementation of the proposed programs and activities.

PROJECT PLAN ELEMENTS

1) DEVELOP ENVIRONMENTAL EDUCATION MATERIALS: For FY 2021, the project will have the following two main emphases:

A. Curriculum development, planning, promotional activities, and instruction for six programs: field trips for K-12 student groups at LASC, Kentucky Wildlife and Water outreach programs, an after-school ecology program for LTMS, Wildlife and Water summer camps, Eco Workshops for families, and a Water is Life Day community event.

B. Educational Displays: Development and maintenance of educational displays in LASC's facility and on the grounds, which educate visitors about aquatic habitats, native animals, native plants, and BMPs, and the development and distribution of materials related to the displays.

2) INCORPORATE WATER QUALITY CURRICULA INTO EXISTING LASC PROGRAMS: Each of the following programs are included as the project's major element of focusing on water quality.

A. Field trips. LASC hosts over 10,000 students and teachers for field trips each year. With the FY 2021 education project grant, LASC will continue to integrate into field trip programs that focus on LASC's aquatic animal exhibits, with presentations about the

animals and habitats. LASC will also continue to offer presentations to field trip groups in the green space and point out the BMPs employed in the green space. Students will receive cards, bookmarks, and stickers that they can take home with information and tips about water conservation and improving water quality.

- B. Kentucky Wildlife and Water outreach program.** This newly-developed program builds on the success of the WOW outreach programs and focuses on habitats, wildlife, water systems, and water conservation. The program grabs the attention of students with LASC's animals, and encourages students' enthusiasm to learn, ask questions, and explore. It highlights the state's intricate freshwater systems and the fact that Kentucky is one of the leading states in freshwater fish richness, and the importance of keeping aquatic habitats healthy.

The outreach program also reinforces Kentucky's Next Generation Science Standards (NGSS) for upper elementary and middle school students and supports academic achievement through live native animal encounters, dedicated instruction, and exciting hands-on activities. It addresses NGSS concepts like biomes, adaptations, structure and function, biodiversity, keystone species, invasive species, and interdependency. With an education project grant, LASC will provide twenty (20) free Kentucky Wildlife and Water one-hour sessions in Title I schools in Fayette County for a total of at least 500 K-12 students. Sessions will be offered throughout the spring 2021 semester and the fall 2021 semester.

- C. After-school ecology program for LTMS.** In FY 2021, with an education project grant, LASC will implement an after-school ecology program for LTMS, a Title I middle school, at no cost to students, families, or the school. The ecology program will build on the existing program that LASC offers to LTMS, and will involve a total of at least 50 students in a variety of hands-on, educational activities over the course of seven weeks during the spring 2021 semester and seven weeks during the fall 2021 semester. Students will learn about urban environmental issues and participate in activities that contribute to improvements in stormwater management, healthier ecosystems, and greener neighborhoods. The ecology program will include instruction about stormwater runoff, pollutants in water, air, and soil, recycling, food waste, pollinator preservation, and more. Activities will include but are not limited to recycling projects, constructing compost bins, water and soil sampling, establishing a school pollinator garden, planting trees, and interacting with and learning from environmental specialists.

Students and families will also have opportunities to participate in field trips to sites in Fayette County, including McConnell Springs, Masterson Station for the annual Reforest the Bluegrass event, the Arboretum, and other sites to be determined. The field trips will build on the success with field trips for the Science Explorers after-school program. They will reinforce the learning objective of the after-school ecology program, while also directly engaging students and family members in conservation and restoration efforts in Lexington.

