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### Funding Opportunity

**Applications Due:** Wednesday, February 28, 2018, by 11:59 pm

**Application Information Webinar:** Tuesday, January 30, 2018, 10:00-11:00 am

**Intent to Apply Due:** Friday, February 2, 2018, by 11:59 pm

**Colorado’s Computer Science Education (CSed) Grants for Teachers Program**

**Pursuant to: 22-97-101 C.R.S.**

**For program questions contact:**

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**Colorado Department of Education**

**Office of Standards and Instructional Support**

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Table of Contents

[Introduction 3](#_Toc503870757)

[Eligible Applicants 3](#_Toc503870758)

[Available Funds 3](#_Toc503870759)

[Allowable Use of Funds 3](#_Toc503870760)

[Application Timeline 3](#_Toc503870761)

[Duration of Grant 4](#_Toc503870762)

[Technical Assistance 5](#_Toc503870763)

[Submission Process and Deadline 5](#_Toc503870764)

[Required Elements 6](#_Toc503870765)

[Application Scoring 10](#_Toc503870769)

[Selection Criteria & Evaluation Rubric 11](#_Toc503870770)

[Appendix A: Intent to Apply 14](#_Toc503870773)

[Appendix B: Grant Report Template 15](#_Toc503870774)

[Appendix C: End-of-Year Reporting Guiding Questions 17](#_Toc503870775)

# Colorado’s Computer Science Education Grants for Teachers Program Applications Due: Wednesday, February 28, 2018 by 11:59 pm

# Introduction

Computer science (CS) is a critical area of growth for Colorado’s economy, and thousands of computing jobs in the state remain unfilled each year.  Providing rigorous standards for computer science and increasing access to high-quality computer science training programs will help ensure that more students master computer science skills that lead to rewarding, high-paying, and in-demand careers. Inherent in this call to action is the need for educators to be trained in computer science principles and practices.

Senate Bill 17-296 was passed in 2017 and called for the General Assembly to appropriate funds for Computer Science Education (CSed) Grants for Teachers. The main purpose of the grant is to promote intensive, high-quality professional learning activities that focus on increasing teachers’ computer science content knowledge.

This grant program exists to promote the postsecondary education of eligible teachers who teach or wish to teach computer science in public schools.

# Eligible Applicants

Public local education agencies must apply for funds on behalf of teachers. Individual teachers are not eligible to receive grant funding directly from the Colorado Department of Education (CDE).

Local Education Agencies (LEAs) are eligible to apply for this opportunity. An eligible LEA is:

* A School District;
* A Board of Cooperative Services (BOCES); and
* The Charter School Institute.

Applications will not be accepted from individual schools, but must be authorized and submitted through their LEA. A charter school’s authorizer will be the fiscal agent, if funded.

Available grant funding will be distributed to LEAs with school(s) demonstrating high need based on Priority Criteria. Priority will be given to the following:

* Rural LEAs;
* LEAs that serve a high-poverty student population; and
* LEAs that serve a high number of minority students.

# Available Funds

Approximately $440,000 of funding is available for the 2017-18 school year. Individual grants will be awarded up to $10,000.

# Allowable Use of Funds

Funds may be used for one or more of the following activities:

* Professional development tuition, fees, and/or training program costs
* Professional development books and/or materials

Any equipment purchases must be reasonable and necessary to support the allowable activities described above. Funds must be expended by June 30, 2018.

# Application Timeline

|  |  |
| --- | --- |
| **January 30, 2018** | Application training webinar  |
| **February 2, 2018** | LEAs interested in applying submit a letter of intent |
| **February 28, 2018** | Applications due to CDE |
| **March 19, 2018** | Review of applications |
| **April 13, 2018** | Applicants will be notified of final award status |
| **May 1, 2018** | Grant funds distributed |
| **June 30, 2018** | Grant funds must be dispersed by June 30, 2018 |
| **September 30, 2018** | LEAs receiving grants will work with CDE to finalize grant activities, budget and an implementation timeline  |

# Duration of Grant

Grants will be awarded for a one-year term in the 2017-2018 fiscal year. Additional grant funding opportunities for subsequent years will be contingent upon annual appropriations by the General Assembly. Funds must be dispersed by **June 30, 2018**. There will be no carryover of funds.

**Reporting and Evaluation**

Each LEA that receives a grant through the Computer Science Education Grants for Teachers Program is required to report, at a minimum, the following information to the Department on or before **September 30, 2018**:

* Number of teachers who benefitted from the grant;
* The outcomes of the grant, including the postsecondary courses, degrees, training programs, or industry-recognized certificates completed and the education provider that provided the education;
* The amount of funding each grantee dedicated toward allowable expenses, including tuition, fees, training programs, books, and/or materials on behalf of teachers; and
* The expected impact of the additional teacher training and education on students.

