

# 2010 ESRI GIS Grant Program for 4-H (U.S.)

## Description and Application Procedure

### Introduction to GIS Grant

Application period: October 1, 2009–December 1, 2009  
Software awards and delivery will be made in January and February 2010.  
Early applications will not be reviewed.

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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 2010 ESRI GIS Grant Program for U.S. 4-H in cooperation with National 4-H Headquarters within the National Institute of Food and Agriculture (NIFA)/U.S. Department of Agriculture (USDA) to support its geospatial outreach, education, and community involvement efforts.

The submission deadline for the 2010 Introduction to GIS grant is December 1, 2009, at 5:00 p.m. Pacific standard time (PST).

The 2010 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 NIFA/USDA that will help its members expand their current programs including the National 4-H GIS/GPS Technology Team and the National 4-H Science, Engineering and Technology (4-H SET) mission mandate. See <http://4-H.org>.

The 2010 ESRI GIS Grant Program for U.S. 4-H consists of three levels of grant options for 4-H clubs. Clubs should apply for the option most appropriate for their individual club situations.

- **Getting Started with GIS and GPS Grant:** This 2010 ESRI GIS Grant Program for U.S. 4-H is for 4-H clubs not already familiar with GPS or GIS technologies that want to begin introducing spatial literacy to youth at a basic level.
- **Introduction to GIS Grant:** This 2010 ESRI GIS Grant Program for U.S. 4-H is for 4-H clubs with adults and youth members comfortable with the technology who are now ready to learn more about GIS and GPS technology.
- **Intermediate GIS Grant:** This 2010 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 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 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, or 4-H camp or a 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**—Software provided to 4-H clubs under this program will be licensed to a single club and can be used for noncommercial and nongovernment club business including youth-related activities such as educational training, community research, and activism. The club 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, NIFA/USDA, or the land-grant institutions is implied or intended.

## Grant Program Description

### Introduction to GIS Grant for 4-H Clubs New to GIS and GPS Technology

The 2010 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 a full 4-H project year from the date of grant approval and software receipt through September 30, 2011. (See [Use of Software beyond September 2011](#) 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.

The grant application consists of a signed digital letter of recommendation from your state 4-H SET liaison, and the completed online application form submitted between October 1 and December 1, 2009, 5:00 p.m. (PST). **Early, late, or incomplete grant applications will not be reviewed.** You will receive electronic notice of receipt of your grant application within 48 hours. If you are inexperienced in completing online forms or concerned about your Internet connection, we recommend that you make every effort to submit your application early so you can receive confirmation of receipt prior to the deadline for submission.

### Materials Included in Grant

#### GIS Software and Data

1. A 25-seat youth club license of the most current GIS technology, ArcGIS ArcView 9.x (Windows)
  - A 25-seat youth club license of ArcGIS Spatial Analyst (Windows)
  - A 25-seat youth club license of ArcGIS 3D Analyst (Windows)
  - A 25-seat youth club license of ArcGIS Network Analyst (Windows)
  - A 25-seat youth club license of ArcGIS Publisher (Windows)
  - A 25-seat youth club license of Maplex for ArcGIS (Windows)
2. Links to the Geography Network and ArcGIS Online, with special focus on community-level physical and human geographic data
3. Access to local GIS data via various ESRI users and related groups

#### GIS Books and Training Materials

1. One copy of Mapping Our World Using GIS, Book 2

2. One copy of the Getting to Know ArcGIS self-study book
3. One copy of Making Community Connections
4. One copy of Community Geography: GIS in Action (workbook and teacher's guide)
5. One copy of Fun with GPS
6. One copy of Designing Better Maps
7. One copy of Zeroing In
8. One copy of Mapping the Future of America's National Parks
9. An ESRI Virtual Campus youth club subscription
  - Learning ArcGIS 9
  - Learning ArcGIS Spatial Analyst
  - Learning ArcGIS 3D Analyst
10. Unlimited access to more than 300 lesson packages at ArcLessons ([www.esri.com/arclessons](http://www.esri.com/arclessons))
11. Links to the Geography Network and ArcGIS Online, with special focus on community-level physical and human geographic data
12. Facilitation with access to local GIS data via various ESRI users and related groups
13. Ongoing 24/7 technical assistance via the ESRI Web support area

Note: Grant applicants should understand software system requirements and descriptions (found at [www.esri.com/products.html](http://www.esri.com/products.html)) to determine whether club computers will support ArcGIS ArcView software requirements. Any software exchanges must be conducted within 30 days of delivery.

