

2015 Esri GIS Grant Program for US 4-H

Description and Application Procedure

ArcGIS Youth Club Grant

Application period: October 1, 2014–December 1, 2014
Awards and delivery will be made in January and February 2015.

The goal of this program is to foster and support the integration of geographic information system (GIS) applications in US 4-H clubs. Esri has created the 2015 Esri GIS Grant Program for US 4-H, in cooperation with 4-H National Headquarters within the National Institute of Food and Agriculture (NIFA)/US Department of Agriculture (USDA), to support its geospatial outreach, education, and community involvement efforts.

The 2015 Esri GIS Grant Program for US 4-H is one aspect of a multifaceted 4-H initiative—developed by Esri in cooperation with 4-H National Headquarters and NIFA/USDA—that will help club members expand their current programs including National 4-H GIS/GPS Technology Leadership team activities and the National 4-H Science mission mandate. See <http://4-H.org>.

The submission deadline for the 2015 ArcGIS Youth Club Grant is December 1, 2014, at 5:00 p.m. Pacific time. Late or incomplete grant applications will not be reviewed.

Esri statewide K–12 site License options: 4-H and other youth service organizations may be eligible for an Esri K–12 statewide site license. Prior to submitting an Esri ArcGIS Youth Club Grant application, please visit esriurl.com/k12schoollicenses to check your organization's eligibility for a statewide site license.

Esri educator training options: 4-H educators seeking training grants are encouraged to apply separately for the Esri Teachers Teaching Teachers GIS (T3G) Institute, to be held in June 2015 in Redlands, California. Applications for T3G 2015 are due November 25, 2014. Please visit edcommunity.esri.com/T3G for more information.

The **2015 Esri GIS Grant Program for US 4-H** consists of grant options for 4-H clubs and extension educators. Clubs and educators should apply for the software or subscription option most appropriate for their individual club situations.

- **ArcGIS Youth Club Grant:** This grant is for 4-H clubs with adults and youth members who are comfortable with technology and ready to learn and work with ArcGIS for Desktop software and GPS technology or ArcGIS Online. Applications must support the choice of receiving ArcGIS for Desktop software, a one-year ArcGIS Online for organizations subscription, or both. ArcGIS Online for organizations subscriptions are best-suited for those new to GIS and geospatial technologies.

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, after-school program, special interest group, school enrichment group, camp, or similar 4-H unit that meets regularly for 4-H youth development programs; has been recognized as an authorized 4-H group within a state's 4-H program; and has a list of enrolled youth members and approved adult volunteer 4-H leaders or agents on file. This includes 4-H programs in the 50 US 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 US military installations. This definition opens the grant program to more than 400,000 4-H clubs and their members.

Permitted software uses—Software and subscriptions provided to 4-H clubs under this program will be licensed to a single club and can be used for noncommercial and nongovernmental 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 the software cannot be used by clubs,

members, or volunteers to provide paid services to commercial or noncommercial entities. The ArcGIS for Desktop software can be installed in educational use labs and on club and club member (youth and adult) personal computers commensurate with club needs up to a total of 30 individual computers and 1 instructor computer and in keeping with the above-prescribed uses. The one-year ArcGIS Online subscription provided with the 2015 grant includes up to 50 users and 2,500 service credits.

The club desktop software or one-year online organizational subscription will be licensed by Esri to the club's approved adult volunteer 4-H leader or agent as the license administrator and primary end user. Questions regarding appropriate use or additional club license needs should be sent to Esri staff at 4-HGIS_external@esri.com.

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

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Grant Program Description

ArcGIS Youth Club Grant for 4-H Clubs GIS and GPS Technology Teams

The 2015 Esri GIS Grant Program for US 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 US 4-H clubs.

The grant covers a period of a full 4-H project year, from the date of grant approval and software receipt to September 30, 2016. (See [Use of Software beyond September 30, 2016](#), for license use beyond the grant period.) The grant options include a youth club license of selected ArcGIS for Desktop software for computers and devices using Windows, or a one-year ArcGIS Online 50-user subscription with books and web-based resources.

The grant application requires that a signed digital letter of recommendation from your state 4-H Science, Engineering, and Technology (SET) liaison or state 4-H director and the completed online application form be submitted between October 1, 2014, and December 1, 2014, at 5:00 p.m. Pacific time. Early, late, or incomplete grant applications will not be reviewed. You should receive electronic notice of receipt of your grant application within three business days. If you are inexperienced in completing fillable forms or concerned about your Internet connection, it is recommended that you make every effort to submit your application early so you will receive confirmation of receipt prior to the deadline for submission.

