

# Request for Applications – Rural Living in Wyoming Workshops 2021

**Due Date: March 8, 2021**

**Description:** Funds are available to support Rural Living in Wyoming Workshops across the state of Wyoming. These funds will be provided to selected applicant organizations through reimbursement of funds expended. Up to \$1,000 is available per selected application.

The Small Acreage Issue Team is a group composed of members interested in addressing some of the issues related to small acreage parcels in the state of Wyoming.

Mission:

*“To foster a culture of stewardship among small acreage land managers by promoting sustainable practices which enhance the ecological, economic and social aspects of the land and its people.”*

The team uses multiple methods to reach landowners including publication of the *Barnyards & Backyards* magazine as an educational tool, Rural Living in Wyoming workshops, and other educational activities.

Applicants may apply for up to \$1,000 in support for workshop related expenses for activities beginning after **April 1, 2021**. Due to the pandemic we encourage alternate methods of workshop delivery to ensure the safety of participants. This can be electronic delivery, setting the date of events so that that can be held outdoors as much as possible or some other method which can be described to us. As this is a continually evolving situation with the development of new virus variants and the deployment of vaccines we ask applicants to plan as best they can, but we will be open to changes in planning after the funds have been awarded. Applicants can also request technical support or advice for on-line delivery projects from the Small Acreage Outreach Coordinator project coordinator, Jenny Thompson.

**These are reimbursement grants.** Expenses that will be reimbursed include postage and supplies for mailings, printing for workshop advertising, other advertising expenses, facility use, speaker costs and other expenses that can be justified to meet the unusual circumstances of the year. Receipts must be submitted for all expenses. Due to funding constraints hosting organizational salary expenses are not eligible. (Please contact us if you have questions regarding which expenses are eligible.) Only one application is allowed per event. If you have questions about expenses which can be covered please contact the project coordinator.

You will need to adequately justify the topics covered in your workshop(s) and the amount of funding requested in your proposal. You will find results of a Wyoming small acreage landowner survey (which includes a wide variety of topics of interest) at [www.barnyardsandbackyards.com](http://www.barnyardsandbackyards.com) When possible you must plan and advertise a back-up date in the case of bad weather or other unexpected events.

Contact our Small Acreage Outreach Coordinator (contact information below) if you are in need of ideas for possible presenters.

## Application Ranking:

Applications will be reviewed and ranked by the Small Acreage Issue Team based on the following criteria as well as the information being communicated in a clear, concise manner with enough detail so that the merits of the proposed activities can be determined:

- How well your organization's proposed workshop and associated outreach activities meet the Small Acreage Issue Team mission. [25 points possible]
- Planning has taken place to reduce COVID-19 exposure of event participants. [30 points possible]
- Need (those demonstrating financial need and/or small acreage pressures will be ranked higher) [15 points possible]
- Description of proposed workshop(s) shows a well-organized and feasible format [25 points possible]
- Use of *Barnyards & Backyards* magazine articles, videos or other resources in workshops [5 points possible]
- Planned marketing efforts [5 points possible]
- Willingness to devote the resources (time, personnel, etc.) necessary to conduct a successful workshop. [10 points possible]
- Collaboration (those applications showing evidence of cooperation with other organizations will rank higher) [20 points possible]
- Ability and willingness to meet the requirements of recipients that are listed below [Yes/No]
- For those organization which were previously funded – past performance will be taken into consideration in final funding decisions.

## Requirements for funded proposal recipients:

- You will need to conduct workshops which provide practical, useful, fun, I-can-use-it information to landowners (we have many agendas from previous workshops that can give you ideas).
- You will need to include the *Barnyards & Backyards* logo with website URL on advertisement and agenda materials.
- Information needed back from your workshop before expenses will be reimbursed include (we will send you a checklist and the templates for this reporting if you are funded):
  - Workshop information on where, when and what (agenda) in advance of your workshop so that we can post it on the project web site in the events calendar, facebook and through the *Barnyards & Backyards* list serve.
  - Information on advertisement methods used
  - Workshop agenda or related information (including time, location, topics, speakers, etc.)
  - How many landowners attended the event
  - Landowner workshop evaluation data entered into a spreadsheet from existing simple (one page) evaluation forms (either hard copy or online) that will be provided to you
  - Your impressions of how things worked – what worked, what didn't (we have a brief form you will fill out).
  - A signed letter from your organization stating the salaried hours that were devoted to planning and carrying out the workshop, how much that time was worth in a monetary amount and how much of it was non-federal money.

- Some hard copy *Barnyards & Backyards* magazines may be available for you to include in your workshops (dependent on availability and advanced notice).
- You will need to fill out a University of Wyoming “supplier form” (if you aren’t already in the UW financial system) and submit eligible receipts before reimbursement will occur.

If you aren’t interested in the funding but are still interested in collaborating with or becoming part of the Small Acreage Issue Team please let us know. We welcome your participation in this important area and hope the project can be of use to you and your community.

If you have questions regarding this request for applications e-mail the Small Acreage Outreach Coordinator at [barnyardsbackyards@uwyo.edu](mailto:barnyardsbackyards@uwyo.edu).

This announcement can be found at [www.barnyardsandbackyards.com/](http://www.barnyardsandbackyards.com/)

