

## Call for Proposals and Proposal Guidelines

February 1, 2010

The Iowa Mathematics and Science Education Partnership (IMSEP) invites grant proposals to fund projects supportive of our goals and objectives. Awards will be made for the period of June 1, 2010, to May 31, 2011, **dependent upon the Iowa Legislature sustaining support to IMSEP at an appropriate level**. Multi-year program proposals are permitted, but will be subject to annual committee review prior to renewal decision. PIs may submit only one proposal each.

Applicants are asked to prepare proposals targeting one or more of five IMSEP objectives considered by Partnership leaders to be priorities at this time. If, in designing programs to target one or more of these priority objectives, other objectives of IMSEP are supported as well, all the better. The five priority objectives are in **bold** type below. The following are offered merely as suggestions of the types of projects that may favorably prioritize those objectives. Projects may...

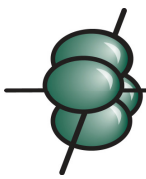
- i. Draw talented, diversely representative high school students into teaching;
- ii. Improve the undergraduate learning experience for future teachers;
- iii. Diversify the teacher workforce;
- iv. Bring STEM professionals into teaching mathematics and science;
- v. Increase the participation of under-represented groups in STEM.

Funding amounts may range from just a few thousand dollars for small, pilot interventions to over one hundred-thousand dollars for larger scale projects. Inter-departmental and inter-university collaboration is encouraged. For all proposals, the principal investigator must be a Regent university employee. Partnerships with education professionals in public and private sectors (community and private colleges, AEAs, LEAs, local or state government, nonprofits, business, industry, non-formal educational entities) are encouraged. Leveraging of resources in addition to that provided by IMSEP is also encouraged.

All proposals will be reviewed by a panel of experts in the fields of mathematics education and science education. Final funding recommendations will be made to the IMSEP Director by the Executive Board based on reviewer guidance, overall program priorities, and availability of funds. **Awards will be dependent upon the Iowa Legislature sustaining support to IMSEP at an appropriate level.**

Successful proposals will explicitly support (and evaluate their contribution to) one or more of the goals and priority objectives of the IMSEP. The proposal must explicitly address prioritized objectives and provide details on assessment and evaluation data that will measure their attainment.

Special note for inter-university collaborators: Inter-university partners are encouraged to file separate proposals as opposed to sub-awards (which are permissible, though less convenient). Separate proposals from partners, termed *linked*, will be jointly reviewed and simultaneously funded if successful. PIs will be asked to indicate linked proposals on the cover page and to identify a lead investigator.



## Iowa Mathematics & Science Education Partnership Goals

1. To improve mathematics and science performance of Iowa students
2. To prepare more high-quality mathematics and science teachers for Iowa's schools
3. To promote statewide collaboration and coordination

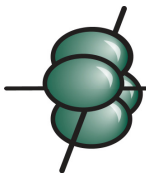
## Iowa Mathematics and Science Education Partnership Objectives

1. **Double the number of pre-K through 12 and community college mathematics and science teachers produced by Iowa Universities in 3- to 5-years.**
2. **Decrease the number of unlicensed mathematics and science teachers in Iowa.**
3. **Decrease the attrition rate for mathematics and science teachers in Iowa.**
4. Increase the quality and quantity of mathematics and science coursework available to students pre-K through 12 and at community colleges.
5. Improve the content and pedagogical knowledge of Iowa mathematics and science teachers pre-K through 12, community colleges, and the Regent universities.
6. **Increase the ethnic, racial, and socioeconomic diversity of mathematics and science teachers in Iowa.**
7. Improve the performance of Iowa pre-K through 16 students in mathematics and science courses.
8. **Increase the number and diversity of students who major in mathematics and science fields in Iowa's Regent universities.**
9. Enhance collaboration among the Regent institutions, community colleges, pre-K through 12 systems, governmental bodies, and private sector within the State of Iowa.
10. Leverage taxpayer investment in mathematics and science education.