The ESRI GIS grant does not include GPS units, nor does it provide on-site software installation, training, or implementation/support services beyond those noted above. The grant also does not permit any nonclub use of the granted software applications as discussed above in the Permitted software uses section.

The grant assumes and recommends that each club will seek added or ongoing mentoring assistance from GIS users in its area. Visit [www.GeoMentor.org](http://www.GeoMentor.org) to find a mentor in your area.

### Required Grant Activities

To meet the goals of the 2010 ESRI Introduction to GIS Grant Program for U.S. 4-H, clubs must agree to complete the following:

1. Take part in GIS Day by participating in or hosting an informational event for local youth, community leaders, and the public. The GIS Day event may be conducted any time prior to September 30, 2011. For more information about GIS and to register a GIS Day event, visit [www.gisday.com](http://www.gisday.com).
2. Participate in the ESRI Community Atlas Program, completing and submitting a project by

May 25, 2011. See [www.esri.com/communityatlas](http://www.esri.com/communityatlas).

3. Institute, sustain, or expand the use of GIS in your 4-H club activities.
4. Undertake at least one club Community Service Learning project aimed at any of the following: community evacuation and shelter mapping, a local social or environmental issue, historic change, general community research, or community sustainability or other projects of community importance. The service project can be an expansion of or in addition to the Community Atlas project. For more ideas on what this research might be, explore the ESRI 4-H project Web site ([www.esri.com/4-H](http://www.esri.com/4-H)); ESRI Community Atlas Program Web site ([www.esri.com/communityatlas](http://www.esri.com/communityatlas)); and the My Community, Our Earth Program Web site (<http://www.aag.org/sustainable/resources/index.cfm>) under the Mentoring/Resources/Project Resources tab. The Community Service Learning project must be completed by September 30, 2011.
5. Make at least one presentation to the community service project organization; community organization; or other 4-H clubs, youth, and/or leaders in your state during the grant period.
6. Submit your Community Mapping or Community Service Learning project to the 4-H Map Gallery. This entry includes a photograph of your 4-H club members, a 300-word description of your Community Mapping/Service Learning project, and a single high-quality map of your project.
7. Submit a midgrant status report, due September 30, 2010, and a final report, due September 30, 2011.\*
8. Optional: Contribute to the 4-H Youth Favorite Places project. See [www.youthfavoriteplaces.org](http://www.youthfavoriteplaces.org).
9. **To the club's advantage:** Participate in monthly 4-H GIS/GPS conference calls hosted by USDA. Two nationwide conference calls are usually offered each month. Notification of conference calls, 4-H GIS webinars, and other pertinent communication will be distributed via the 4HGISGPS LISTSERV. To be added to this LISTSERV, send an e-mail to [dunha003@umn.edu](mailto:dunha003@umn.edu).

### Use of Software beyond September 30, 2011

Grantees successfully completing all required activities (see 1–7 under Required Grant Activities) by the specified dates will receive an award of one year of annual maintenance (technical support and upgrades) and a permanent license of the ESRI software products in their

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

Grantees not completing grant requirements can continue to use the software in their possession by paying the annual maintenance fee for the various software applications.

Clubs wishing to earn ongoing annual maintenance in lieu of making a maintenance payment may submit additional Community Atlas project(s) on an annual basis.

Information about the licensing and annual maintenance fees is available by contacting ESRI ([4-HGIS\\_external@esri.com](mailto:4-HGIS_external@esri.com)).

Grant recipients that have not completed the grant requirements by September 30, 2011, or discontinue their 4-H GIS programming efforts should remove installed software from all extension and club computers. A letter describing this must also be sent to ESRI and the National 4-H GIS/GPS Technology Leadership Team leads at that time ([4-HGIS\\_external@esri.com](mailto:4-HGIS_external@esri.com)).

### \*Performance Reporting

Grant recipients agree to provide the National 4-H GIS/GPS Technology Leadership Team and ESRI with two performance reports about the progress of the club during the grant year. The 2010 grant awardees' performance midgrant status reports are due September 30, 2010, and the final report is due September 30, 2011. 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 (high-resolution JPEG) and maps may be sent as separate reference documents along with the report but not enclosed in the document itself. 4-H photo permissions are to be in place for any photos submitted. Please provide the report in Microsoft® Word format. The digital reports are to be submitted to [4-HGIS\\_external@esri.com](mailto:4-HGIS_external@esri.com).

