The Michigan STEM Partnership (www.MiStemPartnership.com) is a statewide, public-private collaborative that includes educators, employers, policy-makers, and others who are concerned about addressing the current lack of STEM skills in schoolchildren and job applicants.

In 2014, the STEM Partnership will offer competitive grants through the hub infrastructure that support a culture of applied learning that is hands-on, cross-disciplinary, and project-based. This new approach to education will result in more students in STEM career pathways, and will nurture the development of skills required in the modern workplace.

**Superior Hub – 2014 STEM Grants Request for Proposals**

**Application Format:** The application must include:
- the completed title page as a PDF
- application narrative, including project description, required budget information and supporting materials as one PDF document. (see application checklist below)

Submit Applications to Shawn Oppliger (shawn@copperisd.org) and indicate in the subject line of the email “Superior Hub STEM Grant”.

**Application Deadlines:**

<table>
<thead>
<tr>
<th>Application Due Date</th>
<th>Project End Date</th>
<th>Awards Announced</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 14, 2014</td>
<td>September 1, 2014</td>
<td>April 21, 2014</td>
</tr>
<tr>
<td>May 27, 2014</td>
<td>December 1, 2014</td>
<td>June 3, 2014</td>
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<tr>
<td>May 27, 2014</td>
<td>April 1, 2015</td>
<td>June 3, 2015</td>
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</table>

**Project awards:** Awards up to $7,500 will be decided at the hub level. Awards above $7,500 will be decided jointly by the hub leadership team and the STEM Board (through the Executive Director).

**Mandatory criteria:** To be eligible for funding, proposals must:
- Support a wide range of student-focused, project-based programs and competitions, either in the classroom or extra-curricula, in science, technology, engineering, and mathematics such as, but not limited to, robotics, coding and design-build-test projects, from pre-kindergarten through college level.
- Connect with regional Michigan Mathematics and Science Center(s) (www.mimathandscience.org) and Superior Hub collaborators for science, technology, engineering and mathematics purposes.
- Support collaborative efforts across organizations.
Additional criteria: *Priority will be given to projects that meet all requirements for eligibility (above) and that address at least two of the following:*

- Promote positive systemic change in the P-20 education system
- Respond to a unique opportunity to move STEM education forward to the benefit of the Michigan economy.
- Include under-served / under-represented youth and communities
- Reflect regional collaboration and partnerships
- Include matching funds and / or in-kind contributions
- Increase scholarship and internship opportunities
- Foster innovation and entrepreneurship
- Expand and strengthen the Michigan STEM Partnership

Eligible organizations: 501(c)(3) organizations, schools, community colleges, universities, government entities, after-school organizations, and businesses working in collaboration. Funds will not be awarded to individuals, or individual organizations. While religious organizations may be considered as part of a broader collaboration, sectarian religious organizations are excluded. Funds may not be used to cover deficits or other previously incurred obligations. A program / organization receiving funds under Section 99h of the state budget is ineligible to receive funds as the primary organization in a project. A Section 99h recipient organization may act as a partner in a project. (Section 99h refers to FIRST Robotics.)

Eligible costs:

- Stipend costs: Only those that are necessary and reasonable for the project.
- Equipment costs: Only those that are necessary, reasonable, allocable, and legal.
- Supply costs: Only those that benefit the grant activity or project they support.
- Travel costs: Only those that are necessary and reasonable to support the project.
- Professional development training: Only those activities that are necessary for the completion of the project.

Region: Proposals should impact STEM education in the Superior Hub region, counties located in the Upper Peninsula of Michigan. However, projects with statewide implications will also be considered.

Nature of the work: Project must address all mandatory criteria. Low priority will be given to one-time events, personnel training, conferences, marketing and promotion.

Evaluation: Each proposal must include a detailed plan to evaluate project outcomes against stated objectives
**Engagement:** A proposal must include partnerships / collaborations as follows:

- The P-20 system and workforce or economic development agencies
- K-12 system, post-secondary education and the private sector
- K-12 system and at least one business or industry
- The P-20 education system and after-school organizations
- K-12 system and post-secondary education
- Elementary, middle, and high schools, or
- Any combination of the above

**Implementation:** Projects must be ready to implement and complete within the funding period.

**Replication:** Ideally, projects will be replicable in other regions or statewide.

**Applications:** See Request for Proposals document, title page, and application checklist below.

**Reporting Requirements:** Grantees will be required to participate in monthly monitoring meetings with the STEM Partnership and with other grantees during the active grant period.

**Written reports are due on the following dates:**

- September 15, 2014
- December 15, 2014
- April 15, 2015

Reports on these dates may be on progress so far or they may be the more comprehensive final report. The final report (PDF format) will include a summary of the project implementation, lessons learned, recommendations for future projects and/or sustainability of completed project, next steps (if any) and results data. A final expense budget narrative and original receipts for all expenditures must be submitted.

**Questions:** If you have questions regarding this RFP, please contact the Superior Hub Leadership Team through Shawn Oppliger at shawn@copperisd.org or 906-482-0331.

For more information, visit www.MiStemPartnership.com/hubs

**Grant application checklist:** Each application must include:

1. Title page using the provided fillable PDF
   - Project title
   - Legal name(s) of the applicant organizations
   - Name, address, email and telephone information of the primary applicant organization and the main contact person for that organization
   - Name, address, email and telephone of the authorized representative of the fiscal agent
   - Dollar amount requested
• Length of project
• Purpose of the project (100 words maximum)
• Population being served (100 words maximum)
• Project summary (300 words maximum)
• Signed by the contact person from the primary applicant organization.
• Signed by authorized official of the fiscal agent.

2. Project description / maximum 3 pages
   • Description of the project and how it addresses the mandatory criteria
   • Indication of whether this is a new project, an extension, or part of an ongoing plan
   • Objectives of project indicating how the project will impact the STEM education of students in the Superior Hub region.
   • Description of the partnerships that are part of the project, including an outline of the role and responsibilities of each partner
   • Detailed work plan and timeline
   • Detailed evaluation plan
   • Relevant qualifications and experience of the project’s principal staff

3. Required financial information / maximum 1 page
   • Dollar amount of proposal and the time period for use of the funds
   • Detailed budget for the project, including any in-kind contributions / matching funds

4. Supporting materials
   • Letters of commitment from project partners
   • Résumés of principal staff for the project

5. Additional information for the primary organization and/or fiscal agent may be requested by Superior Hub Leadership Team, including but not limited to:
   • Copy of a recent certified financial audit where applicable
   • Copy of the most recent IRS 501(c)(3) tax exemption letter, if applicable
   • Copy of the annual report, if applicable