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**Sustainable Jersey for Schools Small Grants Program
Final Report for \$30,000 & \$10,000 Project Grants Awarded in December 2015**

Due: June 30, 2017

Funded by:



I. Instructions

Please complete the Sustainable Jersey Small Grants **Final Report** below for the grant you were awarded in December 2015. These reporting requirements are a condition of your grant. Your final grant payment will be processed upon approval of this report.

Extensions: If you need to request an extension DO NOT submit a final report. Please email a request for an extension to grants@sustainablejersey.com detailing why an extension is needed and the anticipated completion date.

If you have any questions or concerns regarding the final report, your grant award project, or the Small Grants Program please email grants@sustainablejersey.com or call at 609-771-3189.

II. Grantee Information

Applicant	Readington Township Public School District
County	Hunterdon
NJDOE School District Code	4350
School District Employer Identification Number (EIN)	22-6002246

Please contact your School District's Business Administrator or Chief Financial Officer to obtain the EIN.

Jodi Bettermann

Name of Person Submitting Report

Title Energy Efficiency Coordinator

Phone 9082342195

Email jbettermann@readington.k12.nj.us

III. Business Administrator Information

*The business administrator will receive the final check after approval of the final report and expenditures.

Name Jason Bohm

Title Business Administrator

Mailing Address 52 Readington Road, P.O. Box 807, Whitehouse Station, NJ 08889

Phone Number 9082342195

Email jbohm@readington.k12.nj.us

IV. Project Summary

Project Title Readington Schools Mobile Energy Labs

A. Project Description

Please provide a brief description (2-5 sentences) of the completed grant project that highlights the grant outcomes and impact. This description will be provided to the grant sponsor, posted on the Sustainable Jersey website, and used in Sustainable Jersey Small Grants Program related materials.

Project Description The Readington Township Public School District furnished mobile energy labs for each of the district's four schools. The energy labs work with the science curriculum to expand the energy education of our staff and students. The capstone of our energy education initiative is a Sustainable World elective class where sustainability instruction and hands on projects bring together the concepts of energy, conservation, and impact on the environment.

B. Variations from Original Proposal

Please summarize any modifications to the grant project, activities, outcomes outlined in the original grant proposal. Please indicate if these project modifications were approved by Sustainable Jersey. As a reminder, **all project modifications must be preapproved** before moving forward with the project.

Variations from Original Proposal Project modifications were approved by Sustainable Jersey. We added a field trip to Rider University for an Environmental Sustainability Symposium for our 8th grade students. The symposium allowed our students to participate in a STEAM activity designing energy efficient transportation. The students also learned about green careers including a few in the energy industry. We also changed our purchase of an energy education kit from Watts Up to the purchase of infrared cameras and six watt meters. The energy education kit

was no longer available for purchase. We will use the infrared cameras to teach about energy transfer in middle school science classes and the watt meters for a cross curricular math and science activity based on energy consumption of common electrical devices for our 4th grade students.

C. Grant Impact

Please describe the impact of the grant project on the school community. This includes what was accomplished, who is benefitting and how, and next steps (i.e. could the project potentially be expanded and/or lead to other sustainability related initiatives).

Grant Impact

With funding from this grant, Readington Township Schools increased the exposure of staff and students to energy education through staff training sessions on the activities and the use of the activities in the classrooms. When we wrote the original grant application we did not know that the energy program that we used, Schools for Energy Efficiency (SEE), would be discontinued by its parent company at the end of June 2016. Readington schools relied on the SEE program to provide our energy education activities. We were able to borrow the activities from SEE to complement each year's energy efficiency theme as part of our annual subscription. Without those activities, we would not have been able to continue our energy education efforts in the classrooms without interruption. This grant allowed us to purchase similar equipment to what we used through the SEE program to use with our students and staff. It turned out to be critical to our continued efforts to engaging staff and students in our energy efficiency program. We engaged some of our youngest students in first grade in learning about solar panels by building solar houses out of large Pepperidge Farms Goldfish containers. And our eldest students in the 8th grade Sustainable World elective used a human power generator to compare energy usage of an incandescent versus an LED light bulb. The teacher even left the generator out during parent teacher conferences for the parents to try! Our 4th and 5th grade students visited an energy activity tent during their field day to explore a solar house project, observe a solar balloon, and compete in a recycling sorting toss. Our Sustainable World elective class at Readington Middle School has been a success with twenty-three 8th grade students enrolled during 2016/17, the first year of the course. Next year we plan to expand the elective to 7th grade students as well. An exciting addition for our 8th grade students funded by the grant was the opportunity to attend an Environmental Sustainability Symposium at Rider University with students from all over New Jersey. The students attended presentations about careers in green energy and energy efficiency, completed a STEAM transportation challenge, and learned about the sustainable issues facing society. As we look forward to the upcoming school year, we will continue to work to implement the energy education kits and activities provided in each school's mobile energy labs and move forward with the district Green Committee's vision for energy education opportunities for our students and staff.

