

**Cover Page and Signature Sheet**

**Center for Integrative Natural Science and Mathematics  
Northern Kentucky University**

A Proposal for a School and Community Based CSI – I Camp  
Summer 2008

(Place the title of the proposed camp project here)

Location(s) where the proposed camp activities will occur:

Names and email address of teacher(s) who propose to develop and offer this camp:

Name and email address of proposer's school principal:

Names and email address of law enforcement and/or public safety/fire and emergency medical responders and their agency affiliations who propose to partner in the offering of this camp:

Proposing teacher(s)' signature(s):

Signature of the proposers' school principal:

Signature(s) of the partner agency personnel:

Signature(s) of the partner agency personnel commanding superior:

## Proposal Narrative Outline

- I. Introduction and Scope of the Proposed CSI – I Student Camp
  - a. Overview of the need for this camp and its objectives and outcomes
  - b. Summary of the location of offering for the camp and the facilities to be used
  - c. Age group(s) and numbers of students to be served
- II. The plan for the camp
  - a. Examples of potential topics/crime scenes to be investigated
  - b. Methods of delivery of these topics/crime scenes and evidence processing
  - c. Science and mathematics topics to be covered/used
  - d. How the scientific method will be applied and used to support these activities
  - e. Connections to the Kentucky Core Content
  - f. How the student participants' conclusions will be presented
  - g. How parents will be involved and encouraged to support this camp's activities
  - h. How the motivation for the study of science and mathematics topics will be continued.
- III. Camp evaluation
  - a. Statement of objectives and goals of the camp.
  - b. Plan for evaluation of the achievement of these objectives and goals.
  - c. Brief narrative of how this evaluation may be used to offer an improved camp in future years.
- IV. Camp Schedule
  - a. The anticipated daily time schedule of activities for the camp including personnel involvement in the preparation for and delivery of the camp
  - b. The week's plan for the camp, including contingences where weather or work-related emergencies of law enforcement/first responder personnel may require one or more of these persons to become unavailable.
  - c. Safety and emergency notification/response plan for the camp sites and activities
- V. Summary of the anticipated camp success and contribution to the advancement of the teaching/learning of science and mathematics and how it will contribute to improved school-community relationship

## Budget Narrative

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#### **Directions for the creation of the budget narrative and quantification of expenses**

##### CINSAM Grant Funds:

Anticipated uses of the grant funds requested must be carefully considered and described in a narrative which provides justification for the requests and for the expenditure of the funds. Hence, it is suggested that the anticipated use of funds be separated into categories which might include such targets as:

1. Salaries for teachers who develop and offer the camp
2. Remuneration for community professionals who act in a similar capacity
3. Costs of supplies that are expendable
4. Costs of supplies that are not expendable and generally may be used for future offerings of such a camp experience Note: CINSAM will not allow funds to be used for purchase of laboratory equipment, facilities modifications, and other “permanent improvements” to the offering entity’s physical plant or to its fixtures.
5. Travel related to the actual offering of the camp, *e.g.*, the cost of bus to transport the camp participants to a police laboratory or to NKU for a particular laboratory for evidence analysis
6. Photocopy and reproduction costs for materials to be used in the camp

(This is only offered as a guide; attention to all parts is not required. Proposers should use this listing as appropriate to the development of the proposal. Other categories may be added, as related to the proposer’s plans and goals.)

##### Match Support – Funds and/or “In-kind” Camp Support:

CINSAM anticipates and requires that at least 1/3 of the Camp budget be a match in the form of a dollar match and/or “in-kind” from either the proposers’ school or district or from the community that will be served by the proposed camp. This portion of the budget narrative should include a description and quantification of the match of funds and/or “in-kind” support services to the camp including a dollar value of the “in-kind” services, if these are a part of the matching support to the CINSAM grant. This match cannot be in the form of “equivalent rental or use costs” of the facility but may include the reasonable cost of janitorial staff.

The source of the matching support must be identified and its availability assured by the identification of the person who has decision making responsibility to assure the availability of the match. This assurance must include this decision making person’s signature on this section of the budget as evidence of the forthcoming of the matching support.