



## *Association of Texas Soil and Water Conservation Districts*

### ATSWCD Grant Program Education and Outreach

Education and Outreach – Up to \$1500 Depending on type of event hosted.

#### **Basic**

\$500 –Education and Outreach Event (such as a field day, workshop, school tour etc.)

#### **Option A**

\$1000- If SWCD partners with another SWCD(s) on an Education and Outreach event (each SWCD \$1000)

#### **Option B**

\$1000- If SWCD hosts urban event.

#### **Option C**

\$1500 – SWCD outreach to historically underserved to attend Education and Outreach event (must include documentation of outreach to new producers and a session on what the SWCD, TSSWCB and NRCS have to offer those new to working with conservation programs etc...).

Payment levels are not cumulative and are the maximum amount available in a fiscal year.

This is based on 1 event per SWCD.

Copy of the agenda and other meeting handouts must be included with reimbursement request.

Advertising can be included as a reimbursable cost (please include copies).

Provide a detailed report of the event on page 2. This includes number of attendees, and how the event met the requirements for the level of activity selected. (for example: Option A- District #609 partnered with District #632 to host the event and each SWCD would qualify for up to \$1000 in reimbursement) Planning time and any follow up activities as a result of the event may also be included.

Does not include travel to the State Meeting.

#### General Information:

All Reports and documentation must be typed.

Quarterly submission deadlines are listed below and on the form.

Claims must be made in the quarter the funds were spent. Do not hold or roll to the next quarter.

Do not change the mileage rate.

Include all documentation- invoices and receipts for all expenditures and in-kind donations.

No food, beverage, wearables or awards may be submitted for reimbursement.

Reimbursement will be 75% of the claim submitted.

**Quarterly Deadlines:**

First Quarter: October-November-December: Due January 16, 2025

Second Quarter: January-February-March: Due April 16, 2025

Third Quarter: April-May-June: Due July 16, 2025

Fourth Quarter: July-August-September: Due October 16, 2025