# 2019-20 PAsmart Advancing Grants – Application Overview

## Overview

Up to $20 million in grant funding is available through Governor Wolf’s 2019-20 PAsmart Grants to expand access to high-quality education in computer science (CS) and science, technology, engineering and math (STEM) for Pennsylvania’s students, increase the number of educators prepared to teach CS and STEM, and increase participation in CS and STEM education for historically underserved and underrepresented populations.

Applications for the Advancing Grants (CS and STEM education) will be accepted until Friday, January 10, 2020 at 11:59 PM (eastern) via PDE’s eGrants system.

## Before You Submit An Application, Read This!

Applicants should review relevant grant information, including the Request for Application (RFA) and 1-page overviews. A PDF copy of this application and FAQs have been posted on the PDE website.

We highly recommend that you read through the full application as a PDF beforehand and answer the questions in a separate document, so the responses are ready to copy and paste into the live online application in eGrants.

Applicants must complete all questions and upload all required documents, including budget forms and other supplemental materials as applicable, for an application to be considered complete, submitted and ready for review by the Pennsylvania Department of Education. More information about eligibility criteria, required documentation, and other grant application requirements is available in the RFA and other grant-related documents.

## Application Template

Before submitting your application in eGrants, applicants are encouraged to use the templates, divided by sections, on the following pages to draft responses and gather all required materials.

## Questions?

All questions should be directed to PAsmart@pattan.net.

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### Section 1 - Applicant Information

1. Partnership/Initiative Name:

2. Lead Applicant Name:

3. Lead Applicant Address:

4. Primary Contact for Lead Applicant:

* Name:
* Title:
* Email:
* Phone:

5. Lead Applicant Type - options include:

* Local education agency (LEA: school district, charter school, cyber charter school, career and technical center, and/or intermediate unit)\*
* Workforce Development Board
* Business
* Chamber of commerce
* Labor organization
* Postsecondary institution\*
* Community-based organization
* Public library\*
* Trade association
* Economic development entity
* STEM Ecosystem
* Other (please specify)

*(\*) refers to organizations that can submit an application via eGrants. More information on the definition of lead applicant, fiscal agent, and eligible partner is available in the RFA.*

6. Partnering Local Workforce Development Boards (LWDBs): Identify any local Workforce Development Boards partnering in the application. Options include:

* Northwest
* West Central
* Tri County
* Partner4Work-Allegheny County
* City of Pittsburgh
* Southwest Corner
* Westmoreland/ Fayette
* Southern Alleghenies
* South Central
* Lancaster County
* Chester County
* Delaware County
* Philadelphia County
* Montgomery County
* Bucks County
* Berks County
* Lehigh Valley
* Luzerne-Schuylkill Counties
* Pocono Counties
* Lackawanna County
* Northern Tier
* Central
* North Central
* N/A - no WDB partner

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7. Counties Served: Select the counties served through activities outlined in this proposal. Check all that apply. (*options include all PA counties*)

8. Total Amount of Funding Requested. (*maximum $500,000*)

9. Fiscal Agent *(more information on the definition of “fiscal agent” is available in the RFA.)*

* Name:
* Address:
* Point of Contact:

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### Section 2 - Proposal Information

10. Summarize your proposed initiative. *(limit 1500 characters)*

11. Identify the need or problem addressed by the proposed initiative. *(limit 1500 characters)*

12. Describe the strategies to address the identified need or problem. *(limit 2500 characters)*

13. Identify the types of services or activities that will be provided. *(limit 2500 characters)*

14. Identify the intended outcomes of the proposed initiative. *(limit 1500 characters)*

15. Describe existing resources. What programs and systems and existing partnerships will be leveraged to support the proposed initiative, including how the proposed initiative adds value to or addresses a gap of existing initiatives? Include information on the source (e.g. local, regional, state, federal, non-profit, philanthropic, other non-commonwealth, etc.) and the type of resource (e.g. cash, in-kind, products, services, etc.) *(limit 3500 characters)*

16. Describe the target population the proposed initiative will serve. Include demographic characteristics related to CS and STEM access, equity, and inclusion (e.g. age, ethnicity, gender, primary language, migrant status, etc.). *(limit 1500 characters)*

17. How will participation in this grant program expand access to this (or these) target learner population(s)? How will this proposal create a more equitable CS and STEM ecosystem? *(limit 3500 characters)*

18. Describe below or upload a document detailing the partnership's strategy (e.g. a theory of action or logic model) to expand access and inclusion in CS and STEM for the target population.

