

I. MAJOR OUTCOME: Conduct the EE Grants Program

TARGET	Action	Responsibilities	Measures	Vehicle	Timelines
A. OPERATE THE GRANTS PROGRAM	1. Identify priorities for the 2002-2003 grant cycle.	WEEB Board	Consensus.	Priorities will appear in the RFP and other grant literature.	July 2001
	2. Incorporate WI Focus on Energy grant program into regular grant cycle	Grant Committee and WEEB Board	Consensus	Grant Committee meeting Board meeting	July 11, 2001 July 23, 2001
	3. Incorporate "mini-grant" program into regular grant cycle	Grant Committee and WEEB Board	Consensus	Grant Committee meeting Board meeting	July 11, 2001 July 23, 2001
	4. 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.	Aug 31, 2001

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5. Revise, print, and distribute RFP.	Grants committee.	RFP will be printed and distributed.	RFP will be mailed to grant applicant & distributed at appropriate conferences.	Aug. 31 2001- Jan. 12 2002
6. Determine which pre-proposals wish to seek additional information on	WEEB Board	Letter sent to pre-proposal applicants	Motion to pursue	October 19 2001
7. Evaluate and revise the review process.	Grants committee	Review conducted.	Revised review forms will be printed.	October- November 2001
8. Contact potential grant reviewers to assemble a review team.	Administrative Assistant.	Those agreeing to review will respond.	List of Reviewers will be distributed.	November 2001.

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9. Select Pre-proposals for funding	WEEB Board	Contact pre-proposal recipients	Motion	January 2002 meeting
10. Conduct a training session for reviewers.	Grants Committee and Administrative Assistant.	Meeting is held.	Meeting.	Feb. 25 2002
11. Proposals reviewed will be catalogued & distributed to reviewers	Administrative Assistant	Reviewers will receive grants	Report will identify grants received.	January 2002
12. Grants are reviewed	Reviewers	All grants are reviewed and scored	Technical & merit review forms.	February— March 18 and 19, 2002

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13. Recommendations made to the WEEB for their action.	Grant Committee. WEEB.	Report to WEEB.	Motion by WEEB to distribute grant funds.	April 2002.
14. Grant Recipients Announced	Administrative Specialist		Grant acceptance forms and "no letters" mailed Database on Website Press releases Notification to legislators	May 2002

B. CONDUCT SITE REVIEWS	1. Identify and assign site reviewers .	Administrative Assistant.	Report to grant committee.	Review forms completed.	May-October, 2002.
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C. PUBLISH & DISTRIBUTE REPORTS	1. Design, print & distribute 2001-2002 Grant Recipient book	Administrative Assistant.	Copies to 15 depository libraries, Governor's Council on Forestry.	Book.	July 2001.
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	2. Design, print & distribute 1999-2000 biennial report	Administrative Assistant.	Copies to legislators, depository libraries, governor's council & board.	Report.	Oct 2001.
	3. 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.
	4. Design, print & distribute interim Project reports to DOA	Administrative Assistant	Copy to DOA, and WEEB office.	Report	August 2001 December 2001 June 2002
	5. Design, print & distribute 2002-2003 Grant Recipient book	Administrative Assistant.	Copies to 15 depository libraries, Governor's Council & WEEB office.	Book.	July 2002.

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