See **Appendix C** for the 2018 End-of Year Program Report Questions.

**Data Privacy**

CDE takes seriously its obligation to protect the privacy of student Personally Identifiable Information (PII) collected, used, shared, and stored. PII will not be collected through the Computer Science Education Grant for Teachers Program. All program evaluation data will be collected in the aggregate and will be used, shared, and stored in compliance with CDE’s privacy and security policies and procedures.

Please note: Documents submitted must not contain any personally identifiable student or educator information including names, identification numbers, or anything that could identify an individual. All data should be referenced/included in the aggregate and the aggregate counts should be redacted to remove small numbers under 16 for students or 5 for educators.

**Review Process and Timeline**

Applications will be reviewed by CDE staff and peer reviewers to ensure they contain all required components. Applicants will be notified of final award status no later than **Friday,** **April 13, 2018**.

**Note:** This is a competitive process – applicants must score at least 80 points out of the 100 possible points to be approved for funding (see the Selection Criteria and Evaluation Rubric below). Applications that score below 80 points may be asked to submit revisions that would bring the application up to a fundable level. There is no guarantee that submitting an application will result in funding or funding at the requested level. All award decisions are final. Applicants that do not meet the qualifications may reapply for future grant opportunities.

The State Board of Education will approve grant recommendations by April 12, 2018.

# Technical Assistance

An application training webinar will be held on **Tuesday, January 30, 2018 from 10:00-11:00 am**. Register for this technical assistance via Eventbrite at <https://csedgrant2018webinar.eventbrite.com>. If you have questions or issues regarding registration, please email CompetitiveGrants@cde.state.co.us.

If interested in applying for this funding opportunity, please submit the Intent to Apply (see **Appendix A**) via SurveyMonkey at <https://www.surveymonkey.com/r/CSedgrant2018_loi> by **Friday, February 2, 2018 at 11:59 pm**.

LEAs receiving a grant may request technical assistance from CDE staff for the duration of the grant.

# Submission Process and Deadline

**One electronic copy of the application and electronic budget must be submitted to** CompetitiveGrants@cde.state.co.usby February 28, 2018 at 11:59 p.m. The electronic version should include all required elements of the application as one document. Please attach the electronic budget workbook as a separate document to the email. Incomplete or late applications will not be considered. If you do not receive an email confirmation of receipt of your application within 24 hours of the deadline, please email CompetitiveGrants@cde.state.co.us.

Application materials and budget are available for download on the CDE website at: <http://www.cde.state.co.us/coscience/computerscience>.

Submit the electronic copy of the application and electronic budget to: CompetitiveGrants@cde.state.co.us

By: **Wednesday, February 28, 2018 at 11:59 pm**

**Application Format**

* The total narrative (Sections A-D) of the application cannot exceed 10 pages. Please see below for the required elements of the application. Note: Applications that exceed 10 pages will not be reviewed.
* All pages must be standard letter size, 8-1/2” x 11” using 12-point font and single-spaced with 1-inch margins and numbered pages.
* The signature page must include original signatures of the lead organization/fiscal agent.

# Required Elements

The format outlined below must be followed in order to assure consistent application of the evaluation criteria. See evaluation rubric for specific selection criteria needed in Part II (pages 11-13).

Part I: Application Introduction (not scored):

Part IA: Cover Page – Applicant Information

Part IB: Program Assurances Form

Project Abstract

Table of Contents

Part II: Narrative:

Section A: Executive Summary

Section B: Needs Assessment

Section C: Professional Development Plan

Section D: Budget Narrative & Electronic Budget

**Colorado’s Computer Science Education Grants for Teachers Program**

**Due by: Wednesday, February 28, 2018 by 11:59 pm**

**Part IA: Cover Page – Applicant Information**

|  |
| --- |
| **Lead Local Education Agency (LEA)/BOCES Information** |
| **LEA/BOCES Name:** |  | **LEA/BOCES Code:** |  |
| **Mailing Address:** |  | **DUNS** #: |  |
| **Type of Education Provider**(check box below that best describes your organization or authorizer) |
| **[ ]** School District **[ ]** BOCES **[ ]** Facility School  **[ ]** Charter School Institute |
| **Region**(indicate region of Colorado this program will directly impact) |
| **[ ]** Metro **[ ]** Pikes Peak **[ ]** North Central **[ ]** Northwest**[ ]** West Central **[ ]** Southwest **[ ]** Southeast **[ ]** Northeast |
| **Recipient Schools**(list all schools impacted by this funding – additional rows may be added) |
|  |  |
|  |  |
|  |  |
| **Authorized Representative Information** |
| **Name:** |  | **Title:** |  |
| **Telephone:** |  | **E-mail:** |  |
| **Signature:** |  |
| **Program Contact Information** |
| **Name:** |  | **Title:** |  |
| **Telephone:** |  | **E-mail:** |  |
| **Signature:** |  |
| **Fiscal Manager Information** |
| **Name:** |  |
| **Telephone:** |  | **E-mail:** |  |
| **Signature:** |  |
|  |
| **Amount of Funding Requested:** |  |

**Note:** If grant is approved, funding will not be awarded until all signatures are in place. Please attempt to obtain all signatures before submitting the application.

Complete and attach after Cover Page. If needed, additional copies of this page should be attached in order to include each participating school.

**Part IB: Signature Page** *(Complete and attach after cover page. If necessary, additional copies of this page may be attached.)*

|  |
| --- |
| **School Information and Signatures** |
| School Name: |  |
| Principal Name:  |  |
| **Principal Signature:** |  |
| Contact Person: |  |
| Mailing Address: |  |
| Phone:  |  | Email:  |  |
| **Contact Signature:** |  |

|  |
| --- |
| **School Information and Signatures** |
| School Name: |  |
| Principal Name:  |  |
| **Principal Signature:** |  |
| Contact Person: |  |
| Mailing Address: |  |
| Phone:  |  | Email:  |  |
| **Contact Signature:** |  |

**Part IC: Assurances Form** *(Complete and attach after cover page)*

# Colorado’s Computer Science Education Grants for Teachers Program

*The School Board President and Board- Appointed Authorized Representative must sign below to indicate their approval of the contents of the application, and the receipt of program funds.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  On | (date) , |  2018, | the Board of |  |

hereby applies for and, if awarded, accepts the state funds requested in this application. In consideration of the receipt of these grant funds, the Board agrees that the General Assurances form for all state funds and the terms therein are specifically incorporated by reference in this application. The Board also certifies that all program and pertinent administrative requirements will be met. In addition, grantees that accept **Colorado’s Computer Science Education Grants for Teachers Program** funding agree to the following assurances:

1. The grantee will annually provide the Colorado Department of Education the evaluation information required on page 4 and in the End-of-Year Report (Appendix B) of the Request for Proposal.
2. The grantee will work with and provide requested data to CDE for the Grant Program within the timeframes specified.
3. The school will not discriminate against anyone regarding race, gender, national origin, color, disability, or age.
4. Funded projects will maintain appropriate fiscal and program records and fiscal audits of this program will be conducted by the grantees as a part of their regular audits.
5. All records of the program will be retained for five years and access to those records will be available for the purposes of review and audit.
6. If any findings of misuse of these funds are discovered, project funds will be returned to CDE.
7. The grantee will maintain sole responsibility for the project even though subcontractors may be used to perform certain services.

|  |  |  |
| --- | --- | --- |
|  |  |  |
| Name of Board/BOCES President |  | Signature of Board/BOCES President |
|  |  |  |
| Name of District Superintendent/BOCES Executive Director/CSI Executive Director |  | Signature of District Superintendent/BOCES Executive Director/CSI Executive Director |
|  |  |  |
| Program Contact |  | Signature of Program Contact |
|  |  |  |

# Selection Criteria and Evaluation Rubric

# Application Scoring (CDE Use Only)

|  |  |  |
| --- | --- | --- |
| **Part I:** | **Application Introduction** | No Points |
| **Part II:** | **Narrative** |  |
|  | Section A: | Executive Summary |  | /15 |
|  | Section B: | Needs Assessment  |  | /37 |
|  | Section C: | Professional Development Plan |  | /35 |
|  | Section D: | Budget Narrative and Electronic Budget Form |  | /13 |
|  |  |  |  |
| **Total:** |  | **/100** |

**GENERAL COMMENTS:** Please indicate support for scoring by including overall strengths and weaknesses. These comments are used on feedback forms to applicants.

**Strengths:**

**Weaknesses:**

**Required Changes:**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **RECOMMENDATION:** | Funded |  |  | Funded with Changes |  |  | Not Funded |  |

# Selection Criteria & Evaluation Rubric

**Part I: Application Introduction (No Points)**

Cover Pages and Assurances

Complete the attached cover pages and assurances page and attach as the first pages of the application.