- D. Wildlife and Water summer camps.** LASC will offer a total of eight (8) 15-hour summer camps in 2021 on the topics of wildlife and water. One camp will be specifically for participants in the after-school ecology program at LTMS and will focus on activities such as decorating rain barrels, building birdhouses and "insect hotels," and touring community gardens; other camps will be for grades 3-5 and will address a variety of topics related to wildlife and water systems in Kentucky and around the world. The camps will enroll a total of about 100 students in 2021.
- E. Eco Workshops.** In FY 2021, with the support of an education project grant, LASC will resume a workshop series for families, with an emphasis on adult education. The new workshops, called "Eco Workshops," will provide adults access to education, resources, and tools needed to improve green space and encourage implementation of BMPs within the community. LASC will invite experienced, topic experts to LASC to discuss, demonstrate, and lead workshops for participants. The workshops will feature eco-driven projects such as rain barrel assembly, decoration, and care; tips for creating and maintaining urban gardens and habitats; and tree identification and health. At least one workshop will involve participants in making bee houses and emphasize the importance of pollinator gardens, and one workshop

will address bat conservation and how to build and install bat houses. A total of five (5) workshops will be offered during 2021, for a total of about 50 adult participants. The target audiences for the workshops will be residents of the Martin Luther King and East End neighborhoods, who will participate in the workshops at no cost. To encourage participation, promotional material will be directly distributed to community centers.

- F. **Water is Life Day.** Each month, LASC presents a Discovery Saturday program, in which special guests give interactive presentations, and children and adults participate in hands-on activities. With an FY 2021 education project grant, LASC will present a Water is Life community event for the third year in a row. Billed as "Water is Life Day," the program will coincide with one of LASC's Discovery Saturdays in the summer of 2021, and will have an audience of approximately 250 children and adults. Water is Life 2021 will include a variety of activities and engage participants of all ages.
- G. **Educational displays.** In LASC's facility, there are displays featuring 10 species of animals in aquatic habitats, as well as 6 species in dry habitats. In addition, LASC's grounds feature educational displays with an emphasis on stormwater quantity and quality management. With the education project grant, LASC will continue to maintain aquatic animal displays, and educate visitors about water quality through the displays. In addition, LASC will continue to maintain the urban green space and provide information about permeable pavers, rain gardens, rain harvesting systems, native plants, and other features of the green spaces. With the education project grant, LASC will update interpretive signage for displays and give presentations related to displays for field trips, after-school programs, and community events. A total of more than 40,000 people will visit LASC's facility and green space and see and learn from the displays in 2021.
- H. **Distribution of educational materials.** LASC provides brochures and other educational materials to visitors that support further exploration of environmental issues and greater participation in BMPs, and throughout 2021, LASC will continue to print and distribute materials to thousands of visitors each year. The materials will include but not be limited to 1) copies of the watershed protection kids' activity book, produced by the Project Wet Foundation, 2) cards about each of the species in the LASC's animal displays with information about the importance of clean water for the species to survive and thrive, and 3) "Eco Tips" bookmarks with information about stormwater runoff and recommendations for conserving water and improving water quality.

TARGET AUDIENCE

LASC reaches a wide range of groups and people of all ages. With the proposed project, LASC aims to expand engagement with K-12 students and students' parents and guardians, residents of the North Martin Luther King and East End neighborhoods, and the general public.

- 1) **Audience for field trips.** The target audiences are students in grades 3-8 in schools across Lexington and their teachers. LASC aims to support and enrich students' education and reinforce NGSS instruction by incorporating a variety of activities into field trip programs. LASC expects to have a total of 10,000 students participating in field trips in the 2021 calendar year.
- 2) **Audiences for the outreach, after-school ecology, and summer camp programs.** The target audiences are students in grades 3-8 in Title I schools, and the students' parents, guardians, and siblings. Through LASC's emphasis on children who have fewer opportunities for enrichment, and engaging children in hands-on environmental education, LASC is helping to prepare the next generation to be conscientious about the choices that they make. LASC's educational programs can have a lasting major impact on the environment, as children learn about the issues and then become life-long advocates for practices and strategies that create sustainable communities. Children also influence their parents and siblings and encourage their participation in BMPs.

LASC has chosen to focus on Title I schools because, in addition to having a large percentage of students from low-income households, the schools have not been meeting expectations on state proficiency assessments. By providing hands-on learning activities both in and out of school to students in the schools, LASC generates enthusiasm for science and environmental education and reinforces the instruction that students receive in classrooms. Furthermore, the

programs provide opportunities for adult family members to learn with their students; and these activities can have a lasting positive effect on students' academic progress.

