5th - 10th Grade STEM Education Teacher Professional Development - Stage 2
Welcome

Organization Name

Provide the name of the organization as identified in the Stage 1 application.

Test

Narrative Questions

Project Need

Share how the need for this project was determined. If possible, use data to illustrate the need for teacher education in STEM. Include the sources of the data. (500 word limit)

New or Existing?

Is this a new or existing project? If this project is already in existence, how will it be enhanced with a Helios Education Foundation investment? (50 word limit)

Population Served

Please provide information on both the direct and indirect population served. The RFP targets STEM teachers (grades 5 through 10), these are considered to be the direct target population while the students served by these teachers are considered to be the indirect target population. For both groups (direct and indirect), describe the characteristics of the population, calling out how the population aligns with the RFP target population of STEM teachers (grades 5 through 10), who teach students in the Florida Tampa Bay area. For both direct and indirect populations, describe any relevant characteristics which might include age or age range, gender, race, disability, any unique characteristics such as needs, risk factors, barriers, etc. The population section should tie closely with the sections on Project Need; Goals, Objectives and Strategies; and Projected Outcomes, Indicators and Evaluation. The activities should match the needs of the target population. (800 word limit)

Goals, Objectives and Strategies

Outline the goals, objectives and key strategies for engaging, retaining and impacting participants of the project. Explain why you think your approach will work and how STEM content knowledge and pedagogical skills are incorporated. Applicants are encouraged to attach a logic model with the funding proposal. To do so, create your logic model in the format and software of your choosing. Then, upload it as an attachment on Page 5 of this online proposal. (800 word limit)

Collaborative Partners

Provide a list of collaborators or partners, if any. Define their relationship to the applicant organization and detail the value added they will contribute to the successful implementation of the project. (500 word limit)

Projected Outcomes, Indicators and Evaluation

Describe how you will demonstrate the effectiveness of the proposed professional development program in increasing teachers' content knowledge and pedagogical skills in standards-based instruction. Describe what changes will occur, how you will know that the change has occurred, and how the change will be measured. (800 word limit)

Implementation Plan

Describe the project's implementation plan and timeline. Identify key staff and their roles. (Please attach staff resumes on Page 5 of this application). Include where and when the described activities will take place. If additional staff members who will be associated with this community investment are required, but not yet hired, please attach a job description(s) on Page 5 of this application. (800 word limit).

Sustainability

Explain how this work or the outcome of the work will be sustained once the grant term is complete. Describe the characteristics of sustainability relative to the program design. (See Helios' program design continuum in relation to the sustainability continuum provided with the RFP documents at www.helios.org) (500 word limit)

RFP Alignment

Explain how this project aligns with the goal of the 5th - 10th grade, STEM Education Teacher Professional Development RFP. (500 word limit)

Learning

Continuous learning is a core value of Helios Education Foundation. Please share how this project will increase learning within the field of STEM education; how lessons learned from the project's implementation will be shared with others; and how this knowledge will be incorporated into the applicant organization's improvement process. (500 word limit)

Innovation

What makes this project or program unique, pioneering and/or innovative? (100 word limit)

Project Budget

Project Budget

Provide a projected revenue and expense operating budget for this project for the requested community investment term. Do not provide a budget for the entire organization. The proposed budget should be a balanced budget (revenue and expenses are equal). If your project is for more than one year, enter the total budget for the entire grant term in the proposal form. Additionally, please attach a budget worksheet provided by Helios Education Foundation to show revenue and expenses for each year.

Do not include capital (depreciable) expenditures, such as payments of mortgage and equipment loan principle or costs associated with facility improvement. Line items with a red asterik (*) are required for online submission, and those with a notation of (++) require explanation or itemization in the budget narrative. Also please note that Helios Education Foundation limits administrative expenses to 10% of the grant amount.

Please DO NOT include a dollar sign ($) in the fields below; commas are acceptable. Round all figures to the nearest dollar amount. Enter a zero (0) in fields with no associated dollar amount.

Revenue

Investment Request to Helios

The total dollar amount being requested of Helios Education Foundation.

Fundraising

General donations to the project or organization that are to be directed to the proposed activity. Report net revenues after deducting expenses incurred to raise the funds.

Government Funding (++)

All government sources of funding specific to the proposed activities, including grants and fee-for-service contracts originating at the municipal, county, state or federal levels. List each grant or contract separately in the Budget Narrative.

Private Grants (++)

Grants provided by corporate foundations public charities (such as United Way), and private foundations specific to the proposed activities. Identify the source and amount of such grants in the Budget Narrative.