### Application Due Date

The National 4-H GIS/GPS Technology Leadership Team must receive grant applications no later than 5:00 p.m. (PST) **December 1, 2009**, for the applications to be considered. The 2010 grant application review and approval process will begin upon receipt of qualified grant applications received between October 1, 2009, and December 1, 2009. Only the club applications successfully meeting all requirements will be approved and awarded grants. Grants will be awarded and software shipped in early 2010.

### **Grant Application Review Process**

Members of the National 4-H GIS/GPS Technology Leadership Team will review all the applications and submit grant recipient recommendations to ESRI for assignment of awards. ESRI will provide the National 4-H GIS/GPS Technology Leadership Team with a list of clubs receiving awards.

### **Date of Award Notification**

All grants will be awarded by February 1, 2010.

### **Procedure for Application**

Please access the grant application online and follow its instructions to submit your application and state letter of support by e-mail no later than 5:00 p.m. (PST) December 1, 2009. See <http://www.esri.com/industries/k-12/4-h/grants.html>.

Each item on the application must be completed unless the form indicates that it is for a level of the grant other than the one for which you are applying. See the checklist at the end of these instructions to review your application for completeness before submitting.

The grant must be submitted electronically. If you are inexperienced in completing online forms, have difficulty maintaining Internet access, or will have difficulty obtaining the letter of recommendation from your state 4-H coordinator, it is recommended that you begin your application process early so that any problems can be resolved before the deadline. Late submissions will not be considered.

For 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 the Application**

*The application period is October 1, 2009, through 5:00 p.m. (PST) December 1, 2009. Applications received prior to October 1 or after December 1 will not be considered. Incomplete applications (e.g., missing letter, missing response to application question) will not be reviewed.*

The 2010 4-H grant application may be submitted October 1, 2009, through 5:00 p.m. (PST) December 1, 2009. Please access the grant application online and follow its instructions to submit your application and state letter of support by e-mail no later than 5:00 p.m. (PST) December 1, 2009. Visit <http://www.esri.com/grants> > Education or [www.esri.com/4-H](http://www.esri.com/4-H) and go to the 4-H grants area.

Each applicant must submit an application and the digital letter of support, signed by the state 4-H SET liaison, in accordance with the limitations and specifications noted earlier.

The e-mail subject heading of the application should read: County, State: 2010 4-H GIS Introductory Grant Application (for example, Washington, UT: 2010 4-H GIS Introductory Grant Application).

The primary contact will receive an e-mail confirming receipt of the grant proposal within two business days of submission.

ESRI is hosting the e-mail link for [4-HGIS\\_external@esri.com](mailto:4-HGIS_external@esri.com), which will deliver all inquiries to the National 4-H GIS/GPS Technology Leadership Team leads as well as key ESRI education staff. The 2010 GIS grant review and award recommendations will be the domain of the National 4-H GIS/GPS Technology Leadership Team.

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

Mr. Jim Kahler, 4-H Program Specialist  
USDA/NIFA-ECS  
Washington, DC 20024  
202-690-1568  
[jkahler@csrees.usda.gov](mailto:jkahler@csrees.usda.gov)

## Learn More about GIS Technology

4-H Geospatial Curriculum: Exploring Spaces, Going Places

<http://www.4-hcurriculum.org>

National 4-H Science, Engineering and Technology mission mandate

<http://www.4-h.org/SET>

4-H: A community program of young people across America learning leadership, citizenship, and life skills

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

ESRI GIS for 4-H

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

ESRI Community Atlas Program

[www.esri.com/communityatlas](http://www.esri.com/communityatlas)

Community Readiness Network 4-H

[www.crn4h.org](http://www.crn4h.org)

CITYgreen Environmental Education Program

[www.americanforests.org](http://www.americanforests.org)

ESRI and Its K–12 Education Program

<http://edcommunity.esri.com>

[www.esri.com/k-12](http://www.esri.com/k-12)

GIS and Careers

[www.gis.com](http://www.gis.com)

GIS Day

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

National Geographic and ESRI GeoMentor Program

[www.geomentor.org](http://www.geomentor.org)

My Community, Our Earth

<http://www.aag.org/sustainable>

United States Geological Survey Geospatial Education Outreach and online lessons

<http://rockyweb.cr.usgs.gov/public/outreach>

Youth Favorite Places

[www.youthfavoriteplaces.org](http://www.youthfavoriteplaces.org)

National Geographic's My Wonderful World

[www.mywonderfulworld.org](http://www.mywonderfulworld.org)

## GPS Adventures

*Going Places with GPS* book: [www.gisetc.com](http://www.gisetc.com)

EarthCaching: Promotes environmental stewardship and educational activities

<http://www.earthcache.org>

Geocaching

<http://www.geocaching.com>

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>

Easy GPS: Freeware to transfer and manage GPS waypoints and routes (and transfer to ArcGIS)