Materials Included in Grant

GIS Software and Data

Choice of #1 or #2

1. ArcGIS Online 50-named-user subscription for organizations—This is a one-year subscription. Your application must specifically address how this subscription will be used by your club members. Visit ArcGIS.com/home for information about ArcGIS online.
2. A 30+1-seat youth club license of the most current GIS technology, ArcGIS 10.x for Desktop Advanced (Windows)—A 30+1-seat youth club license includes each of the following ArcGIS extensions: ArcGIS Spatial Analyst, ArcGIS 3D Analyst, ArcGIS Network Analyst, and ArcGIS Publisher. It also includes Data and Maps for ArcGIS and links to ArcGIS Online

through arcgis.com, with special focus on community-level physical and human geographic data.

3. Access to local GIS data via various Esri user and related groups

GIS Books and Reference Materials

1. One copy of *Designing Better Maps*
2. One copy of *Designing Geodatabases*
3. One copy of *GIS Tutorial 1: Basic Workbook* with teacher resource CD
4. One copy of *The GIS 20: Essential Skills*
5. One copy of *Mapping Census 2010*
6. One copy of *Esri Map Book*, Volume 27
7. An Esri Virtual Campus youth club subscription
 - Learning ArcGIS
 - Learning ArcGIS Spatial Analyst
 - Learning ArcGIS 3D Analyst
8. Unlimited access to more than 500 lesson packages and Mapping Our World lessons at ArcLessons (edcommunity.esri.com/lessons)
9. Ongoing 24/7 technical assistance via the Esri web support area

Note: Grant applicants should understand software system requirements and product descriptions (found at esri.com/products.html) to determine whether club computers will support ArcGIS for Desktop Advanced software requirements and ArcGIS Online Internet access. Any software exchanges must be conducted within 30 days of delivery.

The Esri GIS grant does not include monetary funding or GPS units or provide on-site software installation, training, or implementation/support services beyond those noted above. The grant also does not permit nonclub use of the granted software applications as discussed above in the Permitted software uses section.

Esri recommends that each club seek added or ongoing mentoring assistance from GIS users in its area. Visit www.geomenter.org or www.giscorps.org to find a mentor in your area.

Required Grant Activities

To meet the goals of the 2015 Esri GIS Grant Program for US 4-H, clubs must agree to complete the following:

1. **GIS Day:** Take part in GIS Day by participating in or hosting an informational event for local youth, community leaders,

and the public. Your GIS Day event could include GIS or mapping activities at your county or state fair. The GIS Day event may be conducted anytime prior to September 30, 2016. For more information about GIS and to register a GIS Day event, visit gisday.com.

- 2. Share a Map:** Develop and post a Story Map app of your club's GIS work by September 30, 2016. Find examples and Esri Story Map templates at storymaps.esri.com. Alternatively, you may create an ArcGIS Explorer presentation or 6–10 slides to share.
- 3. GIS Service Learning Project:** Undertake at least one club community service learning project of your own or any of the following: evacuation and shelter mapping, a local social or environmental issue, historic change, general community research, community sustainability, or other projects of local importance. The service project can be an expansion of or in addition to the story map project. For more ideas on what this research might include, explore the Esri 4-H project website (esri.com/4-H); the My Community, Our Earth Program website (<http://www.aag.org/cs/mycoe>); or www.youthcommunitymapping.org.
- 4. Grow GIS:** Institute, sustain, or expand the use of GIS in your 4-H club activities.
- 5. Community Presentation:** Make at least one presentation to the community service project organization; another community organization; or other 4-H clubs, youth, and/or leaders in your state during the grant period.
- 6. Reports:** Submit a midcycle performance report, due September 30, 2015, and a final performance report, due September 30, 2016. Reports are to be submitted to 4-HGIS_external@esri.com.

Optional and Recommended Grant Activities

- 1. Optional:** Submit your Community Mapping Program or Community Service Learning project to the 4-H Map Gallery or www.YouthCommunityMapping.org. This entry should include 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.

- 2. Optional:** Display your club maps at the annual NAE4HA Map Poster display.
- 3. Recommended:** Participate in monthly 4-H GIS/GPS conference calls hosted by USDA. Two nationwide conference calls are usually offered each month (day and time will vary). Notification of conference calls and 4-H GIS webinars, application notification to join the National 4-H GIS GPS Leadership team, and other pertinent communication will be distributed via the 4HGISGPS LISTSERV. To be added to this LISTSERV, e-mail 4-HGIS_external@esri.com with "subscribe" in the subject line.

