2009 ESRI GIS Grant Program for 4-H (U.S.)
Description and Application Procedure
Introduction to GIS Grant

Application period: October 1, 2008–December 1, 2008
Software awards and delivery will be made in January and February 2009.
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 2009 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.

Grants for software, introductory training, and other materials will be awarded to U.S. 4-H clubs completing successful application and acceptance by the December 1, 2008, submission deadline.

The 2009 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 Team and the National 4-H Science, Engineering and Technology (4-H SET) mission mandate. See https://4-H.org.

The 2009 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 2009 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 2009 ESRI GIS Grant Program for U.S. 4-H is for 4-H clubs with adults and youth members comfortable with technology who are now ready to learn more about GIS and GPS technology.

- **Intermediate grant level:** This 2009 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, 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—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 and 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.

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

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

The 2009 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, 2010. (See Use of Software beyond September 2010 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. A 25-seat youth club license of the most current GIS technology, ArcGIS ArcView 9.x (Windows)
2. A 25-seat youth club license of ArcGIS Spatial Analyst (Windows)
3. A 25-seat youth club license of ArcGIS Publisher (Windows)
4. A 25-seat youth club license of Maplex for ArcGIS (Windows)
5. A 25-seat youth club license for ArcPad (mobile GIS for Windows CE devices) and one club license of ArcPad Application Builder
6. ESRI Data & Maps CD series
7. Links to the Geography Network, with special focus on community-level physical and human geographic data
8. Access to local GIS data via various ESRI users and related groups

GIS Books and Training Materials

9. One copy of *Mapping Our World Using GIS* Book 2
10. One copy of the *Getting to Know ArcGIS* self-study book
11. One copy of *Making Community Connections*
12. One copy of *Community Geography: GIS in Action* (workbook and teacher's guide)
13. One copy of *Fun with GPS*
14. One copy of *Designing Better Maps*
15. One copy of *Zeroing In*
16. One copy of *Mapping the Future of America's National Parks*
17. An ESRI Virtual Campus youth club subscription

   ➢ Learning ArcGIS 9
   ➢ Learning ArcGIS Spatial Analyst
   ➢ Working with ArcPad

18. Unlimited access to more than 300 lesson packages at ArcLessons (www.esri.com/arclessons)
19. Links to the Geography Network, with special focus on community-level physical and human geographic data
20. Facilitation with access to local GIS data via various ESRI users and related groups
21. 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) 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, and 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.

Grant Fulfillment Requirements and Use of Software beyond 2010

Within the grant cycle, 2009 grant recipients are required to

- ☐ Participate in a GIS Day event.
- ☐ Submit a project to the ESRI Community Atlas Program (CAP) by May 25, 2010.
- ☐ Complete a Community Service Learning Project by September 30, 2010.

Successful ESRI CAP participants will receive an award of one year of annual maintenance (technical support and upgrades). 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.

Participation in ESRI CAP before or within the school calendar year 2009/2010 is a mandatory provision of the grant. Please read the essential guidelines (note size limitations) for the ESRI CAP prior to beginning your project at www.esri.com/communityatlas.

Clubs not completing the ESRI CAP project or other 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 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).
Grant recipients that have not completed the grant requirements by September 30, 2010, or discontinue their 4-H GIS programming efforts should remove installed software from all extension and club computers. A letter describing this also must be sent to ESRI and the National 4-H GIS/GPS Technology Leadership Team leads at that time (4-HGIS_external@esri.com).

Provisions

To meet the goals of the 2009 ESRI 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 anytime prior to September 30, 2010. For more information about GIS and to register a GIS Day event, visit www.gisday.com.
2. Participate in the ESRI Community Atlas Program, completing and submitting a project by May 25, 2010. 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 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); ESRI Community Atlas Program Web site (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.
5. Make at least one presentation to the community service project organization; community organization; or other 4-H clubs, youth, and/or leaders in their state during the grant period.
6. Submit a midgrant status report due September 30, 2009, and a final report September 30, 2010.*
7. Optional: Contribute to the 4-H Youth Favorite Places project. www.youthfavoriteplaces.org
8. 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.

*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 2009 grant awardees' performance midgrant reports are due September 30, 2009, and the final report is due September 30, 2010. 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 Word document itself. 4-H photo permissions should 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.

Application Due Date:

The National 4-H GIS/GPS Technology Leadership Team must receive grant applications no later than close of business (PST) **December 1, 2008,** for the applications to be considered. The 2009 grant application review and approval process will begin upon receipt of qualified grant applications received between October 1, 2008, and December 1, 2008. Only the club applications successfully meeting all requirements will be approved and awarded grants. Grants will be awarded and software shipped in early 2009.

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, 2009.

Procedure for Application
Please complete the grant application and submit your application by e-mail to 4-HGIS_external@esri.com no later than close of business (COB) December 1, 2008.

