



## Grant Application Instructions

### Grant Criteria

The Selection Committee will evaluate completed applications using the following criteria:

- ❖ The project/activity is directed toward one of the following target areas: water resource management, water-reuse, or ocean water pollution prevention.
- ❖ Virtual curriculum ideas are acceptable due to COVID-19 restrictions.
- ❖ The project is for elementary, middle, and high schools located within LWD's boundary.
- ❖ The project description and objective are clearly stated.
- ❖ The budget is specific and includes all costs and other funding sources, if appropriate.
- ❖ The District anticipates awarding up to three grants up to \$2,000 each.

### Narrative Instructions

- A. **Description of Project:** Please describe your project in one page or less. Including the following:
  1. One paragraph summary of project, including the subject area or need being addressed
  2. The number of students, staff members, community members involved
  3. Describe the curriculum, activity, or project
  4. One sentence listing any in-kind resources or matching funds being used
  5. Provide the location, timeline or schedule for your project
- B. **Objectives:** Describe your goals for students for this project.
- C. **Budget:** Please include a brief itemized budget for your project. Please indicate any items which may be non-consumables and available for future use.

Applications can be submitted in either of two ways:

1. Email your application to Nitze Torres Garcia:  
[ntorresgarcia@lwwd.org](mailto:ntorresgarcia@lwwd.org) OR
2. Mail your application to:

Leucadia Wastewater District  
1960 La Costa Avenue  
Carlsbad, CA 92009  
Attention: Nitze Torres Garcia

Completed applications MUST BE emailed or received by Friday, November 18, 2022. If you are awarded a grant, the check will be made payable to your school's parent organization or foundation and designated for the specified project. If you have any questions, please contact Leucadia Wastewater District at (760) 753-0155.



## Grant Application Form

During the 2022-2023 school year Leucadia Wastewater District will award grants to teachers in local elementary, middle, and/or high schools in LWD's service area. The District anticipates awarding up to three grants up to \$2,000 each.

Use this cover sheet as page one of your application. Identifying information is to be included on the cover sheet only. **IN YOUR PROJECT NARRATIVE DO NOT INCLUDE YOUR NAME, THE NAME OF YOUR SCHOOL, OR THE NAME OF YOUR DISTRICT.**

Completed applications **MUST BE** emailed to [ntorresgarcia@lwwd.org](mailto:ntorresgarcia@lwwd.org) or received by Friday, November 18, 2022.

### IDENTIFYING INFORMATION

Teacher's name

Grade Subject

School name District

School address, including street, city and zip

Principal's name School phone number

Name of parent organization (i.e. PTA or school foundation)

Project title Grant amount requested

Teacher's signature

Please tell us how you heard about this program

☐ Poster/Flyer ☐ Web site ☐ Another Educator ☐ Newsletter ☐ Other