



March 14, 2013

Patti Child  
Outdoor Education Coordinator  
Baltimore Lab School  
2220 St. Paul St.  
Baltimore, MD 21218

Dear Ms. Child:

The Chesapeake Bay Trust would like to thank the Baltimore Lab School for your proposal. I am pleased to report approval of a grant in the amount of \$2,500 for half of program and transportation costs for 106 students to participate in a series of Chesapeake Bay Foundation field experiences designed to motivate students to become stewards of the bay. The Trust can only fund up to half of field trip costs for non-Title 1 schools.

**The grant award is contingent upon submission of a statement to the Trust by 3/22/2013 that describes a student-led action project that is related to the field experiences and outdoors.**

Please sign and return the enclosed grant agreement within sixty days of the date of this letter or the Trust reserves the right to cancel the grant award and apply funds to other projects.

If you should have any questions regarding our decision, please feel free to contact Program Officer, Kacey Wetzal at 410-974-2941 ext. 104. The Chesapeake Bay Trust greatly appreciates the time you invested in proposal development, and we look forward to working with you in the future.

Sincerely,

Jana Davis, Ph.D.  
Executive Director

Grant #: 11853  
Project Leader: Linda Dennison



Grant Agreement between the Chesapeake Bay Trust  
and the Baltimore Lab School

March 14, 2013

The total amount of the grant award for grant number 11853 is \$2,500. Delivery of this grant is made subject to receipt by the Chesapeake Bay Trust (Trust) of a signed copy of this agreement, which confirms that:

- 1) The grant award is in the amount of \$2,500 for full program and transportation costs for 106 students to participate in a series of Chesapeake Bay Foundation field experiences designed to motivate students to become stewards of the bay. By accepting this award, grantee agrees that said monies will be used to accomplish deliverables and budgeted items in your grant application received on November 30, 2012 and approved in this grant agreement.
- 2) Significant changes to project scope must be approved by the Trust in advance of the change. Please visit [www.cbtrust.org/forms](http://www.cbtrust.org/forms) to download the Grant Revision Request Form. Significant changes include, but are not limited to:
  - a. Changes in key personnel or key project partners
  - b. Changes in budget that result in a greater than 10% shift in funds across budget categories (e.g., supplies, personnel, contractual)
  - c. Changes in budget that result in addition of a new line item
  - d. Changes in project deliverables as proposed in your original application

Your final report will include a budget section and a deliverables section that should match your proposed budget and deliverables.

- 3) **The grant award is contingent upon submission of a statement to the Trust by 3/22/2013 that describes a student-led action project that is related to the field experiences and outdoors.**
- 4) The grantee agrees to distribute the parent notification form to all parents of students engaged in the activities related to this grant award; the notification informs parents that Bay plates supported this project.
- 5) A **final report** on this project, including a complete accounting of expenditures and complete programmatic documentation as specified in report form instructions, must be furnished to the Chesapeake Bay Trust by **12/1/2013**.
- 6) Final and Status reports can be submitted by logging into the Chesapeake Bay Trust Online Grant System account accessed through the link [https://www.GrantRequest.com/SID\\_1520](https://www.GrantRequest.com/SID_1520) with the same username and password used when you applied. Final and status report extension requests must be made via email to the appropriate program staff at the Trust prior to the report due date and, depending on circumstances, may or may not be granted. In cases where the grantee fails to submit a status report or final report by the due date, the Trust reserves the right

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Executive Officer Initials

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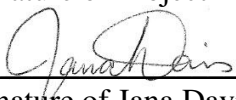
Project Leader Initials

to terminate the grant agreement and require a refund of funds already transferred to the grantee. By signing this grant agreement, the grantee agrees to comply with the status report date, if applicable, and the final report date listed above and agrees to return funds if a complete report is not submitted by the deadline. Failure to submit report(s) by the deadline will affect eligibility for future awards.

- 7) All materials purchased with this grant will be the property of Baltimore Lab School.
- 8) All public communications and promotion including press releases, print publications, signage, online messaging, etc. must acknowledge the Chesapeake Bay Trust and include an approved Trust logo. Logo files are available online at [www.cbtrust.org/logos](http://www.cbtrust.org/logos).
- 9) The grantee will hold the Chesapeake Bay Trust harmless and indemnify from any claims or litigation arising out of the grantee's performance of the project and from and against such portion of any liability for injury or damage to person or property caused by the grantee's performance of the project.

The undersigned who is (are) fully authorized in the premises of the Baltimore Lab School accepts, subject to the terms and conditions in the above grant agreement, the proposed grant of \$2,500.

***Please return signed copies of the full award letter, with each page initialed and full signatures on the last page, by either (a) uploading a scanned copy to your Chesapeake Bay Trust Online Grant System account accessed through the link [https://www.GrantRequest.com/SID\\_1520](https://www.GrantRequest.com/SID_1520) with the same username and password used when you applied or (b) sending via U.S. mail. If you return by mail, please keep a copy for your records.***

Signature of Executive Officer*	Title	Date
Signature of Project Leader*	Title	Date
	Executive Director	3/11/2013
Signature of Jana Davis, Ph.D.	Chesapeake Bay Trust	Date

Grant #: 11853 Grant Program: Mini Grant EE

From the classroom of: \_\_\_\_\_



Did you know...

## Bay Plates helped pay for this field trip?

This outdoor learning experience was funded in part by the Chesapeake Bay Trust, a nonprofit organization that provides grants to schools so that children like yours can learn in their natural world. The Trust is funded by sales of *Maryland's Treasure the Chesapeake license plate* which each year allows more than **80,000 Maryland students** to get outside and learn through hands-on experiences. Bay plates **only cost \$20** and if you'd like to support more learning experiences like this one, you can purchase one online anytime at [www.bayplate.org](http://www.bayplate.org).

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



410-974-2941