[www.easygps.com](http://www.easygps.com)

GPSy: GPS resource library

[www.gpsy.com/gpsinfo/](http://www.gpsy.com/gpsinfo/)

## Additional Training Resources

GIS Educational Training Consultants: GPS books and GIS training for educators

[www.gisetc.com](http://www.gisetc.com)

Geospatial Industry Workforce Information System

[www.giwis.org](http://www.giwis.org)

GeoTech Center

[www.geotechcenter.org](http://www.geotechcenter.org)

Agrowknowledge

[www.agrowknow.org](http://www.agrowknow.org)

## 2010 ESRI GIS Grant Program for 4-H (U.S.)

### Introduction to GIS Grant Application Checklist

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

- Application document to include
  - Club name
  - ESRI customer number (for existing grants)
  - Grant level that application is for (Getting Started, Introduction, 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 and fax
  - E-mail
- GIS mentor contact (adult) name
  - Organization
  - Title
  - Street address
  - Postal address (if different)
  - City, state, ZIP
  - Telephone
  - 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

- Intermediate GIS Grant only: Extension software
- Computer availability (quantity)
- Operating system(s) and RAM

- Types and locations of computers (e.g., home computers, club laptops)
- Description of peripheral equipment (PDAs, GPS, printers, plotters)
- Internet availability

#### General Response Questions

- Why is the inclusion of GIS in your youth and club activities important?
- How are geospatial sciences and technologies included in your state SET Plan?
- What events and outcomes from your club's geospatial activities will be reported through your state SET Plan?
- Describe your geospatial activities (if any), current and past.
- Describe your required grant geospatial activities and plans.
- Describe your planned Community Service Learning Project (required for Introduction and Intermediate grants only).
- Describe your ideas for GIS Day 2009 or 2010 ([www.gisday.com](http://www.gisday.com)).
- Describe your planned Community Map (for Getting Started grant) or Community Atlas Program project (for Introduction and Intermediate grants).
- How are geospatial sciences and technologies included in your state SET Plan?
- What events and outcomes from your club's geospatial activities will be reported through your state SET Plan?
- Describe your plans for 2010/2011 and beyond that will build, maintain, and expand GIS and other club geospatial activities.
- List the other 4-H programs in your state that have received ESRI software grants. Describe how the geospatial activities of your program will connect to and build on the efforts of the previous grants to enhance the presence and effectiveness of geospatial programming in your state.
- Provide a signed digital letter of support from the state 4-H SET liaison.

## 2010 4-H Introduction to GIS Grant Requirement Checklist

- Participate in or host a GIS Day event ([www.gisday.com](http://www.gisday.com)).
- Submit a short midgrant status report by September 30, 2010.
- Make at least one presentation to other 4-H clubs, youth, and leaders or other community organizations in your state during the initial grant period.
- Complete a Community Service Learning Project involving geospatial technologies by September 30, 2011 (for Introduction and Intermediate grants).
- Complete and submit a Community Atlas project by May 25, 2011 (required for Introduction and Intermediate grants; optional for Getting Started grants).
- Submit a final performance report by September 30, 2011.
- Submit your 4-H Map Gallery entry by September 30, 2011.
- Optional: Contribute to [www.youthfavoriteplaces.org](http://www.youthfavoriteplaces.org).
- To the club's advantage:** Participate in monthly 4-H GIS/GPS conference calls hosted by USDA. Two nationwide conference calls are usually offered each month. Notification of conference calls, 4-H webinars, and other pertinent communication will be distributed via the 4HGISGPS LISTSERV. To be added to this LISTSERV, please send an e-mail to [dunha003@umn.edu](mailto:dunha003@umn.edu).

The 2010 4-H grant application may be submitted October 1, 2009, through 5:00 p.m. (PST) December 1, 2009. Please access the grant application online and follow its instructions to submit your application and state letter of support by e-mail no later than 5:00 p.m. (PST) December 1, 2009. Visit <http://www.esri.com/grants> > Education or [www.esri.com/4-H](http://www.esri.com/4-H) and go to the 4-H grants area. The e-mail subject heading of the application should read: County, State: 2010 4-H GIS Introduction to GIS Application (for example, Washington, UT: 2010 4-H GIS Introduction to GIS Grant Application).

Please cc yourself in the application e-mail. Submit subsequent reports to [4-HGIS\\_external@esri.com](mailto:4-HGIS_external@esri.com). Microsoft Word format is preferred.