**Iowa STEM Scale-Up Program**

**Request for Proposals**

**2024-2025**

**Iowa STEM Scale-Up Program Request for Proposals 2024-2025**

**Organization**

**Iowa STEM Scale-Up Program Request for Proposals 2024-2025**

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Response Planning Worksheet: Iowa STEM Scale-Up Program RFP

The purpose of this document is to help you prepare your responses for the Request for Proposal (RFP). The questions below are the in the same order as they appear in the online platform. You may cut and paste your responses from this form, or another document, into the online platform. Your final proposal must be submitted through the STEM Council’s online application portal.

Questions that require a response are marked with an asterisk (\*). For frequently asked questions, timeline and rubric, visit https://iowastem.org/scaleup-provider-application.

Name of Organization (Program Provider) \*

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State\*

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Zip Code\*

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Employer Identification Number (EIN)\*

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Congressional District

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Registered in System for Award Management (SAM)? \*

* Yes
* No

Organization Type\* (choose one)

* County Government
* For-Profit Organization (Other than Small Business)
* Nonprofit with 501C3 IRS Status (Other than Institution of Higher Education)
* Nonprofit without 501C3 IRS Status (Other than Institution of Higher Education)
* Private Institution of Higher Education
* Public/State Controlled Institution of Higher Education
* Small Business
* State Government
* Other

**PRIMARY CONTACT**

Primary Contact First Name\*

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Phone Number (Ex. 111-111-1111) \*

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Administrative Contact

Administrative Contact First Name\*

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Financial Contact

Financial Contact First Name\*

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Authorized Official

Authorized Official First Name\*

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Add Additional Contact

Optional: Additional Contact.  To skip, scroll down and click to the next section.

Optional: Additional Contact First Name

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Optional: Additional Contact Last Name

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Optional: Additional Contact Title

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Optional: Additional Contact Telephone

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Optional: Additional Contact Email

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Optional: Confirm Additional Contact Email

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Information pertaining to the STEM Program

(A proposal is required is required for each STEM Program being considered.)

Program Name (Note: If multiple programs are being considered, programs that require a separate training must be submitted as a separate proposal.) \*

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URL to obtain additional info on the program\*

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URL for program video (Please include a URL of a video that demonstrates the program - under 5 minutes)

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Program implementation options \*

* Both
* In School
* Out of School

The program serves the following grade levels (Choose all that apply). \*  Note: Drag the mouse to select multiple grade levels. Some computers may require holding down the shift button to select multiple grade levels.

* Pre-K
* TK
* K
* 1
* 2
* 3
* 4
* 5
* 6
* 7
* 8
* 9
* 10
* 11
* 12

List credentials and certifications the program has earned (2500 character limit)

Program summary (1000 character limit).  Include: origin, validation, need being met; content and practices engaged in by learners; and connection to STEM in the world of work. \*

Q1. Provide evidence of effect (2500 character limit). Include: summary of evaluation tactics; summary of findings of benefits to students, educators, others (content and skills growth, attitudes and intentions, etc); cite an instance where assessment informed program practices; and indicate source of evaluative evidence - external or internal.  If internal, identify the evaluation entity. \*

Q2. Iowa Core Standards (1500 character limit) Describe how the program integrates with 21st Century Learning Skills and the Iowa Core Curriculum, including Iowa Core Science Standards, and Iowa Core Mathematics Standards. And please note specific standards addressed in each of the applicable areas. If you intend to scale-up a longer unit, semester program or full-school-year class, please pull out a minimum of 5 of the strongest curricular ties to Iowa’s core STEM curriculum. (For example. Iowa Core—Math 2.OA.A.1. Represent and solve problems using addition and subtraction. Then explain how the standard will be aligned to curriculum and activities within the Scale-Up project, citing specific examples from the activities. In addition, please describe any Cross-Curricular standards your program has to areas such as Literacy, Social Studies, the Arts, or Culture. For more information about the Iowa Core, which includes 21st Century Skills and Cross-Curricular Standards: https://iowacore.gov/)\*

Q3. Scalability (2500 character limit) Describe your program and its scalability for Iowa students. (A Program may be awarded to 5 educators or 300 educators throughout the State.) Demonstrate the program can do the following: Be replicated to numerous, diverse new sites. Successful Scale-Up Programs should demonstrate the capacity to expand the delivery model beyond the original site and sustain continuity of program outcomes over time. Possess the infrastructure to handle significant growth. What infrastructure in Iowa will you establish or utilize to sustain the program? Demonstrate capacity. If possible, provide examples of successful program expansion/replication. The means to provide clear, continuous communication of project results that invites new Scale-Up Program sites. Ability to work with local sites to adapt to local conditions. \*

Q4. Professional development/training: (1500 character limit) Please provide a detailed description of how the professional development/training associated with your program will strengthen Iowa’s STEM educators’ pedagogy and content knowledge, provide sustained support, and equip educators to connect student learning within the context of Iowa communities and careers. Include an agenda for professional development/training that includes time spent on each portion of the training. \*

\*\*\*All organizations offering to provide a program to scale in Iowa are expected to provide professional development/training and obtain evidence of educator attendance (ex: sign in sheet) at training before remitting materials to educators or seeking payment from the Iowa STEM Council. \*\*\*

Q4.1 How will the initial professional development/training be delivered? \*

* In person, face-to-face in Iowa
* Virtual, live and synchronous

Q4.2 Where will professional development/training be delivered in Iowa? (Iowa STEM Regional Map <https://www.iowastem.org/regions>)\*

* Both
* Statewide
* Regional

Q4.3 Describe how professional development/training will be delivered during the award year. (2500-character limit) \*

Q4.4 Minimum number of educators needed to conduct one training session? \*

Q4.5 Maximum number of educators allowed to conduct one training session? \*

Q4.6 Total number of days for your organization to conduct professional development/training for the program? \*

* Half day (3-4 hours)
* One Day (6-8 hours)
* Two Days (6-8 hours per day)
* One Week
* Two Weeks
* Other (Be sure to explain in question 4.3.)

