September 18, 2019

MEMORANDUM

TO: City and County Superintendents of Education

FROM: Eric G. Mackey
State Superintendent of Education

RE: Fiscal Year (FY 2020) Application for Funds-Alabama Middle School Computer Initiative Competitive Grant

The Alabama State Department of Education (ALSDE) is pleased to announce the release of the Fiscal Year 2020 application for the Alabama Middle School Computer Initiative Competitive Grant. Funds will be awarded to eligible local education agencies (LEAs) through a competitive grant application process for school systems seeking to fund computer programming to middle school (Grades 6-8) students.

In order to be eligible, a school system must be an Alabama public school LEA submitting on behalf of schools with middle school (Grades 6-8) students.

The application contains all regulatory requirements and a timeline of related expectations. Completed applications must be submitted to the ALSDE by email to adtti@alsde.edu no later than Friday, November 1, 2019, by 5 p.m.

The guidelines for the grant application will be available at www.alsde.edu. If you need clarification, please contact Mrs. Joan Greene-Fisher at 334-694-4641 or via email at adtti@alsde.edu.

EGM/JGF/LE

cc: Chief School Financial Officers
LEA Technology Coordinators

FY19-2158
Application Deadline

November 1, 2019

All Applications must be submitted via email to adtti@alsde.edu by this date.

(Submission guidelines are contained herein.)
Purpose of the program:

The Middle School Computer Programming Initiative is a competitive grant that may be used for professional development, training, and curriculum. Local education agencies (LEA’s) may use the funding for professional development in the area of Computer Programming. Computer programming is the process of creating a set of instructions that tell a computer how to perform a task. Some areas addressed through computer programming for middle school students include (this list is not exhaustive):

- Coding languages
- Website development (ex. HTML, CSS)
- Animations and Games
- Managing and interpreting data
- Physical computing (ex: maker projects, robotics)
- Engineering
- Aerospace
- Cybersecurity
- Simulations

*Only one grant is available per system. Each LEA can apply to receive funding not to exceed $25,000 per system.*

Eligibility:

- Applicants must be an Alabama public school LEA submitting on behalf of schools with middle school (6th-8th grade) students.
- Applicants must have an approved Technology Plan for the previous school year.

Application Available/Competition Opens: September 11, 2019

Deadline for Applications: November 1, 2019

Submissions: Applications must be received by 5:00 p.m. on November 1, 2019, to be considered for funding. There will be no exceptions to this submission requirement since this is a competitive application process. Applications will be submitted electronically to adtti@alsde.edu and must be Superintendent Approved in order to be read by the reviewers. Please include the following in the email: cover sheet, narrative, budget sheet and signed assurances page. The applicant is responsible for ensuring that the application is received by the deadline. The applicant will be notified by email when the application is received by the ALSDE.

Award Notifications: Prior to January 1, 2020

Expenditure Deadline: September 30, 2020
Duration:
The grant will need to be implemented during the 2019-2020 fiscal years. **Funds do not rollover. All funds must be fully expended by 9/30/20.** ALSDE staff may also request photos, purchase orders, quarterly reports, sign-in sheets, interim site visits, or any other documentation as requested to document successful implementation of funds spent. The LEA must submit an evaluation/expenditure report by September 30, 2020.

Grant proposal:
Submit a grant proposal that describes the proposed project by answering the following questions in a Microsoft Word or a basic text document. Please attach narrative documents in .doc, .pdf, or .txt file types only. Submit to adtti@alsde.edu.

Each LEA application narrative must include:

**Question 1:** Provide a summary of your proposed project. Describe your professional development plan for implementing computer programming curriculum into your middle school(s). What type of professional development will teachers receive? Is professional development ongoing? If so, what is the time frame for professional development?

**Question 2:** What is your current phase/level of computer programming for each school that will benefit from funding from this grant? Describe if your school(s) have previous experience with teacher students about computer programming. Have teachers received previous professional development training? If so, how will this funding be used to continue to impact student learning? If your schools are at the beginning phase, explain how funding will be used to start a new computer programming curriculum.

**Question 3:** What areas of computer programming will your implementation focus? Coding languages website development (ex: HTML, CSS) animations and games, managing and interpreting data, physical computing (ex: Maker projects, robotics), engineering, aerospace, cybersecurity, simulations, etc.

**Question 4:** What are your goals for the grant? Include goals for teachers and student learning. How will you measure each outcome? List what you want teachers to accomplish and what students will accomplish by the end of the grant period.

**Question 5:** How will this project continue beyond the grant period? Provide a description of how the school system will support and assist in the implementation of this grant.
Question 6: How will funds be used? List items that will be needed for successful implementation of the grant. Describe the activities in which teachers will participate and how this will impact student learning. List the items, not the quantity or cost. You will complete a budget sheet for the quantity and cost.

The following resources may be used to assist eligible LEAs in submitting their electronic application:

- An approved Technology plan for the previous academic year.
- An assessment of the educational and related needs of middle school students in the area of technology and computer programming.
- Alabama Continuous Improvement Plan(s) (ACiPs)
- A description of how the funds will be used to provide equipment, training, or curriculum programs that support the integration of technology for middle school students.