Additional information regarding the Iowa Mathematics and Science Education Partnership can be found at:  
**[www.iowmathscience.org](http://www.iowmathscience.org)**

Please direct questions and comments regarding proposals to:

Kari Jastorff, Program Manager  
Iowa Mathematics and Science Education Partnership  
18 Center for Energy and Environmental Education  
University of Northern Iowa  
Cedar Falls, Iowa 50614-0298  
<http://www.IowaMathScience.org>  
Telephone: 319-273-2959  
Email: [IMSEP@uni.edu](mailto:IMSEP@uni.edu)



## Application Cover Sheet

**Principal Investigator:** \_\_\_\_\_

\_\_\_\_\_  
(mailing address) (city) (state) (zip code)

**Telephone Number with Area Code:** \_\_\_\_\_ **E-Mail:** \_\_\_\_\_

**Grantee's Organization:** \_\_\_\_\_

\_\_\_\_\_  
(mailing address) (city) (state) (zip code)

**Signature of Approval by Grantee Organization Authorized Official:**

\_\_\_\_\_  
Name and Title Date

**Project Title:** \_\_\_\_\_

**Amount Requested:** \_\_\_\_\_ **Start Date:** \_\_\_\_\_

**Duration of Project:** \_\_\_\_\_

NOTE: Multi-year program proposals are permitted, but will be subject to annual committee review prior to renewal decision

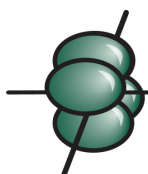
**Source(s) and amounts of additional support (not required):** \_\_\_\_\_

**Linked proposal?** \_\_\_\_\_ (Yes/No) **If yes, lead investigator:** \_\_\_\_\_

**Title of Proposal Linked to This One:** \_\_\_\_\_

**Brief Description of Proposed Mathematics and/or Science Education Project (~100 words):**

NOTE: Please send electronic versions of this proposal by 5:00 p.m. on March 19, 2010, to the campus representative named in the Guidelines section below and to Kari Jastorff, Program Manager, Iowa Mathematics and Science Education Partnership, at IMSEP@uni.edu.



## Proposal Guidelines

Principal investigator must be a Regent university employee. Partnerships with education professionals in public and private sectors (community and private colleges, AEAs, LEAs, local or state government, nonprofits, business, industry, non-formal educational entities) are encouraged. Proposal must clearly support the goal(s) and objective(s) of the Iowa Mathematics and Science Education Partnership.

Proposal consists of:

- The completed Application Cover Sheet.
- A clear project description — including (1) a rationale based on a review of relevant literature and/or a needs assessment; (2) a discussion of how the project supports IMSEP goal(s) and priority objective(s); (3) the identification of individuals involved; (4) the project timeline; and (5) how the project will be accomplished.
- A statement describing any inter-university collaboration related to the project or other collaborations.
- A plan for project evaluation and for dissemination of results.
- Information on project continuation after the grant period concludes, if relevant.
- The project budget — **narrative** and **spreadsheet** — including information on funds from other sources (leveraged funds are encouraged but not required) and a detailed allocation of funds requested from IMSEP.
  - Use budget major categories on the following page.
  - Budget should clearly break out expenses by categories, including salaries, benefits, travel, equipment, supplies, subawards, construction, participant tuition/stipends, and other direct costs (specify). An indirect cost of eight percent (8%) is allowed. Funds must be spent by May 31, 2011. NOTE: Multi-year program proposals are permitted, but will be subject to annual committee review prior to renewal decision
- Format: 11 point font or larger; 1 inch margins or greater; single or double spaced.
- A maximum of twelve pages permitted (*including the reference page*), excluding the Application Cover Sheet and budget spreadsheet.

