

# 2006 ESRI GIS Grant Program for U.S. 4-H Series

## Description and Application Procedure—Intermediate Level Grant

[www.esri.com/4-H](http://www.esri.com/4-H)

Application Period: January 1–March 31, 2006. Early applications will not be reviewed.

---

The goal of this program is to foster and support the integration of geographic information system (GIS) applications in U.S. 4-H clubs. ESRI has created the 2006 ESRI GIS Grant Program for U.S. 4-H in cooperation with National 4-H Headquarters within the Cooperative State Research, Education, and Extension Service (CSREES)/U.S. Department of Agriculture (USDA) to support its geospatial outreach, education, and community involvement efforts.

Seventy-five grants for software, introductory training, and other materials will be awarded to U.S. 4-H clubs completing successful application and acceptance by the March 31, 2006, submission deadline.

The 2006 ESRI GIS Grant Program for U.S. 4-H is one aspect of a multifaceted ESRI 4-H initiative being developed by ESRI in cooperation with National 4-H Headquarters within CSREES/USDA that will help its members expand their current programs including the National 4-H GIS/GPS Technology Programs ([www.4-h.org/tech/gisgps](http://www.4-h.org/tech/gisgps)), the National 4-H Youth Technology Leadership Team (<http://www.4-h.org/tech>) and the National 4-H GIS/GPS Technology Integration Team (<http://www.tnstate.edu/iager/gisgps/main.htm>).

The 2006 ESRI GIS Grant Program for U.S. 4-H consists of two grant options for 4-H clubs. Clubs should apply for the option most appropriate for their individual club situation.

- **Introductory grant level:** 2006 ESRI GIS Grant Program for U.S. 4-H is for 4-H clubs new to GIS and GPS technology.
- **Intermediate grant level:** 2006 ESRI GIS Grant Program for U.S. 4-H is for the 4-H clubs that have successfully applied for and received software under a previous ESRI GIS Grant for U.S. 4-H and have successfully completed the grant requirements of submitting a Community Atlas project, participating in a GIS Day event, and completing a community service project.

### Definition of Terms

**Eligible participants**—4-H uses a variety of delivery modes to reach youth. Although the term "club" is used throughout this document, for the purposes of this program it means a 4-H community or in-school club, 4-H after-school program, 4-H special interest group, 4-H school enrichment group, 4-H camp, or similar 4-H unit that meets together regularly for 4-H youth development program delivery and has been recognized as an authorized 4-H group within a state's 4-H program with a list of enrolled youth members and approved adult volunteer 4-H leaders or 4-H agents on file. This includes 4-H programs in the 50 U.S. states, the District of Columbia, Puerto Rico and the island areas (American Samoa, the Commonwealth of the Northern Mariana Islands, Guam, the Virgin Islands, and Palau), and domestic and overseas U.S. military installations. This opens the program to more than 400,000 4-H clubs and their members.

**Permitted software uses**—The software provided to 4-H clubs under this program will be licensed to a single club and can be used for noncommercial club business including activities such as educational training and community research and activism. The software cannot be used in the normal business of a county office, research center, school, or other organization that supports a 4-H club, and cannot be used by clubs, members, or volunteers to provide paid services to commercial or noncommercial entities. The software can be installed on club and club member (youth and adult) personal computers commensurate with club needs up to a total of 25 individual computers and in keeping with the above-prescribed uses. The club software will be licensed by ESRI to the club's approved adult volunteer 4-H leader or 4-H agent as the license administrator and primary end user. Questions regarding appropriate use or club license needs above the 25-seat maximum should be sent to ESRI staff at [4-HGIS\\_external@esri.com](mailto:4-HGIS_external@esri.com).

**Nonendorsement**—No endorsement of ESRI and its products or services by the National 4-H Headquarters, CSREES/USDA, or the land-grant institutions is implied or intended.

## Grant Program Description

### Intermediate GIS Grant for 4-H clubs with experience in GIS and GPS technology

The 2006 ESRI GIS Grant Program for U.S. 4-H has been established to support national 4-H efforts aimed at bringing GIS and other geospatial technologies to young people and qualified adults involved with U.S. 4-H clubs.