Use of Software beyond September 30, 2016

Grantees successfully completing all required activities (see Required Grant Activities 1–6) by the dates specified will receive an award of one year of annual maintenance (technical support and upgrades) and a permanent license for the ArcGIS for Desktop software products in their possession, in keeping with the license guidelines set forth in the Esri Community Mapping Project.

The ArcGIS Online subscription is for one year and will be available for purchase at the conclusion of the year, or you may submit another grant request. Requests to extend the subscription may be granted with proof of project completion.

Grantees that do not complete the grant requirements can continue to use the ArcGIS for Desktop software in their possession by paying for annual maintenance.

Clubs wanting to earn ongoing annual maintenance for ArcGIS for Desktop in lieu of making a maintenance payment may submit additional community mapping projects on an ongoing, annual basis. Information about the licensing and annual maintenance fees is available by contacting Esri at 4-HGIS_external@esri.com.

Grant recipients that have not completed the grant requirements by September 30, 2016, or discontinued their 4-H GIS programming efforts should remove installed software from all extension office and club computers. A letter describing the software removal must be sent to Esri and the National 4-H GIS/GPS Technology Leadership team leads at that time (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 regarding club progress during the grant year. The 2015 grant awardees' midcycle performance status reports will be due September 30, 2015, and the final reports are due September 30, 2016. The reports should address and provide the 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 images) and maps may be sent as separate reference documents along with the report but not enclosed in the document itself. Reprint permission from 4-H must be included 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

Esri 4-H ArcGIS Grant applications are due no later than close of business (COB) at 5:00 p.m. (PST) on December 1, 2014, for them to be considered.

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. The 4-H review team may contact applicants for clarification on any application questions. Please make responding to these requests a priority.

The 2015 grant application review and approval process will begin upon receipt of qualified grant applications received by December 1, 2014. Only club applications meeting all requirements will be approved and awarded grants. Grants will be awarded and software will be shipped in early 2015. Esri will provide the National 4-H GIS/GPS Technology Leadership team with the final list of clubs receiving awards.

Award Notification

All grants will be awarded by February 1, 2015.

Procedure for Application

Please access the grant application online and follow its instructions to complete and submit your application and state letter of support no later than 5:00 p.m. (PST) on December 1, 2014. See esri.com/industries/k-12/4-h/grants.html.

Each item on the application must be completed. See the checklist at the end of these instructions to review your application for completeness before submitting.

The application must be submitted by e-mail along with your state letter of recommendation. If you are inexperienced in completing electronic fillable forms, have difficulty maintaining Internet access, or expect to have difficulty obtaining the letter of recommendation from your state 4-H SET liaison before December 1, 2014, it is recommended that you begin your application process early so problems can be resolved before the deadline. Late submissions will not be considered.

For questions regarding the application, e-mail 4-HGIS_external@esri.com.

Submitting the Application

The application period is October 1, 2014, through December 1, 2014, at 5:00 p.m. (PST). Applications received after the deadline will not be considered. Incomplete applications (e.g., missing letter of recommendation, missing response to application question) will not be reviewed.

Please access the grant application online at esri.com/4-H and www.youthcommunitymapping.com and follow the instructions to e-mail your application and state letter of support.

Each applicant must submit a complete application, including the state SET liaison or the state 4-H program leader's letter of support, in accordance with the limitations and specifications noted earlier.

The e-mail subject heading of the application should include your county and state, followed by "2015 ArcGIS Grant Application" (for example, "Washington, UT: 2015 ArcGIS Grant Application").

Please print your application prior to sending it, and send a copy to your own e-mail address.

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

Esri is hosting the e-mail alias for 4-HGIS_external@esri.com, which will deliver 4-H inquiries to the National 4-H GIS/GPS Technology Leadership team leads as well as key Esri education staff. The 2015 GIS grant review and award recommendations will be the domain of the National 4-H GIS/GPS Technology Leadership team.

Clubs that want to discuss the activities of the National 4-H GIS/GPS Technology Leadership team should contact the following:

Mr. Jim Kahler, 4-H Program Specialist
USDA/NIFA-ECS
Washington, DC 20024
202-690-1568
jkahler@nifa.usda.gov

Questions regarding the Esri GIS grant should be directed to 4-HGIS_external@esri.com.

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4-H ArcGIS Grant Application Checklist

Use this checklist to ensure that you've included all the information required for your application.

It is highly recommend that you review the complete grant application before starting and draft your responses to the items in a separate word processing or text document (not the application PDF form). When you are satisfied with your responses, copy and paste your responses into the appropriate areas of the application PDF form.