Earned Income

Program service fees paid directly by the client or by third-party sources, such as insurance reimbursements. Also include proceeds from the sale of merchandise that is related to the project's implementation.

Investment Income

Revenue paid from net assets, such as endowments, interest earned, and dividends, as well as rental income from property owned by the organization that will be applied in support of the proposed activities.

In-Kind Support (++)

Non-financial support to the project originating outside the organization. Report the dollar value for non-cash donations and volunteer hours. To determine the value of such goods and services, consult the IRS or Independent Sector Websites. Use the Budget Narrative to provide additional information.

Other Revenue (++)

Show any other revenue that does not fit into the above categories. Notate the sources of such miscellaneous funds in the Budget Narrative.

TOTAL REVENUE

Click on the calculator button to calculate your total revenue. (Difficulty with this feature may be related to your browser's security setting. Should you encounter such difficulty, skip this item and continue with the proposal, remembering to save frequently.)

0

Expenses

Salaries and Wages

Salaries and wages for persons directly employed by this project.

Employee-Related Expenses

Record figures related to employee benefits, such as health insurance and FICA, only for the individuals represented in the Salaries and Wages line item above.

Training

Costs related to training staff and volunteers for the proposed activities.

Supplies and Equipment

Purchased office supplies and equipment rental.

Occupancy

Rent, utilities, maintenance and property insurance directly related to the proposed activities.

Communications

Postage, telephone, and internet service as related to the proposed activities.

Printing

Costs related to printing materials and publications related to or for use by this project.

Travel and Meetings

Conferences, seminars, retreats, mileage and airfare, lodging and meals.

Professional Fees

Consultants and other payments made to individuals not employed by this project. Do not include profesional fees associated with project evaluation.

Project Evaluation

Costs related to assessment of the project's success against stated goals, including salaries, professional fees and materials that are not recorded on the above line items.

Scholarships

Tuition assistance for educational or vocational instruction.

In-Kind Expenses

This figure should be equivalent to the In-kind Support line item.

Other Expenses (++)

Record any other expenses that do not fit into the above categories. Explain these miscellaneous costs in the Budget Narrative.

TOTAL EXPENSES

Click on the calculator button to calculate your total expenses. (Difficulty with this feature may be related to your brower's security setting. Should you encounter such difficulty, skip this item and continue with the proposal, remembering to save frequently.)

0

SURPLUS / DEFICIT

Click on the calculator button to calculate your surplus or deficit. Difficulty with this feature may be related to your browser's security setting.

0

FTEs

Provide the number of employees full-time equivalents (FTEs) that this project as a whole (not just a Helios investment) will employ, related to the Salaries and Wages line item. Show part-time employees as a fraction of a full-time equivalent. For example, a half-time worker would be .5 FTE. Do not include volunteers or consultants.

Budget Narrative

Provide an explanation of the overall budget to assist a reviewer in better understanding the financial picture of the proposed project. Notate any leveraged funds, such as matching or challenge grants. Provide an explanation or itemization of the project. Notate any leveraged funds, such as matching or challenge grants. Provide an explanation or itemization of line items marked (++). Generally, a balanced budget is projected. If there is any project surplus or deficit, please explain. (500 word limit)

Budget for Requested Helios Investment

Provide a detailed explanation of how Helios Education Foundation funds would be utilized. Show dollar figures for each line item. Explain why each item is necessary. (500 word limit).

Demographics

Project Demographics

For purposes of this RFP, direct beneficiaries are the STEM teachers (5th - 10th grade), who will benefit from the project's proposed offerings. The students taught and cared for by these teachers are indirect beneficiares. While the number of indirect beneficiaries provides context for the scope of the proposed project, the majority of the demographic information will apply to the direct beneficiaries.

Number of Direct Beneficiaries

STEM Teachers

Ethnicity

African American

Asian American/Pacific Islander

Caucasian

Hispanic/Latino/Spanish

American Indian/Alaska Native

Other Ethnicity/Multiple Ethnicities

Population Concentration

"Urban/Suburban" is defined as residing in or within immediate access to a population center of a least 500,000 people. "Reservation" and "Rural" categories are mutually exclusive and should not represent the same individuals. Population concentration is not a required section of the proposal, however, if the information is relevant to the need or project design, please provide the population concentration of the direct project participants in the following fields:

Native American Reservation

Rural

Urban/Suburban

Students grades 5th through 10th

Enter the total number of students likely to be impacted by the proposed project. Enter relevant characteristics of this indirect target population in the Narrative section "Population to be Served."