The grant covers a period of essentially one 4-H project year: from the date of grant approval and software receipt through May 30, 2007. (See [Use of software beyond May 2007](#) for license use beyond the grant period.) The grant includes a youth club license of selected software for Windows® computers and Windows CE devices, books, and Web-based resources.

### Materials included in grant

#### GIS Software and Data

1. Maintenance subscription to bring existing 25-seat youth club licenses of ArcView, ArcView Spatial Analyst, and ArcPad to the most current technology level, ArcView 9.x and ArcPad 7. This maintenance subscription will provide ArcView technical support and software upgrades for one year.
2. A 25-seat youth club license of ArcGIS Publisher (Windows)
3. A 25-seat youth club license of ArcGIS Maplex (Windows)
4. Updated ESRI Data and Maps CD series

#### GIS Books and Training Materials

5. One copy of *Designing Better Maps*
6. One copy of *Mapping Our World: GIS Lessons for Educators—ArcGIS Desktop Edition*
7. One copy of *Fun with GPS*
8. One copy of *Getting to Know ArcGIS* self-study book
9. One copy of ArcGIS Agriculture Workshop CD
10. An ESRI Virtual Campus youth club subscription with access to
  - Learning ArcGIS I
  - Learning ArcGIS II
  - Learning ArcGIS 9 Spatial Analyst
  - Working with ArcPad
  - Learning ArcGIS 9 3D Analyst
  - Introduction to ArcGIS 9 Geostatistical Analyst
  - Introduction to ArcGIS Network Analyst
11. Unlimited access to lesson packages at ArcLessons

12. Links to the Geography Network, with special focus on community-level physical and human geographic data
13. Facilitation with access to local GIS data via various ESRI users and related groups
14. Ongoing 24/7 technical assistance via the ESRI Web support area

The following are optional ArcView 9.x extensions that may be included in your grant application request if needed to support your community atlas or community service project. Please include a description of the use of the requested extensions as it relates to your projects.

15. A 25-seat youth club license of ArcGIS 3D Analyst (Windows)
16. A 25-seat youth club license of ArcGIS Geostatistical Analyst (Windows)
17. A 25-seat youth club license of ArcGIS Network Analyst (Windows)

Note: Clubs should understand software system requirements and descriptions (found at [www.esri.com/products.html](http://www.esri.com/products.html)) to determine which version is the most appropriate for the club to request. Any software exchanges must be conducted within 30 days of delivery.

The grant does not include on-site installation, training, and implementation/support services beyond those noted above. The grant also does not permit any use of the granted software applications for nonclub uses as discussed above in the permitted uses section.

The grant assumes and recommends that each club will seek added or ongoing mentoring assistance from GIS users in its area.

### Use of software beyond 2007

Grant recipients are expected to participate in GIS Day and submit a project to the ESRI Community Atlas Program (ESRI CAP) by May 30, 2007. Successful ESRI CAP participants will receive a permanent license of software. Clubs not participating in the ESRI CAP may pay to license the software or must remove it from their computers after June 1, 2007.

Participation in the ESRI CAP ([www.esri.com/communityatlas](http://www.esri.com/communityatlas)) within the school calendar year 2006/2007 is a mandatory provision of the grant. Clubs that participate in and contribute a finished project to ESRI CAP will receive an award of ongoing software use. For 4-H club grant recipients, the ESRI CAP award will be a permanent license of the ESRI software products in their

possession, in keeping with the license guidelines set forth in ESRI CAP.

Maintenance of ESRI software becomes the responsibility of the grant recipient after the first year. 4-H club grant recipients that do not participate in the ESRI CAP project in 2006/2007 can continue to use the software in their possession by paying a licensing fee for the various software applications.

Listings of the maintenance fees are available by contacting ESRI ([4-HGIS\\_external@esri.com](mailto:4-HGIS_external@esri.com)). Clubs with ArcView 9.x software will receive one year of maintenance (technical support and upgrades) with the license and will receive a quote to continue maintenance after one year. Clubs wishing to earn maintenance in lieu of payment may submit a second Community Atlas project.

