

I. MAJOR OUTCOME: Conduct the EE Grants Program

TARGET	Action	Responsibilities	Measures	Vehicle	Timelines
A. OPERATE THE GRANTS PROGRAM	1. Identify priorities for the 2000-2001 grant cycle.	WEEB Board	Consensus.	Priorities will appear in the RFP and other grant literature.	July 2000
	2. Revise, print, and distribute announcement flyer.	Grants committee.	Flyer will be printed and distributed.	Flyer will be mailed to all schools, WEEB list, WCEE network mailing list.	August 31, 2000
	3. Revise, print, and distribute RFP.	Grants committee.	RFP will be printed and distributed.	RFP will be mailed to grant applicant & distributed at appropriate conferences.	Sept.15 2000- Jan. 13 2001
	4. Determine which pre-proposals wish to seek additional information on	WEEB Board	Letter sent to pre-proposal applicants	Motion to pursue	October 30 2000

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5. Evaluate and revise the review process.	Grants committee	Review conducted.	Revised review forms will be printed.	October-November 2000
6. Contact potential grant reviewers to assemble a review team.	Administrative Assistant.	Those agreeing to review will respond.	List of Reviewers will be distributed.	November 2000.
7. Select Pre-proposals for funding	WEEB Board	Contact pre-proposal recipients	Motion	January 2001 meeting
8. Conduct a training session for reviewers.	Grants Committee and Administrative Assistant.	Meeting is held.	Meeting.	Feb. 26 2001

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9. Proposals reviewed will be catalogued & distributed to reviewers.	Administrative Assistant.	Reviewers will receive grants.	Report will identify grants received.	January 2001	
10. Grants are reviewed.	Reviewers.	All grants are reviewed and scored.	Technical & merit review forms.	February—mid March, 2001.	
11. Recommendations made to the WEEB for their action.	Grant Committee. WEEB.	Report to WEEB.	Motion by WEEB to distribute grant funds.	April 2001.	
B. CONDUCT SITE REVIEWS	1. Identify and assign site reviewers .	Administrative Assistant.	Report to grant committee.	Review forms completed.	May-October, 2001.

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C. PUBLISH & DISTRIBUTE REPORTS	1. Design, print & distribute 2000-2001 Grant Recipient book	Administrative Assistant.	Copies to 15 depository libraries, Governor's Council on Forestry.	Book.	July 2000.
	2. Design, print & distribute 1998-1999 biennial report	Administrative Assistant.	Copies to legislators, depository libraries, governor's council & board.	Report.	July 2000.
	3. Design, print & distribute 1998 "End of Year Summary & Site Review" booklet .	Administrative Assistant.	Copies to 15 depository library, Governor's Council, committee.	Booklet	July 2000.
	4. Design, print & distribute End of Project report to DOA and ECW	Administrative Assistant	Copy to DOA, and WEEB office.	Report	August 2000

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	5. Design, print & distribute 2001-2002 Grant Recipient book	Administrative Assistant.	Copies to 15 depository libraries, Governor's Council & WEEB office.	Book.	July 2001.
	6. Design, print & distribute 1999 "End of Year Summary & Site Review" booklet .	Administrative Assistant.	Copies to 15 depository library, Governor's Council, committee.	Booklet	July 2001.