



MVFN Ontario Drinking Water Source Protection (ODWSP) Outreach Project
“Engaging Grade 8’s in Drinking Water Source Protection Planning”
Contractor Terms of Reference

1. DEFINITIONS

"Act" means the *Clean Water Act, 2006* as amended.

"Ministry" means the Source Protection Programs Branch of the Ontario Ministry of the Environment presided over by the Province.

“MVC” means Mississippi Valley Conservation.

“MVFN” means Mississippi Valley Field Naturalists.

"ODWSP" means the Ministry's Ontario Drinking Water Stewardship Program.

"Source Protection Area" means a drinking water source protection area established by subsection 4 (1) or by the regulations under the Act.

2. PROJECT DESCRIPTION

The Mississippi Valley Field Naturalists have received funding from the Ministry for a project to provide comprehensive and integrated experiential curriculum-linked information about the Act, the ODWSP and source protection to Grade 8 classes in selected schools. This will raise awareness about source water and how to protect it in local schools, and by extension the parental community, in close proximity to municipal water supplies. The project will engage this age group in the source protection planning process as a cohort, with submissions to their source protection staff or committee.

Project tasks have been identified and funding for each has been established. MVFN now seeks a professional environmental educator to develop and deliver the program “Engaging Grade 8's in Source Protection Planning” in co-operation with its project partners — Mississippi Valley Conservation and the principals and teachers of participating schools.

3. PROGRAM COMPONENTS

3-1 Administration

The contractor will:

a) Order, receive and test water-related teaching equipment (well making kit, well contamination kit, hydrology model); b) Attend meetings with MVFN and MVC to confirm standard program delivery; and c) Evaluate student participation and increase in student awareness of source protection planning issues and report to school principals.

3-2 Planning

The contractor will: a) Meet with the principals and designated Grade 8 classroom teachers at each of the seven schools listed in 3-3; b) Obtain from the Mississippi-Rideau Source Protection Committee the Assessment Report map as overhead, where available; and c) Make arrangements for each of the seven schools listed in 3-3 to tour the local municipal water and wastewater treatment facility; and d) Provide each Grade 8 classroom teacher with the contact information for the Mississippi-Rideau Source Protection Committee.

3-3 Delivery

The contractor will deliver the program to the following 5 schools: R Tait McKenzie Public School, Holy Name of Mary Catholic School (Mississippi Mills), Caldwell Public School, Notre Dame Catholic School (Carleton Place), and Huntley Memorial Public School (Carp). Delivery to Lanark Highland schools (Maple Grove Public School and Sacred Heart of Jesus Catholic School) will be carried out by MVC.

The contractor will administer the delivery of the following:

- a) Introductory classroom presentations on the Act and source protection planning, discussion of student-led submissions to the Mississippi-Rideau Source Protection Committee;
- b) Water quantity overview and game;
- c) Surface water quality overview and activity;
- d) Ground water quality overview and activity;
- e) Tour of municipal water and wastewater facilities;
- f) Initial 'ecoreview' of school use of water;
- g) Development of water conservation action plan for the school;
- h) Education of whole school -classroom/assembly presentation(s);
- i) School implementation of water action plan;
- j) Discussion and preparation of source protection planning submissions to source protection staff or committee;
- k) Final water 'ecoreview' of school use of water.

3-4 Timeline

Project Tasks	Date
Project initiation meeting with MVFN	May 2009
Order/receive educational equipment	May 2009
Identify and meet with principals, designated teachers at all 7 schools	May -June 2009
Align source protection program with Grade 8 long range planning for 2009-2010	June 2009
Meetings with MVFN and MVC for development/ confirmation of standard program delivery	June -July 2009
Interim progress report to MVFN	July 31, 2009
Obtain assessment report map as overhead, where available	Summer 2009
Logistics for field trips	October - November 2009
Introductory presentation to classrooms on the Act and source protection planning	October 2009
Water quantity overview and game	October 2009
Surface water quality overview and activity	October 2009
Ground water quality overview and activity	October 2009
Trip to municipal water and wastewater facilities	October 2009
Initial water ecoreview	November 2009
Development of water action plan	November 2009
Educating whole school-classroom/assembly presentation(s)	November 2009
School implementation of water action plan	November 2009 onward
Discussion and preparation of source protection planning submissions to source protection staff or committee	January 2010
Provide teachers with contact information for Mississippi-Rideau Source Protection Committee	January 2010
Final water ecoreview	April 2010
Collate evaluations and reporting	April -May 2010
Evaluate participation and increased awareness and report to school principals	April-May 2010
Provide written report to MVFN summarizing the project results	May 2010

3-5 Project Participants - the project will be undertaken by the following participants/project team members:

Organization	Role/Responsibility
<i>Professional environmental educator</i>	Develop and deliver the program for schools in Mississippi Mills, Carp, and Carleton Place; reporting to MVFN
MVFN	Oversee development of the standard school program. Financial administration.
MVC	Assist in delivery of the standard school program and deliver the program to schools in Lanark Highlands
175 Grade 8 Students	To engage in source protection planning through home, school and extracurricular activities, including preparation of submission to source protection committee.
7 Teachers	To assist students with learning concepts and to ensure completion of take-home and in-class projects
7 Principals	To support implementation of school action plan related to water resources

4. BUDGET

4-1 Funding allocation for the project is as follows:

ELIGIBLE EXPENDITURE	From contract funds	In kind
Order/receive/test educational equipment (well making kit, well contamination kit, hydrology model)	\$470	
Meetings with MVFN and MVC to confirm standard program delivery	\$360	\$360 MVC
Meetings with principals, designated teachers to align source protection program with Gr. 8 long range planning for 2009-2010; prepare interim progress report to MVFN	\$1260	
Obtain assessment report maps where available	\$120	
Prepare report to school principals	\$240	
Introductory presentation to classroom (7 schools)	\$600	
Water quantity overview and game (7 schools)	\$600	
Surface water quality overview and activity (7 schools)	\$600	
Ground water quality overview and activity (7 schools)	\$600	
Trips to municipal water and wastewater facilities (7 schools)	\$2135	
Initial water ecoreview	\$1680	
Development of school water action plans	\$1260	
Educating whole school & implementing plan	\$420	\$2030 all schools
Distribute and collate evaluations	\$420	\$50 copying/ overheads from all schools
Preparation and delivery of submission to source protection committee meeting	\$540	\$1680 all schools
Final water ecoreview and preparation of final report	\$1290	
Communications		\$920 schools, media, students, MVFN
Travel	\$1500	
Project administration		\$1400 MVFN
Total	\$14,095	

5. PAYMENT SCHEDULE

The contractor will submit invoices and be paid at three points during the contract.

	Date	Amount
Contract signing with MVFN	April TBD	\$4500
Interim progress report	July 31, 2009	\$4500
Final report	May 31, 2010	\$5095

6. INFORMATION CONTACTS

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Environmental Education Projects Program
MVFN
(613-257-4879)

or

Michael Macpherson
Past President
MVFN
(613-256-3043)

Applications for environmental educator may be sent electronically to mcp_hail@hotmail.com or mailed to MVFN, Box 1617, Almonte, ON K0A 1A0. Applications must be RECEIVED by April 30, 2009.