Grant recipients that have completed neither of the above by June 1, 2007, must remove installed software from all club computers. A letter describing this also will be sent to ESRI and the National 4-H GIS/GPS Technology Design Team at that time ([4-HGIS\\_external@esri.com](mailto:4-HGIS_external@esri.com)).

## Provisions

To meet the goals of the 2006 ESRI GIS Grant Program for U.S. 4-H, clubs must agree to complete the following:

1. Take part in GIS Day 2006 by participating in or hosting an informational event for local youth, community leaders, and the public. For more information, visit [www.gisday.com](http://www.gisday.com). The GIS Day event may be conducted anytime prior to May 31, 2007.
2. Participate in the ESRI Community Atlas Program, completing and submitting a project by May 31, 2007. [www.esri.com/communityatlas](http://www.esri.com/communityatlas)
3. Institute or expand the use of GIS in their 4-H club activities.
4. Undertake at least one club community GIS service learning project (in addition to the Community Atlas project) aimed at any of the following: a local social or environmental issue, historical change, general community research, or community sustainability. For more ideas on what this research might be, explore the ESRI Community Atlas Program Web site ([www.esri.com/communityatlas](http://www.esri.com/communityatlas)) as well as that for the My Community, Our Earth program (<http://www.aag.org/sustainable/resources/index.cfm>), under the Mentoring/Resources/Project Resources

tab), Make at least one presentation to the Community Service project organization, community organization, other 4-H clubs, youth, and or leaders in their state during the grant period.

5. Submit a single map or poster for use in the 4-H Online Map Book Album.
6. Submit performance reports as scheduled.
7. Optional: Contribute to 4-H Youth Favorite Places project. [www.youthfavoriteplaces.org](http://www.youthfavoriteplaces.org)
8. To the club's advantage: Participate in a once monthly 4-H GIS/GPS conference call hosted by USDA. Two calls are usually offered the last week of the month. Notification of conference calls and other pertinent communication will be distributed via the 4HGISGPS list serve.

## Performance Reporting

Grant recipients agree to provide the National 4-H GIS/GPS Technology Design Team and ESRI with performance reports on the progress of the club after the award. 2006 grant performance reports are due year end December 1, 2006, and midyear August 31, 2007. The reports should address and provide a status of the club's progress toward meeting the provisions of the grant along with other club geospatial and community activities of note. Photos' and maps may be included. Please provide the report in Microsoft<sup>®</sup> Word format. The digital reports are to be submitted to [4-HGIS\\_external@esri.com](mailto:4-HGIS_external@esri.com).

## Application Due Date/Award Period

The National 4-H GIS/GPS Technology Design Team must receive grant applications no later than **March 31, 2006**, for the applications to be considered. Grant application reviews will occur on a flow basis as they are received. Only the first 75 club applications successfully meeting all requirements will be approved and awarded grants. Therefore, it is wise to submit an application as early as possible.

## Review Process

Members of the National 4-H GIS/GPS Technology Design Team will review all the applications and submit grant recipient recommendations to ESRI for assignment of awards. Because members of the review team will not be familiar with the clubs' previous work, please take extra care in your previous experience description to fully describe the GIS and GPS activities completed by the 4-H club.

ESRI will provide the National 4-H GIS/GPS Technology Design Team with a listing of clubs receiving awards.

## Date of Notification

Grant awards will be announced on a flow basis as they are approved (i.e., it is sensible to apply sooner rather than later. All grants will be awarded no later than April 30, 2006).

## Procedure for Applying

Each club application must provide two text documents, Microsoft Word format preferred, in response for each of the following. Items B through G should be limited to a maximum of eight 8 ½" x 11" pages.

