

# FREQUENTLY ASKED QUESTIONS

**Q. What outdoor school programs are eligible for funding?**

A. Based on input from the Outdoor School Advisory Committee, outdoor school is defined as:

- A minimum 3-day and maximum 6-day, 5-night outdoor learning experience that:
  - Does not require, but can include, overnight
  - Must be consecutive days
  - Must occur during the school year and during school hours

**Q. Can an individual school execute an Intergovernmental Agreement (IGA) with Oregon State University (OSU)?**

A. No. OSU can only award grants to a School District, an Education Service District (ESD) (“district”), or to the four state-sponsored charter schools. Individual schools and local charter schools will need to coordinate activities with their district or ESD.

**Q. Does the district create their own IGA?**

A. No, the district will need to request an IGA from OSU.

**Q. Is the IGA for funding all year or just for this fall?**

A. The IGA is for five years with a possible extension of an additional term of five years. Districts will apply for annual funding, and an annual Work Order will be issued to commit the funds for that specific school year.

**Q. Can a district include a school outside their boundary?**

A. No. Applications should only include schools within the boundaries of the district.

**Q. Can private schools or charter schools receive funding for an outdoor school experience?**

A. OSU is committed to providing an outdoor school experience to Oregon 5th and 6th graders within the funding allocations and requirements of the law. Measure 99 funds are limited to students who reside in Oregon and are enrolled in a public or charter school. Families of homeschool and/or private school students can access Measure 99 funding by temporarily enrolling their 5<sup>th</sup> and/or 6<sup>th</sup> grade students in their public school for the duration of and attendance in the public school’s outdoor school program. Please see the Note to Non-public/Private Schools on the [website](#) for further detail.

As public schools, charter schools are eligible for Outdoor School program funding. A charter school interested in applying for funds should contact their sponsoring district or ESD to request inclusion in the district’s application. Funding

will flow through the district to any applicable charter schools. All districts should ensure they include in their application any eligible charter schools who wish to participate in outdoor school. As indicated above, the four state-sponsored charter schools can enter into an IGA with OSU and apply for funds directly.

**Q. What grades can be funded?**

A. Funding is legislatively allowed once for each Oregon 5<sup>th</sup> or 6<sup>th</sup> grade student. Districts (or their schools) decide which grade will participate in their program. Some schools (due to the size of their classes or for convenience) chose to apply for funding biennially; permitting both 5<sup>th</sup> and 6<sup>th</sup> grade classes to attend outdoor school in the same year.

**Q. When can a district expect to receive funding?**

A. Full funding will be dispersed from OSU upon:

- Completion of all outdoor programs within your district
- Submittal of required documentation and reports to OSU
- Acceptance of required documentation and reports by OSU

**Q. Can a district contract with another district to provide their outdoor school experience, rather than contract with an outdoor school provider or facility?**

A. Districts can contract with (and use Measure 99 funds to pay) other districts to provide goods or services related to providing outdoor school. These contracts and transactions would be between the districts, therefore, payment of the contracted district (outdoor school provider) and reporting of outdoor school outcomes to OSU would be the responsibility of the contracting district.

**Q. Will Measure 99 funds flow through the districts or directly to schools?**

A. The IGA is between OSU and either the ESD or the district, so funds will be dispersed to the district rather than the individual school. Districts are responsible for reporting to OSU and distributing funds to schools.

**Q. Who should be authorized by the district to take responsibility for the Outdoor School application and reporting process?**

A. While this decision ultimately lies with the district, the Outdoor School program encourages each district to authorize the person within your district who is taking the lead in organizing your outdoor school program. This “outdoor school lead” will be responsible for correct completion, and timely submission of the district’s outdoor school application and reports. It should be noted that the authorized person will have the option to delegate completion of portions of the application or report to individuals who can better supply answers. However, the authorized person will be responsible for reviewing and approving the final and complete documents before submitting them to OSU.

**Q. What if a district wants to authorize more than one individual?**

A. Our current program will only recognize one login and password for each district. We can include more than one individual from your district in our email notification list, so more than one designated individuals are notified of important deadlines and happenings.

**Q. Can Saturday or Sunday qualify as outdoor school days?**

A. Yes. If Saturday or Sunday are part the continuous period of an outdoor school program, that program qualifies for funding. For example, if students stay Friday evening and return Saturday or depart for outdoor school on Sunday, these days would fall within the outdoor school criteria.

**Q. Can the district include overhead and administration costs in their Outdoor School funding request?**

A. No. At this time, Measure 99 funds cannot be used for overhead or administration costs.

**Q. When can a school spend their Outdoor School funds?**

A. Funding can be spent for direct costs incurred during the approved school year. Deposits to providers or facilities can be invoiced/paid outside of the approved school year, as long as the service occurs within the approved school year.

**Q. How can schools use their Outdoor School funds?**

A. Please see the [Budget Categories and Fiscal Policies](#) document for details on the four cost categories and expenditures approved for reimbursement. All outdoor school programs funded with Measure 99 funds must adhere to Oregon Department of Education, state, and federal law, policy and regulations governing public schools.

**Q. What amount of funding can a district/school expect to be awarded?**

A. The actual amount awarded to each district will depend on the amount of funds issued to the Outdoor School program in the State's biennial budget, and the number and size of funding requests received from districts. OSU's goal is to continue to fully fund all award requests.

**Q. What type of reporting is required?**

A. Please see the Reporting Requirement document for details on the three annual report requirements.

**Q. What if a district's costs change after they receive their award notification?**

A. As with grant awards, Outdoor School funds are limited. Once a district is notified of their award, costs that exceed those originally budgeted are not allowed, with the following exceptions:

- The total number of students attending changes; and
- The district must book with a different provider/facility after an unforeseen emergency or event (fire or camp closure).

When a school/district discovers their costs will exceed their award amount, they are encouraged to contact OSU ([outdoorschool@oregonstate.edu](mailto:outdoorschool@oregonstate.edu)) to request a change order. Reimbursable changes will be limited by the amount of funds available in OSU's annual Outdoor School reserve account.

**Q. Who do I contact when I have questions or concerns?**

A. Individual Outdoor School team members are listed on our [web page](#). And our general email address is [outdoorschool@oregonstate.edu](mailto:outdoorschool@oregonstate.edu) where your question/concern will be directed to the correct person in a timely fashion.