

Center for the Advancement of STEM Education Application for Funding

Mission:

CASE leverages the physical and intellectual resources of BSU to build and support a diverse community of educators and students that promotes STEM interest and literacy both regionally and internationally.

In 2018, CASE programs directly impacted more than 22,000 preK-12 students, teachers, undergraduate students, faculty and community members.

CASE awards small grants to BSU faculty and staff who develop projects that further CASE's mission to increase interest and literacy in STEM topics. Proposed budgets should not exceed \$5000.

Guidelines:

Proposed projects must include a component that engages preK-12 teachers (pre-service and/or in-service), preK-12 students or members of the community. Preference will be given to projects that engage undergraduate students in outreach. Funds cannot be used for travel to attend or present at meetings, but may be used to travel to local schools, libraries or venues where faculty or students will lead STEM events. Funds may be used for small equipment and supplies if needed for community engagement. Each project must identify a BSU faculty or staff member who will be responsible for overseeing the project.

Faculty and staff who have received a CASE award in previous years are eligible to apply for a similar or new project. Applications for funds for similar projects should indicate how prior CASE funding has impacted their proposal and should submit a budget request that is less than in the previous proposal. All applications should address sustainability and indicate how future funding will be secured (i.e. matching department funds, external grant awards, etc.).

Applications should include measurable outcomes and an assessment component that allows the impact of the program to be determined.

Funds should be used within one year of the grant award. All recipients must submit a *Final Project and Expenditure Report* within thirty days of the project's conclusion that describes the outcome of the project.

Proposals will be assessed on the following criteria.

1. Is the objective of the proposal clearly stated and aligned with the mission of CASE?
2. Does the proposal incorporate STEM?
3. Does the participating audience in the proposed program include preK-12 students, pre-service educators, in-service educators or members of the regional community?
4. Will the project benefit any high-needs, high-risk, under-served or under-performing audiences?
5. What is the number of participants impacted, either directly or indirectly?
6. Is the budget reasonable, clearly stated and within the proposal guidelines?
7. Is the program sustainable beyond this funding period?
8. Is there an assessment component that will clearly indicate impacts and benefits?
9. Are the expected outcomes measurable and assessable?
10. Is the schedule of tasks attainable within the allocated timeframe?
11. Will there be any direct or indirect in-kind contribution from other partnering groups?

Please submit completed applications to jennifer.aizenman@bridgew.edu by November 1, 2019. Applicants will be notified of decisions by December 2, 2019

Funding Application

Project Title

Name of applicant

Position at the University

Department

Building and Room Number

Contact person's telephone number and e-mail address

Amount of funding requested:

Period of time during which the project will be completed:

Please submit a proposal that addresses the following.

1. Please describe the proposed project.
2. What are the expected outcomes?
3. What assessments will you conduct to determine the degree to which outcomes were achieved?
4. What is the schedule of tasks required for the successful completion of your project?
5. Please describe how this project's mission relates to the mission of CASE.
6. Please provide other facts or considerations pertinent to the project's success.
7. Please describe the project budget, including details of budget allotments (i.e. personnel costs, materials costs, transportation costs, etc.)
8. If you have previously received CASE funding and are applying for a similar project, please indicate how prior funding impacts this application, including decreasing the requested budget.

Final Project and Expenditure Report

Please complete and return within 30 days of the projects' conclusion.
Add lines as needed.

PROJECT MANAGER:

PROJECT NAME:

DATE OF REPORT:

PROJECT START AND END DATES:

NARRATIVE DESCRIPTION OF ACTIVITIES:

Include project and learning outcomes and number of individuals served. Please also briefly describe benefits and challenges and any changes you would implement if you were to repeat this program.

BUDGET NARRATIVE:

Total grant expenditures for the reporting period _____

Note any unexpended grant funds. How will the unexpended funds be spent?

Personnel costs – include number of staff supporting project, approximate hours expended, rate per hour costs charged to the project.

Position	Hours	Rate (Per Hour)	Total (Hours x Rate)	Cost to Project
Total Cost to Grant				

Material costs - including equipment/supplies purchased with grant funds

(Add rows as needed)

Item	Brief Description	Quantity	Cost per item	Cost
Total Cost to Grant				

Other Contributions (Direct, Indirect, In-Kind, etc.)