



A clean lake reflects well
on all of us.

Onondaga Lake Partnership Environmental Education Fund

CERTIFICATION OF PROJECT COMPLETION

INSTRUCTIONS: Please complete all items. Use additional space if necessary. Completed form along with supporting documentation must be submitted to: Onondaga Environmental Institute, 102 West Division St., 3rd floor Syracuse, NY 13204, Attn: OLP Environmental Education Fund. Project must be completed and certification form submitted within six months of date payment check was executed.

1. Title of Project: _____

2. School Year: _____

3. Teacher's Name: _____

4. Name and Address of School: _____

5. Teacher's Phone Number _____ E-mail: _____

6. Principal's Name: _____

7. Principal's Phone Number _____ E-mail: _____

8. Please describe the activities conducted under the project and the key dates on which the activities occurred.

9. Please describe how the funds were used. Attach copies of all applicable checks, bills, receipts, invoices, etc. *Any funds not spent must be returned to the Onondaga Environmental Institute, 102 West Division Street, 3rd Floor, Syracuse, New York 13204.*

10. Please attach additional items which may be of use to OLP for informational purposes and/or for documentation of the project, for example, lesson plans, photos, etc. Please describe additional items attached below. *If you are submitting photographs, please submit the attached OLP Photo Release for any students pictured, allowing OLP to use*

these materials to highlight projects in OLP newsletter, website and other related OLP materials. If the images are digital, please ensure they have a resolution of at least 300 dpi.

11. OLP is interested in enhancing its efforts to educate students on the environment of Onondaga Lake. Your comments, suggestions and feedback on the OLP Environmental Education Fund and other means by which OLP may help accomplish this goal are welcome.

12. Certification:

I certify that the above information is true and accurate to the best of my knowledge, and that the project was completed as described.

Teacher's Signature

Date

Principal's Signature

Date



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Model Release

(Required if human subjects are used in photo)

“In exchange for consideration received, I hereby give permission to the Onondaga Lake Partnership to use my name and photographic likeness in all forms and media for advertising, trade and any other lawful purposes.”

Print name:

Address:

City/State/Zip:

(Signature)

(Date)

If model is under age 18: “I, _____, am the parent/legal guardian of the individual named above. I have read this release and approve of its terms.”

Print name:

Address (if different from above):

City/State/Zip, (if different from above):

(Signature)

(Date)