New Hampshire
Department of Education

Robotics Education Development Program Grants Request for Applications 2022-2023

Relevant Legislation: RSA 188-E:24a, Robotics Education Development Program and Robotics Education Fund

Overview: The New Hampshire Department of Education will issue competitive grants to NH public and public charter schools that meet eligibility requirements for financing the establishment of a robotics team and its participation in competitive events. Responses to this request for applications received by the deadline will scored by independent peer reviewers. The primary purpose of these grants is to motivate public and charter school students to pursue educational and career opportunities in science, technology, engineering, and mathematics, while building critical life and work-related skills.

Directions:

1.) Review the following RFA details to ensure that the school's program meets eligibility requirements and that all grant application materials and requisites can be provided at the time of application submission.
2.) Submit the Robotics Education Development Grant Application - Applications will be accepted as funds are still available.
3.) While there is no award minimum or maximum amount for each proposal, the estimated budget for each proposal is $2,000 to $15,000.00. Robotics Grant Budget Template

Section 1: Eligibility

1. **Must be for students at a public or public charter school**—Proposals must be submitted by the school or the school district on behalf of the school.

2. **The school must have an established partnership with a at least one sponsor** – Proposals must include a valid letter of commitment from at least one sponsor, business entity, or institution of higher education for the purpose of participation in a robotics competition.

3. **Participation in a robotics competition** – Proposals must include the identification of at least one competitive event in which the program will participate.

Absolute Priority:

1. **Expanding Participation** – Proposals that focus on how the funding will expand or increase the number of students served through the use of funds (Up to 30 points in the "Alignment to Absolute Priority 1" domain in the scoring rubric)
   Note: The NHDOE will not accept applications that do not meet this competitive priority.

Competitive Preference Priorities:

1. **Schools with a higher percentage of eligible students**—Proposals from schools that serve a higher percentage of students in the school's average daily membership in attendance who are eligible for free or reduced-price meal as defined by RSA 198:38, VII. (Up to 5 points in the "Alignment to Competitive Preference Priority 1" domain in the scoring rubric)
   Note: The NHDOE will accept applications that do not meet this competitive priority but such applications will receive 0 points under competitive preference priority 1.

2. **Schools that currently do not have a Robotics Program**- Proposals from schools that do not currently have a robotics program and require funding to initiate establishment of a robotics program (Up to 5 points in the "Alignment to Competitive Preference Priority 3" domain in the scoring rubric)
   Note: The NHDOE will accept applications that do not meet this competitive priority but such applications will receive 0 points under competitive preference priority 2.

At minimum, the proposal must include a description of how the program will meet the goals of establishing the robotics program at the school and a description of the competitive event(s), including location and date that the team will participate.

Application Template Prompts

Section 2: School Information

Please complete all information. Incomplete applications will not be accepted.

a. School name and administrator information, district and superintendent information, and business administrator information are required as they are the main contacts for the fiscal administration of the grant. Distribution of grant funds by the Department of Education is completed through the Grants Management System (GMS). Your district i4see coordinator must assign permissions to manage the grant.
b. Prior approval from the school principal/administrator and district superintendent for the submission of the grant application is required as they have school board authority for fiscal administration of the grant and agreement to grant assurances.
c. School percentage of students that are eligible for free or reduced-price meal (as definied by RSA 198:38, VII). See "Competitive Preference Priority 1" domain in the scoring rubric.

Section 3: Team Information

Please complete all information. Incomplete applications will not be accepted.

i. Program advisor/coach information. This will be used in communications on the status of grant application and fund distribution.
ii. Number of students currently and the number of students that the program intends to serve additionally. See "Absolute Priority 1" domain in the scoring rubric.
iii. Participation in at least 1 Robotics Competition is a grant eligibility requirement. Description of the type of event the program will participate in including the name of the event, the location of the event, and the date of the event is required.

Section 4: Partnering Organization Information

Partnering organization must be a sponsor, business entity or institution of higher education. Please complete all information. Incomplete applications will not be accepted.

a. Name of partner organization and name of the contact from the partner organization that is committing to providing support to the program.
b. Letter of commitment from partnering organization is a grant eligibility requirement. Valid letters of commitment include a signature from the partner organization contact.
c. Description of how the partnering organization will support the program and if a match will be provided to the program.

