

**NEW STEM EDUCATIONAL PARTNERSHIP GRANTS
GUIDELINES FOR APPLICATION
SECTION I**

Eligible Applicants

Science, technology, engineering and math teachers who wish to integrate technology into the classroom. This grant is open to junior and senior high school teachers in public, private and parochial schools in the State of Arkansas.

Application Procedure

This is a competitive grant with proposal submission deadlines the first Monday in the months of August, October, December, February and April. Application forms may be downloaded from Arkansas Science & Technology Authority website, <http://www.asta.arkansas.gov>. These grants will be used to develop new STEM Educational Models statewide. This will include a variety of projects and is dependent on the imagination of the teacher and the support of the community partnership that can be generated.

For questions regarding application the process contact:

Ms. Sharon K. Whitlock
Arkansas Science & Technology Authority
423 Main, Suite 200
Little Rock, AR 72201
Phone: (501) 683-4400

Applicants are strongly encouraged to make copies of all application materials. The following pages describe general guidelines for preparing the proposal.

Proposal Review Process

The STEM Advisory Committee, which is composed of industry professionals with STEM expertise, educational experts, and other relevant education stakeholders. The committee will read each proposal and make recommendations to the Arkansas Science & Technology Authority Board of Directors, who will make the final decision on funding.

Guidelines for Administration of Grants

All proposals for round one must be submitted by email (Sharon.whitlock@arkansas.gov) or faxed (501-683-4420) by 5 PM on the first Monday in August. Additional funding periods will be held the first Monday of October, December, February or April contingent on the availability of funds. A hard copy of the proposal, with appropriate signatures, is to be submitted with a postmarked date no later than the first Monday of the funding period. Since the grants are considered to be competitive it is advisable to submit paperwork as early as possible. Awards will be announced by the Arkansas Science & Technology Authority within eight weeks of the submission date. The award is based on the understanding that all state and local rules, regulations, and procedures governing this project have been and will be followed. The grant recipient is responsible for any violations of such requirements. Each award must be kept in a separate account for audit purposes. Random site visits to the awarded schools may be made by the Authority.

Intellectual Property

Materials used from websites, professional development, or other published resources will be duly referenced. Although materials that are considered to be intellectual property are unlikely to be generated from these activities, a disclaimer must be signed by all participating teachers indicating the Winthrop Rockefeller Foundation will retain intellectual property rights should the funded projects result in any newly created activities.

Review Criteria for Applicant/School Districts

Applicants and school districts will be evaluated on the following criteria:

- The applicant must indicate a knowledge of or training in a science, mathematics, technology or engineering field (workshops, in-service, continuation education), and clearly demonstrates an ability to use the instructional material requested for use in the classroom.
- Funding for up to fifteen awards is available yearly; each award shall be up to \$1500.

Assessment Criteria of the Application Proposal

The overall description of the proposed project must explain why the specific activities are needed in the classroom(s). The description of the activities and/or the materials that will be purchased with the funds should include a narrative that addresses the following issues:

1. A description of the applicant's training in with science, technology, engineering or math and teaching experience/familiarity with instructional materials.
2. The goals and objectives of the project and how they align with strands or standards from the state framework.
3. Explain why this project is needed and its educational importance.
4. How will this project benefit the students, including their learning needs?
5. Explain how students will be recruited, resulting in all or a large number students in the classroom participating.
6. The proposal will include a description of inquiry based activities and/or hands-on projects.
7. Proposal will describe the student skill(s) that will be improved or enhanced through participation in this project
8. Explanation of how the project will show a correlation between activities and career opportunities in the STEM field. (Such as: You will be able to use this information in these careers _____.)
9. Explanation of how the stated goals and objectives will be measured to determine change in the students' knowledge base, including skills. These assessments may be very simple, such as a pre- or post-test. But when possible and practical, a more objective or structured assessment techniques such as formative assessment, journals, data interpretation, and oral presentations should be used.
10. Explanation of how student activities will be evaluated. What type of assessment tools will be used?

11. Explanation of evaluation process used to determine changes in student attitudes towards STEM career choices. This evaluation tool could be a very simple pre- and post project inventory form.
12. Explain how the planned activities will be used throughout the school year or how it will fit within the time periods in which the general coursework utilizes specific science, math or core curriculum. Such as:
 - August 20th- students will be recruited
 - September 15th- the students will develop an identification key, etc.
 - November: Students will have developed a power point project
 - Early December: Class Presentations
13. Identify the community partners who will participate in this project.
14. Explain of how the community will benefit from this project.
15. Explain of how the project will be maintained for a period of several years, including the support from local leadership (administration, counselors, and teachers).
16. Explanation of how the project's success will be evaluated.
17. Explanation of how the project's long term effectiveness will be evaluated.

