

I. MAJOR OUTCOME: Conduct the EE Grants Program

TARGET	Action	Responsibilities	Measures	Vehicle	Timelines
A. OPERATE THE GRANTS PROGRAM	1. Identify priorities for the 2007-2008 grant cycle.	Grant Committee WEEB Board	Priorities will appear in the RFP and other grant literature	Grant Committee meeting Board meeting	May 30, 2006 July 12, 2006
	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 30, 2006 July 12, 2006
	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, 2006 Late August, 2006
	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 2006- Jan. 13 2007

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5. Evaluate and revise the review process.	Grants committee	Review conducted.	Revised review forms will be printed.	October-November 2006
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 2006.
7. Conduct a training session for reviewers.	Grants Committee and Administrative Assistant.	Meeting is held.	Meeting.	Feb 2007
8. Proposals reviewed will be catalogued & distributed to reviewers	Administrative Assistant	Reviewers will receive grants	Report will identify grants received.	January 2007

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	9. Grants are reviewed	Reviewers	All grants are reviewed and scored	Technical & merit review forms.	February 2007 March, 2007
	10. Recommendations made to the WEEB for their action.	Grant Committee. WEEB.	Report to WEEB.	Motion by WEEB to distribute grant funds.	April 2007.
	11. Grant Recipients Announced	Administrative Specialist		Grant acceptance forms and "no letters" mailed Database on Website Press releases Notification to legislators	May 2007
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 2006-2007 Grant Recipient book	Administrative Assistant.	Copies to 15 depository libraries,.	Book.	Aug 2006.
	2. Design, print & distribute Grant policy and operational manuals	Administrative Assistant.	Copies to grant committee	Booklet	May 2007
	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 2007