Each club application must include a response for each of the following:

A. One-page club profile with the following details

1. Club name
2. Charter Club number
3. Grant level that the application is for (Getting Started, Introductory, or Intermediate)
4. Organizational 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 (This is required for software delivery; no P.O. boxes.)
7. Primary club contact (A primary contact is an approved adult volunteer 4-H leader or 4-H agent. This individual will be the designated 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. Club Web site, if one exists

B. Club members and community information

1. Description of estimated population demographics and geographic area encompassed by club activities/members; county name and the type of community served: rural, small town, urban, inner city, military base, and other
2. Estimated number of adults and number of youth club members who will be involved, including anticipated ages, and total number of youth and adult club members
3. Description of hardware and software to be used
   a. Software extensions needed: Intermediate applications
   b. Information about computer(s) on which the software will be installed
      • Number of computers
      • Basic operating system configurations, RAM, OS, disk space, and so forth
      • Types and locations (e.g., home computers, club laptops)
   c. Information on any computer networks involved
   d. Information on Internet access
   e. Brief description of any club GPS receivers, PDAs, or other field data collection tools

C. General response questions

   • Why is the inclusion of GIS in your youth and club activities important? (25–75 words)
   • 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?

D. Description of geospatial activities, current and past (e.g., specific programs created, presentations made, conferences attended, training events undertaken) (Note: Currently not having completed any GIS or other geospatial activities does not disqualify a club from applying for and potentially receiving a grant.)

E. Description of required grant geospatial activities and plans
   • Describe your planned Community Service Learning Project (CSP) (required for Introductory and Intermediate grant levels only).
   • Describe your ideas for GIS Day 2008 or 2009 (www.gisday.com).

- Describe your planned Community Atlas Program project (Introductory and Intermediate grant levels only).

F. Description of your plans for 2009/2010 and beyond that will build, maintain, and expand GIS and other club geospatial activities

G. A digital letter of support from the state 4-H coordinator (one page maximum)

For questions regarding the application, send an e-mail to 4-HGIS_external@esri.com or explore www.esri.com/4-H.

Submitting the Application

The application period is October 1, 2008, through close of business (COB) PST December 1, 2008. Applications received prior to October 1 will not be considered.

The 2009 4-H grant application may be submitted October 1, 2008, through COB (PST) December 1, 2008, to 4-HGIS_external@esri.com. Please check the ESRI Grant Programs Web page after October 1, 2008, for full grant and submittal information. Visit http://www.esri.com/grants > Education or www.esri.com/4-H.

Each applicant must submit an application, including the submittal of a state 4-H coordinator's letter of support, in accordance with the limitations and specifications noted earlier.

The e-mail subject heading of the application should read County, State: 2009 4-H GIS Introductory Grant Application (for example, Washington, UT: 2009 4-H GIS Introductory Grant Application).

ESRI is hosting the e-mail link for 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 2008 GIS grant review and award recommendations will be the role 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/CSREES-ECS
> Washington, DC 20024
> 202-690-1568
> jkahler@csrees.usda.gov

Learn More About

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-hcurriculum.org

ESRI GIS for 4-H
www.esri.com/4-H

ESRI Community Atlas Program
www.esri.com/communityatlas

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

Community Readiness Network 4-H
www.crn4h.org

CITYgreen Environmental Education Program
www.americanforests.org

ESRI and its K–12 Education Program
http://edcommunity.esri.com
www.esri.com/k-12

GIS and Careers
www.gis.com

GIS Day
www.gisday.com

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

National Geographic's My Wonderful World
www.mywonderfulworld.org

GPS Adventures

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

GPSy: GPS resource library
www.gpsy.com/gpsinfo/

Geospatial Industry Workforce Information System
www.giwis.org

Youth Favorite Places
www.youthfavoriteplaces.org

2009 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
  - ☐ Club Charter number
  - ☐ ESRI customer number (for existing grants)
  - ☐ Grant level that application is for (Getting Started, 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 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 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, current and past.
- ☐ Describe your required grant geospatial activities and plans.
- ☐ Describe your planned Community Service Learning Project (required for Introductory and Intermediate grant levels only).
- ☐ Describe your ideas for GIS Day 2008 or 2009 (www.gisday.com).
- ☐ Describe your planned Community Map (for Getting Started grant) or Community Atlas Program project (for Introductory and Intermediate grants).
- ☐ Describe your plans for 2009/2010 and beyond that will build, maintain, and expand GIS and other club geospatial activities.
- ☐ Provide a letter of support from a state 4-H technology director or coordinator.

2009 4-H Introduction to GIS Grant Requirement Checklist

- ☐ Participate in or host a GIS Day event. www.gisday.com
- ☐ Submit short midgrant performance report by September 30, 2009.
- ☐ 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.
- ☐ Complete and submit a Community Atlas project by May 25, 2010.
- ☐ Submit a final performance report by September 30, 2010.
- ☐ Optional: Contribute to 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.

Submit completed grant applications between October 1,
2008, and COB (PST) December 1, 2008, by e-mailing
your application to 4-HGIS_external@esri.com (note:
there is an underscore after GIS). Please cc yourself in the
e-mail. Submit subsequent reports to
4-HGIS_external@esri.com. Microsoft Word format is
preferred. The e-mail subject heading of the application
should read County, State: 2009 4-H GIS Introductory
Grant Application (for example, Washington, UT: 2009
4-H GIS Introductory Grant Application).