Q4.7 Is one professional development/training session conducted over consecutive days? \*

* Yes
* No

Q5. Evidence of Effectiveness in Engaging Diverse Learners (2500 character limit) Provide evidence of the program’s effectiveness (including each unit of the program) in successfully reaching and engaging all students, especially those from groups under-represented in STEM. Under-represented groups include African Americans, Latino/as, English language learners, students with disabilities, low socioeconomic status, low test scores, rural, and females (For example, provide evidence that your program successfully recruits and retains females in physical sciences, technology, engineering, and mathematics.) \*

Q6. Connection to the World of Work (1500 character limit) Provide evidence on how students connect between learning and the world of work. Highlight connections that relate to key industries in Iowa, including agriculture, advanced manufacturing, information technology, finance, and health careers. \*

Q7. Program budget:  What is the budget for the program being proposed for scaling? Upload proposed budget below. A link to the required budget template and allowable costs is available at https://iowastem.org/scaleup-provider-application Note: Providers selected for scaling their programs in Iowa must be prepared to function on a cost-reimbursement financial arrangement. Indirect, Admin, etc. may be accounted for in the Budget; however, may not exceed 5% of the unit cost. The cost must be incorporated into the unit price and identified in the Detailed Budget Description. Educators awarded the program must attend professional development/training or forfeit program materials. The following items will NOT be covered by Scale-Up Program funds. Items in these categories may be listed as “cost-share” (see below) Hosting state-wide events including contests, competitions, social activities, ceremonies, receptions or entertainment. Website design and maintenance. General fundraising. Construction or renovation of existing buildings. General operational expenses/support (unless clearly categorized under an allowable expense). General public relations or advertising. Contributions to endowments. \*

Q7.1 Describe the materials provided to educators. For example: Direct links to kits (showing kit names and materials provided in a kit) and cost. List materials and costs included. \*

Q7.2 One kit can serve up to how many youths? \*

Q7.3 Can the program materials be reused multiple times during the day or semester?  Educators may use the program materials with multiple youth groups during the day or semester. For example, there might be instances where materials could be shared, but sharing creates a logistical challenge (i.e. taking items apart between sessions). \*

* Yes
* No

Q7.4 If not, please explain how the program materials are best used? (2500 character limit)

Q7.5 Does this proposal include travel support for an educator to attend professional development? \* The Program Provider may provide travel support for an educator to attend professional development/training. (Upon evidence of an educator attending professional development/training, the Iowa STEM Council would reimburse the Program Provider)\*

* Yes
* No

Q7.6 Does this proposal include any of the following for an educator to attend professional development? The Program Provider may provide sub-pay and/or personal stipend for an educator to attend professional development/training. (Upon evidence of an educator attending professional development/training, the Iowa STEM Council would reimburse the Program Provider). \*

* Sub-pay
* Personal Stipend
* Both
* Neither

Q7.7 If sub-pay and/or personal stipend is/are offered, explain how your organization will administer the distribution of funds. (1500 character limit)

Q7.8 What are the costs to an awardee to sustain the program? (1500 character limit) Costs may include subscription renewals/program costs, replacing consumable materials, cost to train a new educator, etc. This will be published so educators applying for the program can create a plan to sustain the program beyond the award year. \*

Q8. Supporting documentation: Please upload supporting documentation (Acceptable file types include: Excel, PDF, Word, and JPEG.  A file may not exceed 10MB.) NOTE: ONLY ATTACH A DOCUMENT IF IT IS REFERENCED IN THE RESPONSE TO A QUESTION ABOVE

Resume of the lead contact for Iowa\*

Additional supporting document 1.  Optional. Only attach if referenced in a response to a question above.

Additional supporting document 2. Optional. Only attach if referenced in a response to a question above.

Additional supporting document 3. Optional. Only attach if referenced in a response to a question above.

Additional supporting document 4. Optional. Only attach if referenced in a response to a question above.

Additional supporting document 5. Optional. Only attach if referenced in a response to a question above.

Q9. Returning Program Providers (1500 character limit) If the budget proposed this year has changed from a previous year, please explain why.

Q10. Cost-sharing for Scale-Up program (1500 character limit) If applicable, describe the organization's cost-share plan that offsets Iowa’s investment. Include supporting organizations and type of support (in-kind or financial). Indicate whether the cost-share has been secured at the time of submission or is pending. Provide assurance that the cost-share will equally benefit all regions of Iowa. \*

Q11. How did you find out about the Iowa STEM Scale-Up Request for Proposals? \*

* Conference
* Current Provider
* Community Partner
* Iowa STEM Regional Manager
* Iowa Educator
* Iowa Governor’s STEM Advisory Council Website
* Iowa Governor’s STEM Advisory Council Newsletter
* Social Media Advertisement
* Social Media Post
* Other

To submit, please click the "ARROW" button at the bottom of the screen.