**PROFESSIONAL AGREEMENT**

**BETWEEN**

**BARATARIA-TERREBONNE ESTUARY FOUNDATION**

**AND**

Citizen Science

CONTRACTING PARTY

**(Hereinafter referred to as “Contractor”)**

**Project Title:** SUPPORT OF CITIZEN SCIENCE NATIONAL PARK SERVICE PROGRAM

**Project Manager:** Siva Nunna, BTNEP

**Park Contact:** ANGELA RATHLE, Jean Lafitte NHP&P

**Contract Person:**

**Project Goal:**

To create a community of practice that draws on the expertise and knowledge of program managers, park rangers, teachers, and community and educational partners in order to become a valuable resource for teachers, schools, and the community as they strive to provide critical science education and opportunities for more than 4,000 students and the public in Southern Louisiana, and to ensure that historically underserved populations are given frequent and repeated access to these park resources and programs.

To create hands-on, NGSS-aligned, science curriculum and programming that can be used across Jean Lafitte National Historical Park and Preserve, and to train park staff on how to implement, facilitate, and evaluate the programs.

To partner with school districts and educational partners to integrate NPS curriculum and professional development with NGSS curriculum requirements for the state of Louisiana in order to ensure that Jean Lafitte National Historical Park and Preserve serves as resource to meet Louisiana’s science-based educational goals.

Work will include but not be limited to:

1. Office Work/Microsoft Office knowledge
2. Canoeing/Boats
3. Social Media
4. Leading Discussions and Walks
5. Curriculum Development
6. Comfort in hot and cold outdoor conditions
7. Comfort with working in field conditions.
8. General knowledge of swamp, marsh, and Louisiana environments
9. Working with student, teachers, and general public
10. Safety consciousness

**Project Objectives:**

The contractor will be responsible for identifying, contacting, scheduling and implementing schools and groups to participate in Citizen Science programs at the Park, with special emphasis on underserved populations. Contractor will provide monthly community Citizen Science outreach programs for the general public. Contractor will recruit and train teachers, reach out and build relationship with school boards and administrators in area schools to build a lasting relationship. Contractor will report to NPS at the Wetlands Acadian Cultural Center twenty when programming, meetings or required by supervisor.

**Task 1: CurriculUm Module Development, Program Development and Outreach:**

The contractor will work with NPS Staff to reach 3000 students in Lafourche, Terrebonne, Assumption, and St. Charles parish schools and other public groups, especially those from underserved populations.

The contractor will reach out and build a relationship with area educators to generate interest in Citizen Science programs offered at the Park. The contractor will increase the number of teachers reached each year.

The programs being developed will build on one another from early education to Internships for students ages 16-21. The goal is to take kids from early immersive programming, to critical inquiry and place based programs that build understanding, to highlighting pathways to careers in science that build on previous experiences.

Contractor will coordinate with schools to provide transportation if required. A schedule will be provided to Angela Rathle for NPS oversight and coordination. A list of supplies needed will be provided three weeks in advance to Angela Rathle for approval and processing

Contractor will provide monthly report in agreed format with supervisor which includes narrative descriptions of programs and activities of the month, numbers reached, evaluation report, supplies needed, photo releases, waivers, and table of contacts. Table of Contact will include: date of program, contact name, phone, email, title 1 or no, age of those served, and number of participants.

***Task 1 Costs:*** $20,000.00

Contractor will keep records of education program evaluations: using KLW charts, concept maps, short teacher surveys, and other means.

**Task 2: Establish Community Education and Outreach**

The contractor will work with Park staff, BTNEP staff, and area biologists to establish a monthly citizen science programs offered by the Park. Contractor will assure that no less than 1000 people to participate in Citizen Science programs during the year appointment. Contractor will work with Park staff to schedule and assist in the implementation of two community Citizen Science programs at the Park per month, in addition to school water quality testing and monitoring.

Transportation and supply needs will be communicated to park as soon as possible, no less than one month in advance. Contractor will develop a schedule of events at least two months in advance. Notice will be sent to park PIO, and social media outlets at least one month in advance. Contractor will generate electronic job hazard analysis for programs offered.

Contractor will take photographs of programming, and post at least quarterly on the park’s social media platforms; or blog through an outside site such as wordpress; and regularly mention the Patrick Taylor Foundation and BTNEP/BTEF support.

***Task 2 Costs:*** $12,400.00

**Total Cost: $32,400.00**

**Project Deliverables:**

***Task 1 Deliverables:***

1. Monthly report in Microsoft word , that includes narrative report, contact list and table of contacts.
2. Photo releases and waivers in monthly file.
3. Photo file for month with title for identification.
4. Evaluations and testimonials filed.
5. Show continued increase in number of teachers recruited annually.
6. Supply and material lists in advance of programs offered.
7. Bus Transportation Needs

***Task 2 Deliverables:***

1. Monthly report in Microsoft word , that includes narrative report about community events, contact list and table of contacts. Provide narratives about events scheduled. Include report on media outreach: how many press releases, social media shares, etc.
2. Supply and material lists in advance of programs offered.
3. Job Hazard Analysis for programs offered.
4. Bus Transportation Needs

The contract term will be October 1, 2018 through September 30, 2019, Contractor shall invoice Park and Siva Nunna each month by the 1st, with all deliverables provided in an electronic format to ensure payment.

**MONITORING PLAN:**

The Park Contact will provide oversight on all aspects of the project including financial and product development. This requires that the Park Contact with Project Manager will meet with the contractor to review progress on all tasks and determine the quality and completeness of each effort. This will include periodic review of the scope of work and associated tasks to determine the best course of action to be taken to fulfill all responsibilities. Additionally, meetings will be convened to review the project budget and to discuss invoices submitted by the contractor ensuring that the required paperwork is completed satisfactorily.