



Arkansas Scholastic Archery Program Grant Application

Arkansas Game and Fish Commission Education & Outreach Division

Please read these instructions before completing the application.

Eligible Applicants

Public and private schools in Arkansas may apply through school personnel.

Eligible Projects

Applicants must apply for funds for the purposes of acquiring archery equipment approved for use in the Arkansas Scholastic Archery Program (ASAP). This equipment must be used to teach archery as a component of physical education during the school day for a minimum of ten (10) days per school year.

Applications

Incomplete applications will not be considered. Grant funds will generally be provided on a first-come, first-served basis; however, if insufficient funds exist to fund all applications, AGFC reserves the right to rank applicants according to need, past participation in AGFC activities, or other criteria solely in the discretion of AGFC. If such rankings are required, applications will be evaluated by a committee, and the committee will make all decisions regarding funding. Applications must be postmarked on or before January 1 of the current school year; AGFC may, in its sole discretion, consider applications postmarked after January 1 during the following school year. ***Submission of this Application constitutes acceptance of all the terms contained herein.***

Eligible Costs

Funding requests must be exclusively for archery equipment approved by the ASAP. Applicants must agree to purchase the following equipment in these minimum quantities:

- 11 Genesis bows manufactured by Matthews; at least one bow must be for left-handed persons
- 5 targets with an 80cm FITA face
- 1 kevlar backstop
- 60 thirty inch, 1820 aluminum arrows
- 1 repair kit

The cost of this set of equipment is approximately \$2,500. AGFC's ASAP Coordinator can be reached for any questions regarding eligible equipment. Please feel free to contact Curtis Gray at (870) 319-5136.

Ineligible Costs

Costs relating to any items not listed above or approved by the ASAP Coordinator are ineligible. These exclusions include, but are not limited to, the following items: registration fees, teaching materials, books, consultant fees, fuel, rental of facilities, books, web site development, land acquisition, capital projects, substitute teachers, and salaries or other payroll-related expenses.

Project Time Line

Application packet:	Postmarked by January 1
Notification to all applicants:	Within 30 days of receipt by AGFC
Submission of final report:	July 1 for five years

Funding and Payment

This grant is a 75/25 matching grant; for every three dollars AGFC grants, applicants must match it with one dollar. The maximum annual award is \$1,875 per school, or 75% of \$2,500. Schools which have received grants through the Arkansas Scholastic Archery Program's grant program after September 1, 2008, are ineligible to reapply. The Arkansas Game and Fish Commission administers funding. The Conservation Sales Tax and funds from wildlife license plate sales provide the funding for this program.

Reporting Requirements

Final reports may be submitted electronically on a CD-ROM, via email, or as a hard copy. Photos of students using grant-funded archery equipment should be included in these reports. Reports must be submitted every July 1 and explain the progress of the school's archery program from the grant award until the report date. Final reports must contain information regarding the following:

- Student involvement: when and how many students were involved in archery during physical education, and when and how many students used or are expected to use the grant-funded equipment in the future.
- Education programming: how grant-funded equipment was used to enhance the educational experiences of students; integration of other subjects or education programs with activities which used grant-funded equipment; curriculum developed to use grant-funded equipment for educational purposes; the number of teachers that used grant-funded equipment, including their areas of instruction (physical education, math, English, science, social studies, etc.)
- Community involvement: how members of the local community or other governmental organizations contributed to matching funds and the amount of matching funds.
- Expansion: whether or not expansion of archery-related activities is expected.

Publicity

Grantees will be required to acknowledge AGFC in any project publicity or printed materials produced. Grantees agree to forward to AGFC any media coverage, including copies of newspaper clippings, regarding awarded projects.

Workshop Attendance

Grantees agree that the project coordinator will attend an ASAP workshop organized or approved by AGFC before using grant-funded equipment, but in any event before the expiration of the school year in which grant funds were received. This requirement may be waived by AGFC if the project coordinator on the grant application is already a certified ASAP or NASP archery instructor.

Maintenance of Equipment and Activities

Grantees agree to maintain grant-funded equipment and teach archery as a component of physical education during the school day for a minimum of ten (10) days per school year for at least five (5) years after the execution of this grant agreement. Grantees agree to reimburse grant funds to AGFC if they sell or dispose of grant-funded equipment or fail to teach archery as a component of physical education during the school day for a minimum of ten (10) days per school year without the written permission of AGFC before the expiration of the five-year period.