Project Reporting

The grant requires that every awarded teacher submit a final report within twelve months of receiving the grant. The final report should summarize all science activities supported by the NASA Explorer funding and the strengths and weaknesses of the project.

Check List:

1. Complete the cover letter (**Section II**), three signatures are required.
2. Respond to the twenty questions providing complete concise explanations. (**Section III**). Remember question nine is grade level specific.
3. Proof read and spell check the responses.
4. Provide a detailed budget (**Section IV**).
5. Evaluate your proposal by using the evaluation matrix. This is the scoring sheet that the readers will be using to evaluate your proposal for funding recommendations.
6. Submit by the due date.
7. Should you have any questions please contact Ms. Sharon K. Whitlock (501-683-4404 or email Sharon.whitlock@arkansas.gov).

**NEW STEM EDUCATIONAL PARTNERSHIP GRANTS
PROPOSAL COVER PAGE
SECTION II**

Please use this cover page with ALL signatures with the grant application. Attach Narrative and Budget pages before submission.

APPLICANT INFORMATION:

Name of Applicant		Applicant's email address	
Name of School		Name of Principal	
School District		School District Tax ID#	
School Address		City	
Zip		County	
School Phone		School Fax	
Applicant's highest educational degree.		Number of years the applicant has taught.	
Which grade level and number of classroom sections/classes will use the grant?		Average number of students in each section/class.	
Total number of students being served by grant.		Community Partner	

PROJECT SUMMARY (Limit: 100 words or less, single-spaced, 10 font, typed.)

TITLE:

These signatures must be in place before application will be accepted.

Intellectual Property: I, _____, understand that materials used from a public website, professional development workshops, and/or modified from similar resource materials will be duly referenced. I also acknowledge that the Winthrop Rockefeller Foundation will retain intellectual property rights should any newly created activities be generated by the funded projects.

Signature of Applicant: _____ **Date:** _____

Signature of Principal: _____ **Date:** _____

NEW STEM EDUCATIONAL PARTNERSHIP GRANTS
PROJECT NARRATIVE
Section III

Directions: Use 12 point font, single-spaced, typed pages. When *responding to each question* please include the question number and question with your responses.

1. Applicant's training in science, math, and/or core curriculum and teaching experience/familiarity with instructional materials.
2. Identify the goals and objectives for the project and how they align with standards or standards from the state framework?
3. Explain why this project is needed and its educational importance.
4. Explain how this project will benefit the students, including their learning needs.
5. Explain how students will be recruited, resulting in all or large number of students in the classroom participating.
6. Explain how the project design demonstrates inquiry based and/or hands on activities.
7. Explain how student skill(s) will be improved or enhanced through participation in this project.
8. Explain how this project will show a correlation between activities and career opportunities in the STEM field. (Such as: You will be able to use this information in these careers_____.)
9. Explain how the stated goals and objectives will be measured to determine change in the students' knowledge base, including skills. These assessments may be very simple, such as a pre- or post-test. But when possible and practical, a more objective or structured assessment techniques such as formative assessment, journals, data interpretation, and oral presentations should be used.
10. Explain how student activities will be evaluated. Discuss the type of assessment tool to be used.
11. Explain the evaluation process used to determine changes in student attitudes towards STEM career choices. This evaluation tool could be a very simple pre- and post project inventory form.
12. Explain how the planned activities will be used throughout the school year or how it will fit within the time periods in which the general coursework utilizes specific science, math or core curriculum. Such as: August 20th - students will be recruited
September 15th - the students will develop an identification key, etc.
November: Students will have developed a power point project
Early December: Class Presentations
13. Identify the community partners who will participate in this project.
14. Explain how the community will benefit from this project.
15. Explain how the project will be maintained for a period of several years, including the support from local leadership (administration, counselors, and teachers).
16. Explain of how the project's success will be evaluated.
17. Explain of how the project's long term effectiveness will be evaluated.

**NEW STEM EDUCATIONAL PARTNERSHIP GRANTS
DETAILED BUDGET
Section IV**

Use 12 point font, single-spaced, typed, and **ONE** page maximum. Consumable technology & equipment are allowed. Books, computers, & standard laboratory are NOT allowed. If you should have any questions please contact Ms. Sharon K. Whitlock (501-683-4404 or email Sharon.whitlock@arkansas.gov)

Budget & Budget Explanation