- A. Letter of support from the state 4-H coordinator (one page maximum).
- B. One page club profile with the following details:
  1. Club name.
  2. ESRI Customer Number (required).
  3. Grant level application is for (Introductory or Intermediate).
  4. Organization agency responsible for club.
  5. Club mailing address (P.O. box or street, city, state, and ZIP).
  6. Organization physical site address including street name and number, city, state, and ZIP).
  7. Primary club contact. A primary contact is an approved adult volunteer 4-H leader or 4-H agent (Note: This individual will become the club's software license administrator and the registered primary end user with ESRI.).
  8. Primary contact mailing address, phone, fax and e-mail (e-mail required for Virtual Campus and initial notification).
  9. Secondary club contact. The secondary contact is an approved adult volunteer 4-H leader or 4-H agent.
  10. Secondary contact mailing address, phone, fax, and e-mail (e-mail required for Virtual Campus and initial notification).
  11. Description of estimated population demographics and geographic area encompassed by club activities/members (counties).
  12. Club Web site, if one exists.
- C. Brief description of adult and youth club members who will be involved including anticipated ages and numbers of youth and adult members.

- D. Description of hardware and software to be used:
  1. Information on computer(s) on which the software will be installed.
    - Number of computers.
    - Operating system configurations, RAM.
    - Types and locations (e.g., home computers, club laptops).
  2. Brief description on any club GPS receivers, PDAs, or other field data collection tools.
  3. Information on any computer networks involved.
  4. Information on Internet access.
  5. Specify whether you will need any of the optional extensions available under the Intermediate grant. Please support your request with the ArcGIS extension name and a short description of how it will be used.
- E. A one-paragraph response to each of the following questions:
  - Brief description of planned community service project for 2006 grant.
  - Why is the inclusion of GIS in your club activities important?
  - How does your club plan to contribute to the creation or further development of the 4-H Technology Action Plan in your state?
  - Why should your 4-H club be considered for the 2005 ESRI GIS Grant Program for U.S. 4-H?
- F. Description of ongoing GIS and other geospatial activities (e.g., specific programs created, presentations made, conferences attended, training events undertaken). Please include photos and map examples when possible.
- G. Brief description of previously completed Community Atlas and your community service projects using GIS technology.
- H. Brief description of past GIS Day participation.
- I. Description of plans for 2007 and beyond toward building, maintaining, and expanding GIS and other geospatial activities by the club. In other words, what is the club's long-term vision surrounding the incorporation of geotechnologies into its activities? Likewise, how will this vision involve the club with the local community?

If you have questions regarding the application, send an e-mail to [4-HGIS\\_external@esri.com](mailto:4-HGIS_external@esri.com) or explore [www.esri.com/4-H](http://www.esri.com/4-H).

## Submitting Your Application

*The application period is January 1–March 31, 2006. Applications received prior to Jan. 1 will not be considered. E-mailed applications must be received no later than 5:00 p.m. eastern standard time, March 31, 2006.*

Each application must contain only two text documents, Microsoft Word format preferred (state 4-H coordinator's letter of support and the club's profile and proposal), in accordance with the limitations and specifications noted earlier.

The subject heading of the application e-mail should read: City, State: 2006 4-H GIS Grant Application (for example, Moab, UT: 2006 4-H GIS Grant Application).

The two text documents must be attached to an e-mail and submitted by the club's adult contact to [4-HGIS\\_external@esri.com](mailto:4-HGIS_external@esri.com).

ESRI is hosting the e-mail link, which will deliver all applications to members of the National 4-H GIS/GPS Technology Design Team as well as key ESRI education staff. The review and award recommendations, however, will be the role of the National 4-H GIS/GPS Technology Design Team.

If a club wishes to discuss the activities of the National 4-H GIS/GPS Technology Design Team, please contact

Mr. Tom Tate, National Program Leader  
USDA CSREES-ECS  
800 Ninth Street SW, Suite 4429  
Washington, D.C. 20024  
202-720-2727  
[ttate@csrees.usda.gov](mailto:ttate@csrees.usda.gov)

## Learn More About

4-H GIS/GPS Technology Programs  
[www.4-h.org/tech/gisgps/](http://www.4-h.org/tech/gisgps/)

4-H National GIS/GPS Integration Team  
[www.tnstate.edu/iager/gisgps/main.htm](http://www.tnstate.edu/iager/gisgps/main.htm)