Budget Detail:

Indicate total amount of grant funds requested for the LEA. Provide a line item budget for the proposed work using the budget spreadsheet section of the application. **Maximum allowed request is $25,000.** Submit the budget detail in Microsoft Excel or .XLSX, .ODS or .NUMBERS format to adtti@alsde.edu.

Funding:

The Middle School Computer Programming grant funds may be used for professional development and other activities that will benefit educators and students in implementing computer science curriculum for middle school students.

Allowable Use of Funds

- Professional development in the area of robotics, coding, website development, animations and games, engineering, aerospace, cybersecurity, etc. All areas must be approved by ALSDE.
- Supplies for specific equipment, and/or software to support professional development.
- Travel to and from professional development opportunities (trainings, conferences, etc.)
- Funding for substitutes

Non-Allowable Use of Funds

- Competition or entrance fees
- Furniture (chairs, desks, tables, etc.)
- Technology carts or other carrying cases for equipment
- Chargers or other power supplies for equipment
- Teacher stipends for travel

All items on the budget sheet must be approved by ALSDE.
Alabama State Department of Education
Alabama Middle School Computer Programming Initiative Application
Educational Technology
FY2020

Selection Process and Criteria
Criteria for selection will include the following:

- The quality of the applicant's evaluation plan for the program.
- The extent to which the proposed use of funds will be used to develop or enhance computer programming within the middle school grades.
- The applicant's needs assessment and the likelihood that the program presented in the application will meet such needs.
- The extent to which the applicant demonstrates in the application and in current practice a commitment to using computer programming for robotics, coding, website development, animations and games, engineering, aerospace, and cybersecurity, etc.

Reviewing applications:

After all proposals have been read and scored using a rubric by the review panel, the proposals will be ranked from highest to lowest according to their scores. In addition, each reviewer will indicate on his/her Technical Review Form if funding of the proposal is recommended.

If the majority of the reviewers do not recommend approval, a proposal will not be considered in the approval process. However, if the majority of the reviewers recommend approval, the proposal will be considered for approval based on its rank.

The Educational Technology Section will make recommendations for awards to the State Superintendent of Education. The final decision to award a subgrant rests solely with the ALSDE.

Alabama State Department of Education, Eric G. Mackey, State Superintendent of Education

The Alabama State Board of Education and the Alabama State Department of Education do not discriminate on the basis of race, color, disability, sex, religion, national origin, or age in their programs, activities, or employment and provide equal access to the Boy Scouts and other designated youth groups. The following person is responsible for handling inquiries regarding the non-discrimination policies: Title IX Coordinator, Alabama State Department of Education, P.O. Box 302101, Montgomery, AL 36130-2101, telephone (334) 694-4717.
Alabama Middle School Computer Programming Initiative Application

Part 1: LEA Information

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<td>School Name:</td>
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Signature of Designated Project Manager

Typed Name of Project Manager

Contact Phone Number and Email Address

Date

I certify that I am authorized by the governing board of the above-named school system or other eligible entity to submit this application or amendment; that all assurances, certifications, and disclosures submitted with the application will be observed; that the program will be implemented as described; and that the governing board is responsible for complying with all state and federal requirements, including any audit exceptions.

FOR ALSDE USE ONLY:

Signature of Superintendent or Authorized Official

Typed Name of Superintendent/Authorized Official

Email address of Superintendent/Authorized Official

Date
Part 2: Narrative

Submit your answers using the Google Form provided:
https://forms.gle/BdV3akXYFzUvMKH27

**Question 1:** Provide a summary of your proposed project. Describe your professional development plan for implementing computer programming curriculum into your middle school(s). What type of professional development will teachers receive? Is professional development ongoing? If so, what is the time frame for professional development?

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**Question 6:** How will funds be used? List items that will be needed for successful implementation of the grant. Describe the activities in which teachers will participate and how this will impact student learning. List the items, not the quantity or cost. You will complete a budget sheet for the quantity and cost.
Part 3: Budget Detail

Use the Middle School Initiative Budget Spreadsheet to detail how funds will support the proposal. Electronic version of spreadsheet available for download: [https://tinyurl.com/yyod5kv7](https://tinyurl.com/yyod5kv7)

Please email the budget sheet with completed application to: adtti@alsde.edu.

### Middle School Computer Programming Initiative Budget FY 20

**Revenue/Fund Source Code**

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Part 4: 2019 Approved Technology Plan in eProve

To be completed by ALSDE:

Technology plan approved ___________________________ by ___________________________

Date __________________ Signature __________________

Part 5: Assurances

Certification: I certify that I am authorized by the governing board of the named school system to submit this application; that all certifications, and disclosures submitted with this application will be observed; that the program will be implemented as described in the approved application; that the funds will be used in accordance with the laws, regulations, and provisions of this grant; and that the governing board is responsible for complying with all state and federal requirements.

Date Signed ___________________________ Signature of LEA Superintendent

Date Signed ___________________________ Signature of LEA Technology Coordinator

Date Signed ___________________________ Signature of Chief Financial Officer

Alabama State Department of Education, Eric G. Mackey, State Superintendent of Education

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