- For the Kentucky Wildlife and Water outreach program, LASC will reach about 500 Title I elementary and middle school students. LASC will offer a total of twenty (20) 1-hour-long sessions, and each session will have an audience of about 25 students.
 - For the after-school ecology program, the target audience is more than 50 students in grades 6-8 at LTMS (a Title I middle school) and the students' families. LASC has worked closely with LTMS on initiatives for several years, and with this project, LASC will build on that work and offer more opportunities to LTMS students and families.
 - For Wildlife and Water summer camps, LASC will enroll about 15 LTMS students in one camp and 85 students in grades 3-5 from elementary schools across Lexington in the other 7 camps. Students from low-income households will be able to enroll in camps at no charge through LASC's scholarship program.
- 3) **Audience for the Eco Workshops.** The goal is to reach a total of 50 adults who reside in the Martin Luther King neighborhood, East End neighborhood, and other neighborhoods near downtown Lexington with the workshop series. LASC is offering this workshop series to provide adults in Lexington with better access to environmental education and management tools. These workshops are designed to be relevant and provide applicable information for interested participants. There is a growing need for environmental education and BMPs to help improve and sustain healthier urban communities. LASC, along with support from community partners and community members, will meet this need through the workshop series.
- 4) **Audience for Water is Life Day.** Water is Life Day will be promoted as a free-admission event for the entire community. At the same time, LASC will encourage greater participation in the event by Title I school students and their families, and residents of the Martin Luther King, East End, and other neighborhoods in the 40508 zip code, with a goal of having a total of more than 250 in attendance. The 40508 zip code has the lowest average income of all zip codes in Lexington, and many residents do not have ready access to transportation. For these reasons, LASC's staff is committed to promoting its programs among neighborhood residents and seeking input from residents in planning programs.
- 5) **Audiences for educational displays and related materials.** As indicated above, LASC receives about 40,000 visitors throughout the year. Visitors include students on field trips and families who participate in community events. In addition to receiving visitors for pre-scheduled events, LASC is free and open to the public for over 50 hours per week and receives about 300 drop-in guests each month. All 40,000 visitors have access to and benefit from educational displays in the facility and on the LASC grounds, and have the option of taking home with them additional educational materials about water quality and conservation. Through displays and educational materials, LASC exposes the public numerous times to concepts and simple steps for managing and improving stormwater quality, and inspires large numbers of people across Lexington to work together toward conserving non-renewable resources and building healthy, sustainable communities.

The urban educational green space also benefits residents in the surrounding neighborhoods. Like many neighborhoods, areas around the LASC campus are undergoing a great deal of development and urban renewal. LASC demonstrates BMPs in its green space, encourages adoption of BMPs, and provides much needed green space for neighborhood residents.

PROJECT SUSTAINABILITY

This project has long-term components for ongoing education and public involvement. LASC has expanded the number of partners for implementing programs. With additional funding for FY 2021, LASC will continue to build on experiences and laying a foundation for the ongoing development of water quality educational programs at LASC. LASC will establish programs that will be maintained beyond 2021, including the Kentucky Wildlife and Water outreach program, the after-school ecology program, and the Eco Workshop series. These programs build on the success of existing programs and will contribute to the ongoing growth of LASC's programs and staff.

LASC will continue to produce educational materials that will be used after the grant period ends. Materials include but are not limited to lesson plans, activity guides, handouts, and project materials for participants in field trips, the Kentucky Wildlife and Water outreach program, the new after-school ecology program, and the Eco Workshop series; and brochures, cards, bookmarks, stickers, and other water quality educational materials that LASC provides for community events and presentations about animals in the facility and BMPs on the grounds. LASC will improve educational displays in its facilities by purchasing new aquariums for native animals, introducing native plants into aquarium displays, and creating new and more engaging signage for the animals to provide a much more engaging and interactive experience, and the improvements made to the displays will benefit field trip groups, and other visitors for years to come.