Section 5: Budget

Complete the budget spreadsheet. A template can be accessed at Robotics Grant Budget Template. A 1-year budget is required and applications will not be accepted without the inclusion of a 1-year budget.

a. The determined funding amount is based on need so please be as close to exact as possible with budget and funding requests. Include funds from other income sources and/or partner match if applicable. Include budget items funded from other income sources and/or partner match if applicable.

b. Grant funds shall be limited to the purchase of:

i. Robotics kits, parts and tools. Items that are not allowable include giveaways, banners, food, etc.

ii. Stipends for coaches/advisors will not exceed $2,000. Taxes and benefits must either be included in this amount or covered by the district. Determination of stipend rates are set by the district. See your business administrator for the approved district stipend rate.

iii. Registration fees and competition fees.

iv. Transportation to events/competitions. Include a rate. For example, include an estimated number of miles and the Federal mileage rate (available at https://www.gsa.gov/travel/plan-book/transportation-airfare-pov-etc/privately-owned-vehicle- pov-mileage-reimbursement-rates). For transportation costs such as student transportation by bus, use the estimated number of trips and cost per trip. Transportation costs will not exceed $1,200.

v. Team Shirts for students are allowable at a rate of $15 per student. Include the rate and number of students.

c. While there is no award minimum or maximum amount for each proposal, the estimated budget for each proposal is $2,000 to $15,000.00.

Budget Template Example

Allowable Items for the Robotics Education Program Grant	**Maximum Amount Allowable for Grant Request**	**Grant Request Year 1**		**Partner Match**	**Other income**	**Total Item Cost**
Robotics Kits, Parts, Tools	**No max**					
Registration Fees	**No max**					
Transportation to events/competitions	**$1,200**					
Team Shirts	**$15 per student**					
Coach/Advisor Stipend	**$2,000**					
Items funded by other income (if applicable)						

Section 6: Summary of Proposal

a. Provide an overview of the school's current robotics program or planned robotics program.
b. Explain how the program will meet Absolute Priority 1 (Up to 30 points)
c. If applicable, explain how it addresses Competitive Preference Priority 1 (Up to 5 points in the scoring rubric)
d. If applicable, explain how it addresses Competitive Preference Priority 2 (Up to 3 points in the scoring rubric)

Application Scoring Rubric Used by Independent Peer Reviewers					
	5 Points	**3 Points**	**1 Points**	**0 Points**	**Points Awarded**
Alignment to Competitive Preference Priority 1 (up to 5 points)	School has an identified population greater than 70%	School has an identified population between 31-70%	School has an identified population between 5-30%	School has an identified population less than 5%	
Alignment to Competitive Preference Priority 2 (up to 5 points)	School does not have a current robotics program established.	School has a robotics program established 2 years or less	School has a robotics program established 5 years or less	School has a robotics program that has been established for more than 6 years	
	30 Points	**20 Points**	**10 Points**	**0 Points**	**Points Awarded**
Absolute Priority 1 (up to 30 points)	Program will expand to increase participation by 76-100%	Program will expand to increase participation by 26-75%	Program will expand to increase participation by 5-25%	Program has no plans to expand participation or less than 5%	
Clearly defined program or planned program that meets the objectives of the program (30 points)	Program objectives and outcomes are described in explicit detail and there is a clear plan in meeting the goal of the program to establish robotics education programming at the school.	Program objectives and outcomes are described and a vague plan is included to meet the goal of the program to establish robotics education programming at the school.	Outcomes are described, but establishment of the program is not planned.	No program objectives, outcomes or plan is included. Merely a description of the make-up of the team.	
Complete and Clear Budget (30 points)	Budget includes all essential elements in the budget section, with clear costs and income for the entire robotics program.	Budget includes all essential elements in the budget section, omits other costs or income not included in the grant.	Budget merely includes grant request amounts.	Budget is missing budget.	