



Maximizing Gardening Experience in Schools with High Tunnels: School Application

Overview

Project Objectives:

The High Tunnel Project will evaluate the potential for high tunnel use in schools by:

- Using the extended growing season afforded by the high tunnel to increase teaching and learning opportunities/curriculum integration for teachers and increase agricultural literacy among students.
- Incorporating guidelines and modified lesson plans into the school gardening curricula for schools that adopt high tunnels.

Eligibility:

Elementary or secondary schools with an elementary partner in New York that have an existing school garden program. (Applications with a strong elementary partnership will be preferred). A teacher, food service director, school administrator, or garden program coordinator acts as Project Director. All Project Directors *must* have e-mail and access to the internet, and all signatures for the high tunnel agreements must be submitted with the application.

Grant Recipients Receive:

- High Tunnel
 - Including site consultation and delivery
- \$1,500 to purchase garden materials and equipment
- Program Support from Cornell University
 - The Horticulture Department will provide guidance in setting up the high tunnel, choosing appropriate sites, crops, etc.
 - New York Agriculture in the Classroom will provide support and guidance in locating and developing appropriate educational materials.

High Tunnel Grant participants agree to:

- Learn and comply with school safety regulations regarding chemicals and pesticides
- Prominently display the *Cornell High Tunnel Project* signs provided to all Project Directors
- Participate in interviews, focus groups and surveys during each grant year (up to 3 years).
- Submit teacher developed educational materials that incorporate the high tunnel when requested.
- Maintain and use the high tunnel garden for the duration of the grant (up to 3 years)
- Provide Cornell with quarterly email updates, and additional updates, reports and pictures as requested.
- Serve as a reviewer for lesson plans and teacher guides developed through the grant
- Upon completion of the grant the project director will notify Cornell if they no longer want the High Tunnel. Cornell will work to find a new location for the structure.



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Timetable:

Spring/Summer 2014	<ul style="list-style-type: none">• Site visits, entrance interviews, select dates for delivery of high tunnel
Fall 2014	<ul style="list-style-type: none">• Oct/Nov - High Tunnel Delivery, Construction• Maintain communication with Cornell University
Spring 2015	<ul style="list-style-type: none">• Spring visits, interviews, discuss summer plans
Fall 2015	<ul style="list-style-type: none">• Fall visits, interviews, discuss fall plans

Application DUE Electronically by June 15, 2014 to:

http://www.agclassroom.org/ny/programs/hightunnels_grant_application.htm

If you have any questions please email NYAITC@cornell.edu or call 607-255-9253.

Please include the following as attachments in the online application.

Program Description:

Please describe your schools existing school garden program. How is your garden used? What are your goals for the garden? How would a High Tunnel improve your garden program? (Max 250 words)

Site Description:

High Tunnels require a large amount of space and have specific site requirements (see attached information sheet). Please describe how your school will meet the requirements of the High Tunnel. You may include up to five pictures (electronically) placed in a Word document. (Max 250 words)

Letter of Support:

Attach a short letter of support on letterhead from the principal or superintendent indicating administrative support for the High Tunnel project and verifying that the project director will be made aware of the school's safety policy regarding chemicals and pesticides.

Project Director's Agreement:

Read, sign and attach the following page to your complete application. It is a statement of your commitment to your project and the objectives of the High Tunnel project.

Custodial Director's Agreement:

Read, sign and attach the below page to your completed application from your school's custodial director.

W-9 Form: Request for Taxpayer Identification Number and Certification



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Budget:

Attach a simple budget that shows how you will spend the \$1500 provided through the High Tunnel Project. Please indicate if you would be able to manage with less than \$1500 due to in-kind donations (example below)

Items	Total Cost	In-Kind Amount	In-Kind Supplier	Supplier	Amount Needed from Grant
Garden Tools	\$100	\$50	Jill's Store	Jill's Store	\$50
Seeds	\$200	0		Lowe's	\$200
Soil	\$300	\$300	Joe's Farm	Joe's Farm	0



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Project Director's Agreement

I, the High Tunnel Project Director, agree to:

- Learn and comply with school safety regulations regarding chemicals and pesticides
- Prominently display the *Cornell High Tunnel Project* signs provided to all Project Directors
- Participate in interviews, focus groups and surveys during each grant year (up to 3 years).
- Submit teacher developed educational materials that incorporate the high tunnel when requested.
- Maintain and use the high tunnel garden for the duration of the grant (up to 3 years)
- Provide Cornell with quarterly email updates, and additional updates, reports and pictures as requested.
- Serve as a reviewer for lesson plans and teacher guides developed through the grant
- Upon completion of the grant the project director will notify Cornell if they no longer want the High Tunnel. Cornell will work to find a new location for the structure.

Signature:

Name (print):

Today's date:



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Custodial Director's Agreement

I, the Custodial Director, agree to:

- Provide guidance and assistance in construction of the high tunnel in a timely manner.
- Understand, review, and agree the site requirements and site selection for the high tunnel.
- Review any and all school or district policies and procedures related to constructing the high tunnel before signing this agreement.
- Keep the high tunnel in place once constructed, unless an unforeseen circumstance arises, which will then warrant a phone call to the grant administrators.
- Maintain and use the high tunnel garden for the duration of the grant (up to 3 years)

Signature:

Name (print):

Today's date:
