

I. MAJOR OUTCOME: Conduct the EE Grants Program

TARGET	Action	Responsibilities	Measures	Vehicle	Timelines
A. OPERATE THE GRANTS PROGRAM	1. Identify priorities for the 2006-2007 grant cycle.	Grant Committee WEEB Board	Priorities will appear in the RFP and other grant literature	Grant Committee meeting  Board meeting	May 24, 2005  July 13, 2005
	2. Incorporate Forestry grant program updates into regular grant cycle	Grant Committee with Jeremy Solin and Sterling Strathe invited and WEEB Board	Consensus	Grant Committee meeting  Board meeting	May 24, 2005  July 13, 2005
	3. Revise, print, and distribute announcement flyer.	Grants committee and administrative assistant.	Flyer will be printed and distributed.	Flyer will be mailed to all schools, WEEB list, WCEE network mailing list.	July, 2005  Late August, 2005
	4. Revise, print, and distribute RFP.	Grants committee and administrative assistant.	RFP will be printed and distributed.	RFP will be mailed to grant applicant & distributed at appropriate conferences.	Late Aug 2005- Jan. 14 2006

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5. Evaluate and revise the review process.	Grants committee	Review conducted.	Revised review forms will be printed.	October-November 2005
6. Contact potential grant reviewers to assemble a review team.	Administrative Assistant.	Those agreeing to review will respond.	List of Reviewers will be distributed.	October and November 2005.
7. Conduct a training session for reviewers.	Grants Committee and Administrative Assistant.	Meeting is held.	Meeting.	Feb 2006
8. Proposals reviewed will be catalogued & distributed to reviewers	Administrative Assistant	Reviewers will receive grants	Report will identify grants received.	January 2006

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	9. Grants are reviewed	Reviewers	All grants are reviewed and scored	Technical & merit review forms.	February 2006 March, 2006
	10. Recommendations made to the WEEB for their action.	Grant Committee.  WEEB.	Report to WEEB.	Motion by WEEB to distribute grant funds.	April 2006.
	11. Grant Recipients Announced	Administrative Specialist		Grant acceptance forms and "no letters" mailed  Database on Website  Press releases  Notification to legislators	May 2006
B. CONDUCT SITE REVIEWS	1. Identify and assign site reviewers .	Administrative Assistant.	Report to grant committee.	Review forms completed.	June-October, 2006.

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C. PUBLISH & DISTRIBUTE REPORTS	1. Design, print & distribute 2005-2006 Grant Recipient book	Administrative Assistant.	Copies to 15 depository libraries,.	Book.	Aug 2005.
	2. Design, print & distribute 2003-2005 Biennial Report to legislature	Administrative Assistant.	Copies to 15 depository library, legislators.	Booklet	October 2005
	3. Design, print & distribute 2005 "End of Year Summary & Site Review" booklet .	Administrative Assistant.	Copies to 15 depository library, Governor's Council, committee.	Booklet	June 2006