V. Supporting Documentation

A. Sample Materials

Please upload samples of communications distributed to school staff and/or the school community related to the grant project (i.e. articles, flyers, reports, or other educational materials).

Uploaded materials should be in PDF format. Multiple documents can be combined in to one file.

Sample Materials Upload 1 Gardinier grant announcement_sc.pdf

Sample Materials Upload 2 Sustainable World Elective Curriculum.pdf

Sample Materials Upload 3

B. Photographs

At least **TWO** photographs depicting the grant project and/or related activities are **required**. Whenever possible the photographs should include staff and/or members of the school community. In the textbox below please describe each photograph (i.e. Photo 1 - School staff educate about solar panels, Photo 2 - XXX) and then upload each photograph in .jpg format separately. Sustainable Jersey reserves the right to use these photographs in reports to the grant program sponsor, presentations, and other program related materials.

Description of Photographs Photo 1 shows teachers learning to use solar oven activities, Photo 2 shows students at Readington Middle School using the human power generator, Photo 3 shows a student from Three Bridges School investigating a solar house

Photo Upload 1 Solar ovens.jpg

Photo Upload 2 HumanPowerGenerator_RMS_2017.jpg

Photo Upload 3 SolarHouse_TBS_2017.jpg

C. Grant Sponsor Acknowledgement

Grant recipients are required to acknowledge Sustainable Jersey for Schools and the Gardinier Environmental Fund as the project funders in promotional materials and install a small sign listing them as funders at the project site (if applicable). Please upload documentation that this requirement has been met. This can include sample materials listing them as a sponsor and/or a copy of the sign installed at the project site

Have you installed a sign or developed promotional materials recognizing project funders? Yes

Sponsor Recognition Upload 1 Energy Kit with Label.pdf

Sponsor Recognition Upload 2 Energy Kits Shelves.pdf

VI. Lessons Learned

Please reflect on lessons learned in completing this project. This includes:

- Any challenges you faced in completing the project and how they were overcome.
- Things you would do differently if you would undertake this project again.
- Advice you would give to someone about to undertake a similar project.

Lessons Learned We learned that support from administration and teachers was important and contributed to the use of the mobile energy labs' activities in the various classrooms and events. Getting a team behind a project like this is also important. For us this meant getting the Green Committee on board. The biggest challenge turned out to be the timing of the implementation because

of the cancellation of support from the SEE program which forced some purchasing and activities to be rescheduled. Flexibility is a key component to working through these challenges.

VII. Project Expenditures

IMPORTANT: Do not submit a final report if the grant has not been fully spent. If the project is complete and there are funds remaining, you can reallocate those funds to another energy related initiative. Email grants@sustainablejersey.com to request authorization.

A. Summary of Grant Expenses

Please provide a general summary of how the grant funds were spent.

*NOTE: In order to close out the grant, the **total amount of the awarded grant must be spent**. For example, if your district/school was awarded a \$10,000 grant, the total amount spent and reflected in this report should match or exceed this amount. As a reminder, half of the funds were distributed when the grant was awarded, and the remaining half will be sent once the project is complete, all funds are spent and the final report is approved.*

Have you spent all of the funds from your awarded grant amount? Yes

Summary of Grant Expenses For this grant, all expenses were for supplies to establish energy labs at each school including energy education kits, energy activities like the human power generator with light box, building investigations using light meters and dataloggers, and a field trip for our 8th grade students to learn about real world applications of energy education. Shelving and containers gave the education kits and activities a home base in each school.

B. Budget vs. Actual Expenses

Please upload a report in PDF format outlining originally budgeted vs. actual expenses. Click here for a [sample budget template](#). You do not have to use this template to meet our requirements, but you must include a comparison of the itemized budget included your grant proposal with the actual grant expenditures. **If converting an Excel file to PDF, please verify that all columns are visible on each page of your converted PDF before uploading.**

Budget vs. Actual Expenditures Budget_vs._Actual_Expenses_GardinierEnergyGrant_2017.pdf
Report Upload

C. Supporting Documentation

Please upload supporting documentation for each grant expenditure including either invoices, vouchers, receipts or expenditure ledgers from the school business administrator. The uploaded files should be in PDF format. Multiple documents can be combined into one file.

Does your budget uploaded exactly match that of the invoices/receipts submitted? Yes

Expenditures Upload 1 GardinierGrant_acctdetailreport_2016.pdf

Expenditures Upload 2 GardinierGrant_acctdetailreport_2017.pdf

Expenditures Upload 3 Recent purchase orders_GardinierGrant_2017.pdf

VIII. Grantee's Certification Declaration

Please upload a [Grantee Certification and Declaration](#) **signed and dated** by either the superintendent, principal, business administrator.

Certification Declaration

SJS_Gardinier_Grant Declaration 062017.pdf

Please submit your final report no later than **June 30, 2017**. If you have questions, contact grants@sustainablejersey.com or call 609-771-3189.

Once your final report is submitted, Sustainable Jersey for Schools staff will review it and notify you if it has been approved or if additional information is needed. If approved, the final balance of your grant will be mailed by check to your CFO listed in this application.