ESRI and its K–12 Education Program  
[www.esri.com](http://www.esri.com)  
[www.esri.com/k-12](http://www.esri.com/k-12)

ESRI Community Atlas Program  
[www.esri.com/communityatlas](http://www.esri.com/communityatlas)

GIS and Careers  
[www.gis.com](http://www.gis.com)

GIS Day  
[www.gisday.com](http://www.gisday.com)

KanGIS: K–12 GIS Community  
[www.kangis.org](http://www.kangis.org)

My Community, Our Earth  
[www.geography.org/sustainable/index.html](http://www.geography.org/sustainable/index.html)

United States Geological Survey Geospatial Education Outreach and online lessons  
<http://rockyweb.cr.usgs.gov/public/outreach>

GPS adventures:

Geocaching: <http://www.geocaching.com>

EarthCaching: <http://www.earthcache.org>  
(promotes environmental stewardship)

Confluences: <http://www.confluence.org>

Iowa State GPS Kit:  
<http://www.extension.iastate.edu/e-set/gpskits.html>

Free Minnesota Department of Natural Resources  
Garmin ArcGIS extension to transfer Garmin GPS  
points to an ESRI shapefile:  
[http://www.dnr.state.mn.us/mis/gis/tools/arcview/  
extensions/DNRGarmin/DNRGarmin.html](http://www.dnr.state.mn.us/mis/gis/tools/arcview/extensions/DNRGarmin/DNRGarmin.html)

Easy GPS—freeware to transfer and manage GPS  
waypoints and routes (and transfer to ArcGIS):  
[www.easygps.com](http://www.easygps.com)

GPSSy—GPS resource library:  
[www.gpsy.com/gpsinfo/](http://www.gpsy.com/gpsinfo/)

**Use this checklist to be sure you've addressed all the required information for your application.**

- Letter of support from state 4-H technology director or coordinator.**
- Application document to include**
  - Club name
  - ESRI customer number (required)
  - Grant level application is for (Introductory or Intermediate)

Club Adult Contact Information

- Primary club contact (adult) name
- Organization
- Title
- Street address
- Postal address (if different)
- City
- State
- ZIP
- Telephone
- Fax
- E-mail
- Secondary club contact (adult) name
- Organization
- Title
- Street address
- Postal address (if different)
- City
- State
- ZIP
- Telephone
- Fax
- E-mail

Club Membership

- Demographics and geographic area served by club (county list)
- Club Web site (if available)
- Club membership description including number of youth and adults.

Hardware and Software

- Computer availability (quantity)
- Operating system(s) and RAM
- Types and locations of computers (e.g., home computers, club laptops, etc.)
- Description of peripheral equipment (e.g., PDAs, GPS, printers, plotters)
- Internet availability
- ArcView version specified

General Response Questions

- Brief description of planned community service project for 2007.
- Why is the inclusion of GIS in your club activities important?
- How does your club plan to contribute to the creation or further development of the 4-H Technology Action Plan in your state?
- Why should your 4-H club be considered for the 2005 ESRI GIS Grant Program for U.S. 4-H?
- Brief description of previously completed Community Atlas and community service projects using GIS technology.
- Brief description of past GIS Day participation.
- Description of plans for 2007 and beyond toward building, maintaining, and expanding GIS and other geospatial activities by the club.

**4-H Grant Requirement Checklist**

- Submit performance report by July 1, 2006.
- Participate in, or host GIS Day event.
- Submit performance report by December 31, 2006.
- Make at least one presentation to other 4-H clubs, youth, and leaders in your state during the initial grant period.
- Complete community service learning project involving Geospatial technologies.
- Complete and submit Community Atlas project by May 31, 2007.
- Submit map poster for 4-H Online Map Book Album.
- Submit midyear performance report by August 30, 2007.
- Optional: Contribute to [www.youthfavoriteplaces.org](http://www.youthfavoriteplaces.org).
- To the club's advantage: Participate in monthly 4H GIS GPS conference calls hosted by USDA.

Submit grant applications and subsequent reports to [4-HGIS\\_external@esri.com](mailto:4-HGIS_external@esri.com). Microsoft® Word format preferred.