- The application document must include the following:
 - Club name
 - Esri customer number (for previous grants)
 - Confirmation of Esri statewide license check
 - Grant level that application is for
 - ArcGIS for Desktop Advanced
 - ArcGIS Online subscription (one-year subscription term)

Club Adult Contact Information

- Primary club contact
 - Name
 - Organization
 - Title
 - Street address
 - Postal address (if different)
 - City, state, ZIP
 - Telephone and fax
 - E-mail
 - Best time to contact
- Secondary club contact
 - Name
 - Organization
 - Title
 - Street address
 - Postal address (if different)
 - City, state, ZIP
 - Telephone and fax
 - E-mail
- GIS mentor contact
 - 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 website (if available)
- Club membership description, including number of youths and adults

Hardware and 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 devices, 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.
- Describe your ideas for GIS Day 2015 or 2016 (gisday.com).
- Describe your planned Community Mapping Program project.
- Describe how you will build and support a youth leadership role in continuing the geospatial skill building and application activities within the club.
- Describe your plans for 2015–2016 and beyond that will build, maintain, and expand GIS and other club geospatial activities.
- List other 4-H programs in your state that have received Esri software grants. Describe how the geospatial activities of your program would connect with and build on the efforts of the previous grants to enhance the presence and effectiveness of geospatial programs in your state.
- Provide a signed digital letter of support from your state 4-H SET liaison or state 4-H director.

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Requirement Fulfillment and Performance Report Checklist

Note: No administrative use is permitted when using youth club license software; please contact Esri for administrative pricing of software for use by extension staff.

- Participate in or host a GIS Day event (gisday.com).
- Submit a short midcycle performance report by September 30, 2015, to 4-HGIS_external@esri.com.
- 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, 2016.
- Complete and submit a Community Mapping project by September 30, 2016.
- Submit a final performance report by September 30, 2016, to 4-HGIS_external@esri.com.

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Optional and Recommended Items Checklist

- Optional:** Submit your community mapping or community service learning project to the 4-H Map Gallery or www.YouthCommunityMapping.org. This entry should include 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.
- Optional:** Display your club maps at the annual NAE4HA Galaxy Conference Map Poster display.
- Recommended:** Participate in monthly 4-H GIS/GPS conference calls hosted by USDA. Usually, two nationwide conference calls are offered each month. Notification of conference calls and 4-H GIS webinars, application notification to join the National 4-H GIS/GPS Leadership team, and other pertinent communication will be distributed via the 4HGISGPS LISTSERV. To be added to this LISTSERV, e-mail 4-HGIS_external@esri.com. Include the word "subscribe" in the subject field.

Submit subsequent status performance reports to 4-HGIS_external@esri.com. Microsoft Word format is preferred.

Resources to Learn More about GIS Technology

ArcGIS Online
arcgis.com/home

4-H 2014 National Youth Science Day Maps & Apps
www.4-h.org/NYSD > [Archives](#)

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

eXtension: Online resources for multiple communities of practice, including Youth Geospatial Technology and Map@Syst.
www.extension.org

Esri GIS for 4-H
esri.com/4-H
esri.com/industries/k-12/education/youth.html

Esri and Its K–12 Education Program
edcommunity.esri.com
esri.com/k-12

Esri Press Books: Tutorials and industry case studies
Extension educators with a .edu e-mail address may request complimentary desk copies.
esri.com/books

GIS and Careers
gis.com
edcommunity.esri.com

Career Development
esri.com/industries

GIS Day
gisday.com

National Geographic and Esri GeoMentor Program
www.geomentor.org

GIS Corps Mentor program
www.giscorps.org

My Community, Our Earth
http://www.aag.org/cs/my_community_our_earth

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

USGS National Map Corps
<https://my.usgs.gov/confluence/display/nationalmapcorps>

National Geographic Education
<http://education.nationalgeographic.com>

GPS Adventures

Going Places with GPS book and loaner GPS units as well as other GIS curricula and training for educators
www.gisetc.com

GSA EarthCaching: 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>

Minnesota Department of Natural Resources: Free Garmin ArcGIS extension to transfer Garmin GPS points to an Esri shapefile (no longer needed at ArcGIS version 10.1)
<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/

Additional Training Resources

Esri Teachers Teaching Teachers GIS (T3G) Institute
Applications due November 20, 2014, for June 2015 training
edcommunity.esri.com/T3G

GIS Educational Training Consultants:
GIS and GPS curriculum books, buttons, and GIS
training for educators

www.gisetc.com

Geospatial Industry Workforce Information System

www.giwis.org

GeoTech Center

Educator resources, networking, and training
opportunities

www.geotechcenter.org

Esri Virtual Campus and Podcasts

training.esri.com

Free—*Teaching with GIS: Introduction to Using GIS
in the Classroom* (Search using the keyword *free* or
teaching.)

training.esri.com

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