PROJECT SUCCESS MEASURES

- 1) LASC will track the numbers of participants in each program throughout 2021, as well as record observations of audience engagement for each program and collect completed evaluation forms from teen and adult participants, which allow us to quantify the participants' levels of satisfaction. Data from 2021 will be compared with data from previous years. Measures of success will include:
 - a. reaching targets for participation in new or revamped programs, including the Kentucky Wildlife and Water outreach program, the after-school ecology program, and the Eco Workshops;
 - b. maintaining the same level of participation in programs that are repeated every year, including field trips, summer camps, and Water is Life Day;
 - c. increasing the numbers of drop-in visitors who see and learn from educational displays throughout the year;
 - d. observing that participants are consistently engaged in programs and achieving the learning objectives for each program;
 - e. participants indicating high levels of satisfaction with programs on evaluation forms.
- 2) LASC intends to host more than 10,000 K-12 students. LASC will observe levels of student engagement for each field trip group and collect completed evaluations from teachers who accompany each field trip group. The goal is to have an average satisfaction level of five on evaluation forms completed by teachers.
- 3) For the Kentucky Wildlife and Water outreach program, LASC aims to serve 500 Title I elementary and middle school students and observe high levels of interest and engagement among students. LASC will also send a program evaluation form to classroom teachers through which teachers will provide feedback on the program. Goals for the after-school ecology program are to serve more than 50 middle school students and the students' families. LASC will distribute brief evaluation forms to students and parents to receive feedback on the program as it develops.
- 4) LASC goals for summer camps are to enroll a total of 100 upper elementary and middle school students. Parents and guardians will also complete evaluations for the summer camps. For Eco Workshops, LASC aims to have more than 50 adults participating in the workshops and receive feedback from participants on evaluation forms that will guide the ongoing development of the workshop series. For Water is Life Day, the measures of success will be a total audience of more than 250 people, with more residents from the North Martin Luther King and East End neighborhoods attending the event, and observations of high levels of interest and participation in all activities. LASC will ask participants in Water is Life Day to provide their names and zip codes, to track the number of participants who reside in the 40508 zip code.
- 5) For educational displays in LASC's facility and green space, the goal is to reach a total of more than 40,000 visitors. This total includes participants in field trips, community events, and educational programs, as well as visitors who drop by LASC throughout the week. As noted above, the LASC grounds now include a rain garden and a stormwater-fed waterfall, with signs explaining problems with stormwater runoff, practical steps that can be taken to reduce stormwater runoff, the benefits of rain gardens, and other aspects of the green space. Another important measure of success will be to observe residents of surrounding neighborhoods that continue to use the urban green space and learn about the BMPs in the green space.

- 6) One of the objectives of the Incentive Grant Program is to "provide public or private education-related to stormwater quality." The proposed project will meet this objective, by offering a wide range of educational programs, reaching a very diverse audience, and providing follow-up information and guidance that will support community members' continued involvement in water conservation and improving water quality in their homes, schools, and places of employment.
- 7) Important issues for the Incentive Grant Program - including reducing stormwater runoff, reducing pollutants, and making streams and other water sources healthier - will be addressed throughout the proposed programs. In addition, easily replicable best practices will be introduced to thousands of community members. Through the ongoing focus on the importance of water quality for Kentucky wildlife and demonstrations of BMPs in the green space, LASC provides unique experiences that will lead K-12 students, residents of surrounding neighborhoods, and people across Lexington toward making better decisions regarding their shared environment.