**Part II: Narrative (100 Points)**

The following criteria will be used by reviewers to evaluate the application as a whole. In order for the application to be recommended for funding, it must receive at least 80 points out of the 100 possible points and all required elements must be addressed. An application that receives a score of 0 on any required elements will not be funded.

|  |  |  |  |
| --- | --- | --- | --- |
| **Section A: Executive Summary** | **Not Addressed or Met No Criteria*****(information not provided)*** | **Met One or More Criteria*****(requires additional clarification)*** | **Met All Criteria*****(concise and thoroughly developed, high quality response)*** |
| 1. Provide a brief description of the proposed CSEd funding. The executive summary must be no more than 500 words and convey the following criteria in a clear and concise manner:
* The need for CSEd funding;
* Types of professional development planned; and
* Major goals of the professional development.
 | 0 | 8 | 15 |
| **Reviewer Comments:** |
| **TOTAL POINTS**  | **/15** |

|  |  |  |  |
| --- | --- | --- | --- |
| **Section B: Needs Assessment** | **Not Addressed or Met No Criteria*****(information not provided)*** | **Met One or More Criteria*****(requires additional clarification)*** | **Met All Criteria*****(concise and thoroughly developed, high quality response)*** |
| 1. Provide a description of the need for a CSEd grant. The description should include applicable gaps in recruitment, development, and retention of qualified and effective teachers in the identified subject area(s).
 | 0 | 5 | 10 |
| 1. Identify the number of teachers, students, and schools that will be served under this program and why they were chosen.
 | 0 | 1 | 3 |
| 1. Describe the process for identifying and recruiting participating teachers including:
* How teacher needs were identified;
* Teachers’ roles in school or district;
* The target number of teachers;
* How teachers will be prioritized;
* Whether participation is voluntary or required; and
* If participation is voluntary, describe the incentives for teachers to participate.
 | 0 | 4 | 8 |
| 1. Describe the current structures for supporting teacher professional development including any supports specific to computer science teachers, and how these structures will be improved by the CSEd grant.
 | 0 | 3 | 6 |
| 1. Identify specific gaps or weaknesses in computer science achievement to be addressed by the proposed CSEd program using relevant data. Be sure to:
* Identify the data used to identify these gaps; and
* Include data for all participating schools (attach if necessary).
 | 0 | 5 | 10 |
| **Reviewer Comments:** |
| **TOTAL POINTS**  | **/37** |

|  |  |  |  |
| --- | --- | --- | --- |
| Section C: Professional Development Plan | **Not Addressed or Met No Criteria*****(information not provided)*** | **Met One or More Criteria*****(requires additional clarification)*** | **Met All Criteria*****(concise and thoroughly developed, high quality response)*** |
| 1. Provide an overview of the professional development plan for the CSEd grant (this can be embedded in an existing district professional development plan as long as the computer science expectations are clearly identifiable). Include specific post-secondary courses, degrees, training programs, industry-recognized certificates, or other means of professional development which teachers will attend.
 | 0 | 5 | 10 |
| 1. Provide a detailed description of recruitment, support, and/or retention activities including:
* What strategies will be used to recruit teachers who have demonstrated subject matter competency or an interest in computer science and wish to teach?
* If recruiting the candidates described above, what activities will support their preparation to become computer science teachers?
* What strategies will be used to retain computer science teachers?
* If licensed teachers will receive support in obtaining an instructional technology endorsement, what activities will provide this support?
* If mentor teachers are utilized, describe the training and support activities they will receive.
* How will the planned activities address the identified needs within Section B, Needs Assessment?
 | 0 | 7 | 15 |
| 1. Provide a description of how the activities described in the above section should impact the content knowledge and teaching skills of participating teachers.
 | 0 | 3 | 5 |
| 1. Provide a timeline describing the professional development activities in relation to the participants teaching computer science courses. Briefly describe how existing courses will be improved, and/or describe new computer science courses.
 | 0 | 3 | 5 |
| **Please use the following chart to complete the item above:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Date** | **Activity** | **Participants** | **Person/ Partner Responsible** | **Interim Benchmarks** | **# of Contact Hours Planned** |
|  |  |  |  |  |  |

