



Sample Phenology Walk/Trail Project Proposal Form

The purpose of the project proposal form is to provide an opportunity for you to outline what may be involved or required when implementing a phenology walk or trail. Designing outcomes, thinking through questions, and developing measures of success ahead of time will increase the probability of project success and obtaining buy-in from site staff, partnering groups, potential funders. It is meant to be a **guide** and point of reference, and provide a framework for sharing information during your project-planning phase.

Project Title:
Today's Date: **Target Start Date:**
Target Completion Date:

Your name: **Site Name:**
Contact Person:
Contact Person's email and phone:
Partnering organizations:

Will the phenology project be designed for adult or youth audiences? Both?

If this is a school project, will it take place during the school day or after school hours?

Subject Areas targeted, regardless of whether or not your site is at a school:
Math, English, Social Studies, Language Arts, Art, Music, Physical Education.
YES outdoor learning and gardening can cover many subject areas other than science!

Standards Of Learning (SOL) to be addressed in that subject area:

Project Goal(s)/Educational Goals and linked outcomes. Project purpose and value: *What is the educational value and goal of this project's learning experience? These goals should be outlined for both adult and youth audiences.*

Goal(s)	Brief Objective(s)	Desired Outcome(s)
1.	•	•
2.	•	•
3.	•	•

How can *Nature's Notebook* enhance the goals of your organization?

Project Description: *Please describe the project and its location – inside or outside, in a greenhouse, in the woods, along an existing trail, etc. General descriptions are fine and maps, not necessarily drawn to scale, are helpful. Once plants are tagged, attaching a google map with point embedded will be helpful to users.*

Describe your current knowledge about the project topic. *What research do you need to do? Where will you find the information? Are there any subject matter specialists you can call on to help you? Who would they be (individuals, groups, and agencies)?*

Who might you call on to serve as volunteers, helpers or assistants for the project? List names and contact information of participating volunteers and/or docents.

Would you be able to do this project without volunteers? If so, how?

List any Physical Resources available:

Physical Resources needed:

Do you already have financial resources? YES or NO
If so, how much?

What type of additional financial resources may be required?

How might you do this project, or modify it, if financial resources are not available?

Time Frame: *How long will it take to complete this project? Will it be a semester, a school year, or multi-school year? Is it going to be a permanent activity at your site?*

Will the project require on-going maintenance and up-keep? YES or NO

If so, what might that up-keep include?

And, if yes, please describe how you will accomplish this, with whom: *For example, if you are planting a garden or facilitating something that will last more than the school year, who will be responsible for its upkeep during the down-time? Will someone periodically check tags on plants, brochure availability, and datasheet supplies?*

Will the finished project be re-evaluated each year? YES or NO

Questions to ask: Is it still functional? Does it need updated? Require maintenance?

How?

What will be your measures of success, e.g. how will you know if you achieved your goals and objectives?

How will you evaluate the achievement of educational goals?

What will you do if your administration does not support this project? Are there ways you might still implement a phenology project? How?