REPORTING REQUIREMENTS

In addition to the reporting requirements outlined in the Grant Award Agreement, the following special items are noted for this project:

- 1) All handouts and educational materials shall be provided to the LFUCG Grant Manager in hard copy and electronic (PDF) format with Requests for Funds & Project Status Reports and / or the Project Final Report.
- 2) Photographs and records documenting events, programs, training, workshops, et cetera shall be provided to the LFUCG Grant Manager in electronic format with the Project Final Report.
- 3) Sign-in sheets for Professional Development events or adult – focused events shall be maintained and provided to the LFUCG Grant Manager upon request. Participation attendance counts shall be maintained and provided to the LFUCG Grant Manager, with reporting for all other events.
- 4) Materials associated with printed teacher lesson plans, and best practices for implementation within their classrooms from the field trips or other facilitated educational programs shall be provided to the LFUCG Grant Manager in hard copy and electronic (PDF) format with Requests for Funds & Project Status Reports and / or the Project Final Report.
- 5) Copies of program evaluations collected in association with the facilitated educational programs, outreach programs, after-school program, summer camps, Water is Life Day, and field trips shall be provided to the LFUCG Grant Manager in hard copy or electronic (PDF) format with the Project Final Report.
- 6) All evaluations, especially those listed under the Project Success Measures, shall be provided to the LFUCG Grant Manager with Requests for Funds & Project Status Reports and / or the Project Final Report.
- 7) All attachments to Requests for Funds & Project Status Reports shall reference the associated line Table 2 – Eligible Expenses.

ADDITIONAL STIPULATIONS

In addition to the reporting requirements outlined above, the following special items are required for this project:

- 1) Organization shall specify education materials in budget line 4 that are water quality-related or that will include water quality messaging.
- 2) Both electronic and hard copies of all materials are to be provided to LFUCG, for its use, as part of the grant deliverables.
- 3) Organization proposes a larger cost share beyond that required by the grant program. Budget shall reflect the 21.9% cost share offered in the application (approximately \$7,850.00).

EQUIPMENT

Any equipment purchased with the Grant shall remain the property of the Organization.

GRANT PERIOD & PROJECT SCHEDULE

The grant period starts on the date of execution by the Mayor and extends for the time period as listed in the Grant Award Agreement. Any time extensions must be approved in writing by the LFUCG Grant Manager. The project schedule shown in Table 1 is preliminary. Proposed changes to the project which alter this schedule significantly shall be discussed with the LFUCG Grant Manager prior to implementation.

TABLE 1 – PROJECT SCHEDULE

Activity	Anticipated Date
Approval of grant award and receipt of Notice To Proceed	Winter 2020-2021
Develop curriculum and plan programs and activities	For month after NTP
Redevelop animal exhibits, with new aquariums and signs; begin hosting field trip programs	February 2021
Begin offering Kentucky Wildlife and; initiate after-school ecology program	March 2021
Offer first Eco Workshop; install additional plants in greenspace	April 2021
End after-school ecology program for the spring semester; offer second and third Eco Workshop	May 2021
Offer Wildlife and Water summer camps	June-August 2021
Host Water is Life Day	July 2021
Resume hosting field trips and offering Kentucky Wildlife and programs; resume after-school ecology program; offer fourth Eco Workshop	September 2021
Offer fifth Eco Workshop	October 2021
End after-school ecology program for the fall semester	November 2021
Offer the twentieth and final Kentucky Wildlife and Water outreach program for 2021	December 2021
Promote programs via digital media and printed materials	February – December 2021
Maintain educational displays in LASC's facility and green space	February – December 2021
Print and distribute educational materials to visitors	February – December 2021
Final Report to LFUCG	January 2022

PROJECT BUDGET – GRANT ELIGIBLE EXPENSES & ORGANIZATION COST SHARE

Table 2 lists the Eligible Expenses for this project. Only properly invoiced items shall be reimbursed with grant monies or counted toward the Organization’s cost-share.

Any work performed on this project prior to grant award by the Urban County Council and Notice to Proceed from the LFUCG Grant Administrator is not an eligible expense and shall not be reimbursed or counted toward the cost-share with the following exception: None.