 |
| **Reviewer Comments:** |
| **TOTAL POINTS** |  | **/35** |

|  |  |  |  |
| --- | --- | --- | --- |
| Section D: Budget Narrative & Electronic Budget *(Electronic Budget Form does not count toward page limit)* | **Not Addressed or Met No Criteria*****(information not provided)*** | **Met One or More Criteria*****(requires additional clarification)*** | **Met All Criteria*****(concise and thoroughly developed, high quality response)*** |
| 1. Describe all expenditures contained in the electronic budget in the budget narrative and connected to the professional development objectives and activities. The costs of the proposal (as presented in the electronic budget and budget narrative) should be reasonable and the budget sufficient in relation to the objectives, design, scope and sustainability of professional development activities.
 | 0 | 3 | 7 |
| 1. Clearly address how the funds awarded under the program will be used to supplement the level of funds available for authorized programs and activities, and will **not supplant** any federal, state, local or non-federal funds.
 | 0 | 1 | 3 |
| 1. Describe a clear and well-conceived plan for how the proposed professional development will be continued once the grant dollars have expired. For example, how will effective computer science teachers be recruited and retained once grant funds are no longer available?
 | 0 | 1 | 3 |
| **Reviewer Comments:** |
| **TOTAL POINTS** |  | **/13** |

# Appendix A: Intent to Apply

The Intent to Apply form for the CSEd Grant Program is due **February 2, 2018, by 11:59 pm**. Submit online via SurveyMonkey at: <https://www.surveymonkey.com/r/CSedgrant2018_loi>.



# Appendix B: Grant Report Template

***To be completed after award is received, due by September 30, 2018.***

The Colorado State Board of Education requires specific information about the use of the CSEd grants. Please provide as much information on the following subjects as possible to facilitate the future of the CSEd grant program. Please include the following data along with any other pertinent information.

*Please do not use teacher or student names.*

**Teacher Demographics**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Number of teachers benefitting from the grant | Teacher 1 | Teacher 2 | Teacher 3 |  |  |
| Amount of money given to teacher |  |  |  |  |  |
| Specific professional development application of grant funds |  |  |  |  |  |
| Grades taught |  |  |  |  |  |
| CS course taught 2017-18 |  |  |  |  |  |
| CS courses planned to teach in 2018-19 |  |  |  |  |  |
| Number CS students taught in 2017-18 |  |  |  |  |  |
| Number of CS students planned to teach in 2018-19 |  |  |  |  |  |
| Full-time or part-time teacher |  |  |  |  |  |
| Anticipated plan to retain educator within the school system  |  |  |  |  |  |
| Endorsements |  |  |  |  |  |

**Student Demographics**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| District Name |  |  |  |  |
| District Location |  |  |  |  |
| Total student population |  |  |  |  |
| CS course student population |  |  |  |  |
| Racial/ethnic student population by percent |  |  |  |  |
| Student socio-economic status by percent |  |  |  |  |

**CS Education Impact**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | 9th grade | 10th grade | 11th grade | 12th grade | Total |
| CS credits offered |  |  |  |  |  |
| CS credits completed |  |  |  |  |  |
| AP Computer Science courses |  |  |  |  |  |
| IB Computer Science courses |  |  |  |  |  |
| Other CS Certifications |  |  |  |  |  |
| Other CS courses |  |  |  |  |  |
| Male / female student ratio in all CS courses |  |  |  |  |  |
| CS student demographics by race / ethnicity |  |  |  |  |  |
| Use of private sector collaboration |  |  |  |  |  |

**Anticipated CS Needs**

|  |
| --- |
| What are your greatest needs related to computer science? |

|  |
| --- |
| What would help your district attract and retain computer science teachers? |

|  |
| --- |
| What are your district plans regarding future computer science courses? |

# Appendix C: End-of-Year Reporting Guiding Questions *(use the Grant Report Template in Appendix B to answer the questions)*

Teacher Impact

* How many teachers benefitted from grant funds?
* If the district did not directly provide computer science professional development, what training did they attend, what institution/entity provided the training and how much funding did each teacher receive to attend the professional development opportunity?

Professional Development Outcomes

* Courses taken? Completion and success rate?
* Degrees, programs completed, or certifications obtained?
* Professional development related the pursuit or completion of the Instructional Technology added endorsement?

Expected Impact on Students

* How many students are being taught computer science from the teachers who received CSEd grant funds?
* How many computer science courses does your district offer?
* How many AP or IB computer science courses does your district offer?
* How many new CS courses are you offering as a result of the CSEd professional development funds?
* How many minority students are taking CS courses?
* How many high-poverty students are taking CS courses?
* What is the male/female ratio in your CS courses?

Anticipated CS Needs

* What are your greatest needs related to computer science?
* What would help your district attract and retain computer science teachers?
* What are your district plans regarding future computer science courses?