

# Request for Applications – Rural Living in Wyoming Workshops 2018

**Due Date: January 12, 2018**

**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 **February 5, 2018. These are reimbursement grants.** Expenses that will be reimbursed include postage and printing for workshop advertising, supplies for mailings or demonstration activities, facility use, and speaker costs. (Please contact us if you have questions regarding which expenses are eligible.)

**Due to the upcoming publication of the Wyoming Small Acreage Irrigation guide (DRAFT at <http://www.uwyo.edu/barnbackyard/irriguidedraft.pdf> ), irrigation will be a featured topic this year. An additional 10 points will be awarded for those proposals for workshops which contain appropriate irrigation topics.** Contact Jennifer Thompson (below) if you are in need of ideas for possible presenters.

You will need to adequately justify the topics covered and the amount of funding you are requesting in your proposal. You will find results of a Wyoming small acreage landowner survey (which includes 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.

## **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]
- 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 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]
- Irrigation is included as a topic in the proposed workshop(s) [10 points possible]
- Ability and willingness to meet the requirements of recipients that are listed below [Yes/No]

**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). When possible you will need to plan and advertise a back-up date in case the original workshop date is canceled due to bad weather or other unexpected events.
- 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
  - Where and when the workshop occurred
  - Workshop agenda (including times, topics, speakers, etc.)
  - How many landowners attended the event
  - Landowner workshop evaluation and sign-in data entered into a spreadsheet from existing simple (one page) evaluation forms that will be provided to you
  - Copies of those evaluation and sign-in sheets so they can be filed
  - 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 *Barnyards & Backyards* magazines may be available for you to include in your workshops (dependent on availability).
- You will need to fill out a University of Wyoming “vendor form” 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 please contact us at 307-223-3275 or e-mail Jennifer Thompson, Small Acreage Outreach Coordinator at [jsjones@uwyo.edu](mailto:jsjones@uwyo.edu) .

This announcement and information on previous workshops can be found at [www.barnyardsandbackyards.com/](http://www.barnyardsandbackyards.com/)