TABLE 2 – ELIGIBLE EXPENSES

Line No.	Activities	Type of Expense	Participants	Item	Unit Price	Quantity	Funded by Organization	Funded by Grant	Total Expense	
1 Project Elements: After-School Ecology Program, Eco Workshops, Kentucky Wildlife and Water Outreach, Wildlife and Water Summer Camps, and Water is Life Day										
1	Planning, curriculum development and instruction for all programs	Personnel	Heather Donlan	Hours at current payroll rate	\$ 15.00 per hour	900	\$ 2,000.00	\$ 11,500.00	\$ 13,500.00	
2	Design of promotional materials and website and promotion of all programs via social media	Personnel	Laurie Preston	Hours at current payroll rate	\$ 25.00 per hour	80	\$ 2,000.00	\$ -	\$ 2,000.00	
3	Printing of program schedules and other promotional materials	Materials	859 Print, GotPrint and others	Printing of materials promoting exhibits, field trips, workshops, summer camps and other programs	\$ 0.48 per printing	5,000	\$ 2,400.00	\$ -	\$ 2,400.00	
4	Educational materials for all programs	Materials	LASC	Include but not limited to: notebooks, pencils, pocket microscopes, owl pellets, seeds, soil and water testing kits, compost bins, rain barrels, paint, bee house kits, and bat house kits	\$ 2.53 per participant	950	\$ -	\$ 2,400.00	\$ 2,400.00	
5	Presentations for workshops, Water is Life Day and other community events	Presentation Fees		Presentations by wildlife and habitat experts	\$ 360.00 per presenter	5	\$ -	\$ 1,800.00	\$ 1,800.00	
6	Food for after-school programs	Food and Drink	Local supermarkets	Food for after-school programs	\$ 1.50 per snack	400	\$ -	\$ 600.00	\$ 600.00	
7	Field Trips to McConnell Springs, Masterson Station, and other sites for after-school programs	Transportation	Miller Transportation	Field trips to McConnell Springs for 50 students and family members per trip	\$ 250.00 per trip	5	\$ -	\$ 1,250.00	\$ 1,250.00	
8	Wildlife and Water outreach programs	Program fees	LASC staff	Outreach programs provided to a total of 600 students	\$ 190.00 per program	20	\$ -	\$ 3,800.00	\$ 3,800.00	
9	Assistance with all programs	Volunteer Hours	Volunteers	Volunteer hours for all programs	\$ 7.25 per hour	200	\$ 1,450.00	\$ -	\$ 1,450.00	
10	10									
11 Project Elements: Maintenance and development of educational displays in LASC's facility and on our grounds featuring native animals, plants, and aquatic habitats										
11	Animal care, green space care, and development of displays and educational materials	Personnel Hours	Heather Donlan	Hours at current payroll rate	\$ 15.00 per hour	200	\$ -	\$ 3,000.00	\$ 3,000.00	
12	Maintenance of animal displays	Supplies	Incredipet and others	Food for animals, plants, other items for habitats	\$ 187.50 per animal	8	\$ -	\$ 1,500.00	\$ 1,500.00	
13	New aquarium and stands for native Kentucky fish	Supplies	LASC		\$ 650.00 per display	3	\$ -	\$ 1,950.00	\$ 1,950.00	
14	Signage for animal displays	Supplies	LASC		\$ 100.00 per display	8	\$ -	\$ 800.00	\$ 800.00	
15	Installation of native plants in the urban green space and for pollinator garden	Supplies	Michlers and others	Plants for various garden spaces on our grounds	\$ 14.00 per space	50	\$ -	\$ 700.00	\$ 700.00	
16	Printing of educational materials to accompany displays	Materials	LASC	To include copies of educational materials (such as Eco Tips bookmarks and animal trading cards)	\$ 0.06 per printing	20000	\$ -	\$ 1,200.00	\$ 1,200.00	
17	17									
18	TOTAL PROJECT BUDGET:							\$ 7,850.00	\$ 30,500.00	\$ 38,350.00
19								ORGANIZATION SHARE	GRANT SHARE	
20								21.9%	78.1%	
21	MATCH % AFTER FIRST \$2,500 = 21.90% OK MUST BE > 20%									