**Submission Deadline**

**March 19, 2010, 5:00 PM**

**Funding Decision**

April 26, 2010

**Award Date**

June 1, 2010

All funds must be spent by May 31 of the program award year. **Awards will be dependent upon the Iowa Legislature sustaining support to IMSEP at an appropriate level.**

### SUBMISSION

By March 19, 2010, 5:00 pm, deliver one hard copy with appropriate signatures to Kari Jastorff at address on page 2. By this same deadline submit one electronic copy to your respective campus representative (below), and one copy to Kari Jastorff, Program Manager, Iowa Mathematics and Science Education Partnership, at e-mail address below. Campus committees may conduct internal reviews prior to forwarding proposals to an inter-campus review committee on March 26. PIs may wish to consult local committees during the writing process.

**All proposers submit one copy to Kari Jastorff at IMSEP@uni.edu**

UI proposers submit one copy to Ted Neal, adjunct instructor in science education, ted-neal@uiowa.edu

ISU proposers submit one copy to Barbara Dougherty, CESMEE Director, barbarad@iastate.edu

UNI proposers submit one copy to Jill Uhlenberg, Dept. Head, C & I, jill.uhlenberg@uni.edu



## BUDGET TEMPLATE

**Major heading categories or similar categories used by your Office of Sponsored Programs. (Please check with your Office of Sponsored Programs for its preferred budget template spreadsheet.)**

1. Salaries and Wages
2. Fringe Benefits
3. Travel
4. Equipment
5. Materials and Supplies
6. Subawards
7. Construction
8. Participant Tuition/Stipends
9. Other Direct Costs

Total Direct Costs (TDC)

10. Indirect Costs (8% of TDC)

TOTAL BUDGET

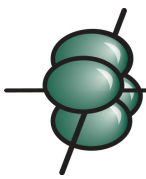
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### **ALLOWABLES:**

Costs under this IMSEP award must be reasonable, allowable and consistent with existing institutional/university guidelines and policies pertaining to allowable expenditures at your respective institution/university.

#### Please note:

- Principal Investigators may choose to pay workshop participation stipends directly to teachers or to reimburse their school districts for substitute teachers but one may not offer both for the same teachers during the same time frame.
- Consultant fees must be no more than \$500 per day unless prior approval from the sponsor (IMSEP).
- Travel outside the United States contiguous borders (*including Canada and Mexico*) will not be allowed without prior approval from the sponsor (IMSEP).
- Any expenditure that is not supported by receipt(s) or invoice(s) and proof(s) of payment is unallowable.
- Any expenditure that is not directly related to the project and the IMSEP mission is unallowable.
- Any funds not expended by the end of the program year will be forfeited.



## Competitive Grant Proposal Reviewer Guide

**PROPOSAL TITLE:** \_\_\_\_\_

<b>Merit Review (50%)</b>	<b>Score (1 poor – 5 excellent)</b>
<b>Impact</b> – Evidence that the project is likely to have a lasting and significant impact and outcome	
<b>Project Design</b> – Reasonable timeline, effective program structure, potential for success, innovative methods proposed	
<b>Management</b> – Clear description of the roles and responsibilities of team members	
<b>Evaluation</b> – Clarity of project goals, clear outcome measure/metrics	
<b>Sustainability</b> – Potential for continuation beyond IMSEP-funded duration	
<b>Budget</b> – Appropriate to the proposed work	
<b>Merit Sub-Total</b>	

<b>Relevance to IMSEP (50%)</b>	<b>Score (1 poor – 5 excellent)</b>
<b>Degree of support of the IMSEP priority objectives 1, 2, 3, 6, and/or 8</b>	
<b>Degree of support of the IMSEP goals and objectives overall</b>	_____ x 2
<b>Degree of collaboration</b> – Involvement of collaborative partners, if relevant	
<b>Leveraged Resources</b> – Other funds not provided by IMSEP (not required, but encouraged)	
<b>Relevance Sub-Total</b>	

<b>PROPOSAL TOTAL SCORE:</b>	
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**Narrative commentary:**