*(enter text below - limit 3500 characters) (optional: upload document)*

19. Describe how the proposed initiative aligns with the [PAsmart framework](https://www.governor.pa.gov/wp-content/uploads/2018/11/20181102-PAsmart-Framework.pdf). Describe how the proposed initiative will meet the education, workforce, and economic needs of the target population. Include existing education, workforce, and economic development initiatives, and current labor market and demographic information. *(limit 3500 characters)*

20. Describe how the partnerships outlined in the initiative have engaged and will continue to engage the targeted population in developing and implementing the proposal. *(limit 2500 characters)*

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### Section 3 - Partnership Information

21. Describe the public-sector, community-based, and private-sector partners involved in the proposed initiative. Each application must include a letter of commitment/support from each partner. The letter must include:

* Partner's name, contact information and role;
* An explanation of the relationship between the lead applicant and the partner, and their ability to lead and coordinate the proposed initiative;
* The partner's relevant experience, role, responsibility, and commitment;
* The partner's current scope and impact in CS/STEM education, e.g. the ages and number of learners served;
* How the partnership will work collaboratively to support this proposal and achieve the intended outcomes.

Only one document may be uploaded. Please combine all the letters of support into a single PDF. *(upload file)*

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### Section 4 - Performance Outcomes, Timeline, and Evaluation

22. Timeline of outcomes: Describe the timeline and key milestones of the proposed initiative, including when the partnership expects to achieve the intended short-term and long-term performance outcomes of the initiative. *(upload file)*

23. Measures and evaluation: How will you know those milestones and outcomes have been achieved? In a separate one-page document, respond to the following:

* What are the performance measures or data that show the outcomes have been achieved? Who will collect and analyze the data?
* What is the data collection process, including its timeline?
* How will the project be evaluated?
* *(upload file)*

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### Section 5 - Capacity and Sustainability

24. Describe the sustainability plan for the initiative, post-PAsmart grant funding. *(limit 2500 characters)*

25. Provide a budget narrative that explains the proposal's budget for each of the cost categories in the budget that follows (e.g. salaries, benefits, etc.). *(limit 3500 characters)*

26. Optional: Upload any additional materials that describe the proposed initiative. *(upload file as .doc, .docx, .pdf, .csv, .xls)*

27. Compliance Obligations: All grantees will be required to sign a grant agreement with the Pennsylvania Department of Education. All grant funds must be committed and services performed by June 30, 2021. The Pennsylvania Department of Education shall seek repayment of funds if it determines that funds were not utilized for the original stated and approved purpose. Grantees will be required to submit mid-term and final reports on forms supplied by the Pennsylvania Department of Education. Mid-term reports must be submitted no later than August 4, 2020. Final Expenditure Reports must be submitted no later than August 30, 2021. Are you able to meet these compliance obligations?

* Yes - we are able to meet compliance obligations
* No

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### Section 6 – Budget – Salaries

Display a read-only table showing total budget and allocation amounts.

**Budget**

$0.00

**Allocation**

$0.00

**Budget Over (Under) Allocation**

$0.00

Only for stipends and substitute teacher costs.

**\*All amounts must be entered in whole dollars\***

|  |  |  |  |
| --- | --- | --- | --- |
| **Function** | **Object** | **Position Title** | **Amount** |
|  |  |  | **$** |
|  |  |  | **$0.00** |

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### Section 7 – Budget – Benefits

Display a read-only table showing total budget and allocation amounts.

**Budget**

$0.00

**Allocation**

$0.00

**Budget Over (Under) Allocation**

$0.00

Only for stipends and substitute teacher costs.

**\*All amounts must be entered in whole dollars\***

|  |  |  |  |
| --- | --- | --- | --- |
| **Function** | **Object** | **Position Title** | **Amount** |
|  |  |  | **$** |
|  |  |  | **$0.00** |

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### Section 8 – Budget – Contracted Services

Display a read-only table showing total budget and allocation amounts.

**Budget**

$0.00

**Allocation**

$0.00

**Budget Over (Under) Allocation**

$0.00

Only for stipends and substitute teacher costs.

