



Request for Proposals 2016-17

North Dakota Career and Technical Education

Request for Proposals: Grants for Innovation

Title: Grants for Innovation

Eligible Recipients: Elementary or secondary teachers or schools and institutions of higher education.

Funding Period: July 1, 2016 to June 1, 2017

Proposal Deadline: Must be received in the CTE office by September 16, 2016

Total Funds Available: \$56,000

Allocation of Funds

- Mini-Grant
This non-matching grant will be available to K-12 teachers and/or schools for a maximum amount of \$2000.
- K-12 Matching Grant
This grant will be available to K-12 teachers and/or schools for a maximum amount of \$3500. This grant will require a detailed budget showing a dollar-for-dollar match for the requested funding from CTE. Dollar-for-dollar matching funds for grant recipients may come from public source, private source or any combination of public and private sources.
- Post-Secondary Matching Grant
This grant will be available to post-secondary institutions for the purpose of providing innovative STEM programs for K-12 students. The maximum allowable amount for this grant is \$8000. Dollar-for-dollar matching funds for grant recipients may come from public source, private source or any combination of public and private sources.

Projects may begin upon approval and must be completed no later than June 1, 2017. Final reports may be submitted immediately upon completion of the project, but must be submitted no later than June 1, 2017.

Goal/Purpose

To provide new, innovative science, technology, engineering or innovation programs for students in kindergarten through grade twelve with preference given to projects involving robotics competition.

Activities

Proposals could focus on, but is not limited to, one of the following:

- FIRST Robotics (Ex. FIRST LEGO League, FIRST Tech Challenge, FIRST Robotics Challenge)
- BEST Robotics (Ex. Bison BEST, Blue Hawk BEST)
- Other innovative programs relating to STEM

Format

Proposals should not exceed 3 pages, 12 pt. font. Please include the following:

1. Description of Participant(s)

The description should include the number of planned participants, who the target participants will be (grade level, M/F, school and district), and the teachers, coaches or mentors that are involved.

2. **Description of Activity**

The description should include details of all activities planned including starting and ending dates and contests to be entered, if applicable.

3. **Budget & Matching Funds**

Provide a budget describing all expenditures that will be used to implement this project. If this proposal is over \$2000, this grant requires a dollar for dollar match. Both the total amount of the grant request and the matching funds, along with their source, must be shown within the proposal.

4. **State Forms**

Complete and attach the following forms, if applicable:

- SFN 15275 (Funding Application Budget)
- SFN 15274 (Funding Application Cover Sheet)
- SFN 15263 (Equipment and Instructional Materials Request)

They can be found at <http://www.nd.gov/cte/forms> and will not count against the three page limit.

5. **Reimbursement**

A final report will be required that includes a completed Request for Interim Reimbursement (SFN 15251) **and a brief (one page) description of activities, outcomes, and number of students involved.**

The following additional completed forms should be submitted, if necessary:

- Equipment and Instructional Materials Request (SFN 15263) with actual purchase information
- Travel reimbursement form (SFN 50521) with actual travel expenses

Annual Plans and Reimbursement will be handled through the CTE Budgeting and Reimbursement Processes (BRP) online system. If there are questions, contact Don Fischer using the information provided below.

Selection Criteria

All applications will be reviewed to determine appropriateness, completeness and innovation. Applications will be reviews by the Grants for Innovation Committee and awards will be made on the merit of the application. Priority will be given to applications involving robotics competition and new applicants.

Expenditures

Funds may be used for **equipment, consumables, travel, and registration fees.** Funds may NOT be used for salaries or stipends to individuals or for purposes of supplanting state and local funds and thus cannot be used to fund existing state funded programs.

**The grant information can be found online at <http://www.nd.gov/cte/projects/grants/>
Proposals (by mail or e-mail) must be received by **September 16, 2016****

Send Grant Applications to:

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