If Grantees fail to meet grant requirements, AGFC may either recover all grant funds from the Grantee or remove all equipment purchased with grant funds. Grantee agrees that any such equipment shall become the property of AGFC.

Grantees agree that AGFC shall have the power to determine, in its sole discretion, whether grant requirements have been met. If AGFC determines that, in its opinion, the grant requirements have not been met, it shall notify the Grantee of its opinion in writing, list the reasons for its opinion, and give the Grantee thirty days in which to cure the deficiencies noted. If the noted deficiencies are not cured within the thirty day period, the Grantee is subject to AGFC action as noted above.

Segregation of Funding

Grantees agree to segregate funds received through this grant agreement from other funds. Comingling of grant funds with other revenues or disbursing grant funds for non-grant related projects or purposes is strictly prohibited. Grant funds shall not be used to pay salaries, fringe benefits, or any other similar expenses relating to the grantee's employees. Accounting for grant funds shall be in a method which conforms to generally accepted accounting principles.

Submit application packet to the following address:

Arkansas Game and Fish Commission

Attn: Curtis Gray

#2 Natural Resources Drive

Little Rock, Arkansas 72205

ARKANSAS SCHOLASTIC ARCHERY PROGRAM GRANT APPLICATION FORM
Arkansas Game and Fish Commission Education & Outreach Division

Submit the original application and all attachments. Application package must be postmarked by January 1 of the current school year.

PLEASE READ THE INSTRUCTIONS BEFORE COMPLETING THE APPLICATION.

Grantee School: _____

Project Coordinator: _____

Project Coordinator's Title: _____

Address: _____ City: _____ ZIP: _____

Phone: _____ FAX: _____

Best Time to Call: _____ County: _____

Email Address: _____

Principal's Name: _____

Superintendent's Name: _____

Grade Level(s) of Participating Students: _____

Amount of Request \$ _____ (maximum \$1,875.00)

Execution of this application by AGFC constitutes a grant agreement and creates specific obligations on the part of the grantee, including but not limited to an understanding that: the awarding of all grants and the amount of any grant shall be subject to the sole discretion of AGFC; that applications and reports become the property of AGFC and if I am awarded a grant AGFC shall have the right to supply others with a description of any projects and to disseminate its underlying concepts and/or ideas. If awarded a grant, Grantee agrees to maintain proper accounting, including retaining copies of receipts for expenses, when the project is completed. Any funds not expended for this project will be returned to AGFC in the form of a check made payable to the Arkansas Game and Fish Commission. AGFC and/or any of its agents, officials and employees shall assume no responsibility or liability for claims of damage of any kind to property or for claims of injury to any person in connection with such a grant, and grantee agrees to hold AGFC and its employees harmless. This agreement shall be governed by the laws of the State of Arkansas and venue shall be in the Arkansas Claims Commission in Pulaski County, Arkansas. Grantee agrees to comply with all requirements of this grant application and any instruction forms provided by AGFC which are incorporated as part of this agreement.

Printed Name of Applicant: _____

Applicant Signature: _____ Date: _____

I have reviewed the completed application and support this project to develop/enhance a schoolyard habitat area for learning.

Official Applicant Approval: _____
(Signature of Superintendent or Principal)

_____ Title

_____ Date

FOR AGFC USE ONLY—TO BE COMPLETED AFTER APPROVAL BY COMMITTEE:

For AGFC

Date

Grant funded by the Amendment 75 Conservation Sales Tax.



ARKANSAS SCHOLASTIC ARCHERY PROGRAM GRANT APPLICATION ATTACHMENTS

PLEASE NOTE: The following questions are criteria which may be used to judge applications. Type responses and attach pages to this form. The original application must be submitted and postmarked by **JANUARY 1 OF THE CURRENT SCHOOL YEAR**. The application should be no more than two pages in length, single spaced. Use standard layout (12 point font and 1" margins). **PLEASE NOTE:** You must include the question and its associated number from the application form with your answers.

Describe the proposed project by addressing each point.

1. Describe how you will use grant-funded equipment (who, what, where, when, how).
2. How many students will be involved and at what age or grade levels?
3. Do you use other AGFC education programs in your school?
4. Describe how the proposed project will affect students and tell how you will educate the community about the Arkansas Scholastic Archery Program and its goals/objectives.
5. What are the sources or anticipated sources of matching funds?
6. Who will manage or maintain equipment during the school year and in subsequent years?

SUBMIT APPLICATION TO:

Arkansas Game and Fish Commission
Attn: Curtis Gray
#2 Natural Resources Drive
Little Rock, Arkansas 72205