**\*All amounts must be entered in whole dollars\***

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Function** | **Object** | **Name of Contractor** | **Description of Services** | **State Grant Funds** | **Matching Funds/In Kind** | **Total Amount** |
|  |  |  |  | **$** |  |  |
|  |  |  |  | **$0.00** | **$0.00** | **$0.00** |

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### Section 9 – Budget – Purchased Property Services

Display a read-only table showing total budget and allocation amounts.

**Budget**

$0.00

**Allocation**

$0.00

**Budget Over (Under) Allocation**

$0.00

Only for stipends and substitute teacher costs.

**\*All amounts must be entered in whole dollars\***

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Function** | **Object** | **Name of Contractor** | **Description of Services** | **State Grant Funds** | **Matching Funds/In Kind** | **Total Amount** |
|  |  |  |  | **$** |  |  |
|  |  |  |  | **$0.00** | **$0.00** | **$0.00** |

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### Section 10 – Budget – Other Purchased Services

Display a read-only table showing total budget and allocation amounts.

**Budget**

$0.00

**Allocation**

$0.00

**Budget Over (Under) Allocation**

$0.00

Only for stipends and substitute teacher costs.

**\*All amounts must be entered in whole dollars\***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Function** | **Object** | **Description of Services** | **State Grant Funds** | **Matching Funds/In Kind** | **Total Amount** |
|  |  |  | **$** |  |  |
|  |  |  | **$0.00** | **$0.00** | **$0.00** |

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### Section 11 – Budget – Supplies

Display a read-only table showing total budget and allocation amounts.

**Budget**

$0.00

**Allocation**

$0.00

**Budget Over (Under) Allocation**

$0.00

Only for stipends and substitute teacher costs.

**\*All amounts must be entered in whole dollars\***

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Function** | **Object** | **Description of Item** | **Unit Price** | **Quantity** | **Item Total** | **State Grant Funds** | **Matching Funds/In Kind** | **Total Amount** |
|  |  |  |  |  |  | **$** |  |  |
|  |  |  |  |  | **$0.00** | **$0.00** | **$0.00** | **$0.00** |

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### Section 12 – Budget – Equipment

Display a read-only table showing total budget and allocation amounts.

**Budget**

$0.00

**Allocation**

$0.00

**Budget Over (Under) Allocation**

$0.00

Enter expenses for equipment (any material/resource with an individual unit price of $1,500 or more).

**\*All amounts must be entered in whole dollars\***

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Function** | **Object** | **Description of Item** | **Unit Price** | **Quantity** | **Item Total** | **State Grant Funds** | **Matching Funds/In Kind** | **Total Amount** |
|  |  |  |  |  |  | **$** |  |  |
|  |  |  |  |  | **$0.00** | **$0.00** | **$0.00** | **$0.00** |

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### Section 13 – Budget – Administrative Costs

Display a read-only table showing total budget and allocation amounts.

**Budget**

$0.00

**Allocation**

$0.00

**Budget Over (Under) Allocation**

$0.00

Enter Administrative costs (**cannot exceed 5% of total grant award**).

**\*All amounts must be entered in whole dollars\***

| **Function** | **Object** | **Amount** |
| --- | --- | --- |
|  |  | **$** |
|  |  | **$0.00** |

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### Section 14 – Budget – Summary (View Only)

Display a read-only table showing totals by function/object codes.

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **100 Salaries** | **200 Benefits** | **300 Purchased Professional and Technical Services** | **400 Purchased Property Services** | **500 Other Purchased Services** | **600 Supplies**  **800 Dues and Fees** | **700 Property** | **Totals** |
| **1000 Instruction** | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | **$0.00** |
| **2100 Support Services - Students** | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | **$0.00** |
| **2200 Staff Support Services** | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | **$0.00** |
| **2300 Support Services – Administration** | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | **$0.00** |
| **2700 Student Transportation** | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | **$0.00** |
| **Totals** | **$0.00** | **$0.00** | **$0.00** | **$0.00** | **$0.00** | **$0.00** | **$0.00** | **$0.00** |
|  | | | | **Approved Indirect Cost/Operational Rate: \_\_\_\_ %** | | | | **$0.00** |
| **Final** | | | | **$0.00** |