Application Package for Information Technology Education Grant 2024 Act 59

Due May 3, 2024

This document is available from:

Wisconsin Department of Public Instruction
125 South Webster Street Madison, WI 53703
http://dpi.wi.gov

These instructions are provided to help prepare a grant application for
Information Technology Education Grant.
Specific instructions are provided for key features and program requirements.

If you have any questions email iteducationgrant@dpi.wi.gov

Information Technology Education Grant Application Procedures and Instructions

Background

Pursuant to [Wis. Stat. §115.455](), the Wisconsin Department of Public Instruction (DPI) is authorized to award a grant to an entity to provide information technology education opportunities to public school pupils in grades 6 to 12, technical college district students, and patrons of public libraries (the Information Technology Education Grant). Only one entity will be awarded the grant.

Funds

This is an annual (fixed) appropriation, beginning in FY24 at $875,000.

Application Due Date

Eligible entities must submit their application using the online application form found at: https://widpi.co1.qualtrics.com/jfe/form/SV_0DFDqAhgHGnxskm

Applications are due by 11:59 p.m. on **Sunday, May 14, 2023.**

DPI reserves the right to reject any submitted proposal and will do so if the proposal does not adhere to funding applications or application preparation instructions.

Competition Timeline

Event	Date
Application Release	Wednesday, April 12, 2024
Application Deadline	11:59 p.m. on Friday, May 3, 2024
Review by DPI	May 6, 2024 – May 10, 2024
Award Notification	No later than May 15, 2024
Grant Award will be Disbursed	Upon approval of documentation submitted to the Department

Who is Eligible to Apply?

To be eligible for the Information Technology Education Grant, the entity must demonstrate that it has successfully offered an information technology instructional program in schools in this state, shall develop an instructional program that includes all of the following components, and shall ensure that the instructional program will be operated in 225 sites, including 16 public libraries:

(a) A research-based curriculum emphasizing the development of information technology skills.
(b) Online access to the curriculum.
(c) Instructional software for use in the classroom and at a pupil's home.
(d) A curriculum that aligns with the coding and other techniques included on the computer science Advanced Placement examination. In developing the required curriculum, the entity must ensure that a pupil who successfully completes the curriculum and passes the Advanced Placement examination is eligible for certification.
(e) Certifications of skills and competencies in a broad range of information technology −related skill areas, including applications used most often in businesses.(For example: Microsoft.net, Azure, Microsoft365, GoogleIT Support, Amazon Web Services, Certiport IT Specialist)
(f) Professional development and co-teaching for teachers and administrators, including teachers providing instruction in the information technology program.
(g) Deployment and program support, including integration of the information technology instructional program with curriculum standards.
(h) Opportunities for pupils completing the information technology program to earn college credit.

In awarding the Information Technology Education Grant, the DPI shall give preference to an entity that demonstrates that it has successfully provided high-quality information technology instructional programming and educational opportunities to pupils enrolled in or attending schools in this state.

Award Administration

Award Conditions: The selected entity must provide documentation to the Department that provides evidence that the entity has conducted the activities necessary to meet the criteria for grant eligibility (e.g., pertaining to the number and location of sites, and the required components of the instructional program, as specified in the Abstract portion of the application), by June 30, 2023.

Reporting Requirements: Reporting requirements will be included in the grant award letter.

The awarded entity will be required to submit the following information for each fiscal year for DPI as evidence that the entity has met all assurances:

- copy of all site agreements

- a list of all sites (as defined in FAQ #3) that may be utilizing the online curricular materials (with or without the certification option), as explained under "Who is Eligible to Apply?".

- a usage report of all program requirements

- a per site usage and completion report on all program requirements

- school listing available to DPI to allow auditing the Technical Incentive Grant claims

All Applications Shall Include for Evaluation of Eligibility and Selection:

I. **General Information**

II. **Overview**

III. **State General Assurances**

IV. **Certification Signature**

V. **Statement of Assurances**

    a) State General Assurances

    b) Grant Specific Assurances

VI. **Abstract**

VII. **Abstract /Summary**
Provide a summary of the plan to be reviewed for quality of programming, curricular resources, and certification programs. (5-page-limit). This summary must include a project narrative that provides evidence of programming for an information technology instructional program in schools in this state and explanation of how the entity will develop an instructional program that includes all of the following components and ensure that the instructional program will be operational at a minimum of 225 sites, including 16 public libraries:

    a) A research-based curriculum emphasizing the development of information technology skills.

    b) Online access to the curriculum.

    c) Instructional software for use in the classroom and at a pupil's home.

    d) A curriculum that aligns with the coding and other techniques included on the computer science Advanced Placement examination. In developing the required curriculum, the entity shall ensure that a pupil who successfully completes the curriculum and passes the Advanced Placement examination is eligible for certification.

    e) Certifications of skills and competencies in a broad range of information technology-related skill areas, including applications used most often in businesses. (For example: Microsoft.net, Azure, Microsoft365, GoogleIT Support, Amazon Web Services, Certiport IT Specialist)

    f) Professional development and co-teaching for teachers and administrators, including teachers providing instruction in the information technology program.

    g) Deployment and program support, including integration of the information technology instructional program with curriculum standards.

    h) Opportunities for pupils completing the information technology program to earn college credit.

VIII. **Narrative of Implementation Plan**

Provide, in detail, the program implementation plan to meet the minimum statutory requirements and, if applicable, how a site would leverage the online resources, even if the certification component of the grant is not utilized by a site. For any site not participating in the certification component of the grant, the implementation plan must also detail how certification resources will be redistributed to maximize statewide utilization (5-page limit). Any of the eligible sites may leverage the online modules and curriculum without offering certifications; however, that site would not be counted for the purposes of meeting the minimum of 225 sites to be served, as required under the statute.

Part I: Description of how the entity applying for this grant has successfully offered an information technology instructional program in schools in Wisconsin.

Part II: Description of how the instructional program developed with these grant funds will include all the following components:

a) A research−based curriculum emphasizing the development of information technology skills.

b) Online access to the curriculum.

c) Instructional software for use in the classroom and at a pupil's home.

d) A curriculum that aligns with the coding and other techniques included on the computer science Advanced Placement examination. In developing the curriculum required under this paragraph, the entity shall ensure that a pupil who successfully completes the curriculum and passes the Advanced Placement examination is eligible for certification.

e) Certifications of skills and competencies in a broad range of information technology−related skill areas, including applications used most often in businesses. (For example: Microsoft.net, Azure, Microsoft365, GoogleIT Support, Amazon Web Services, Certiport IT Specialist)

f) Professional development and co−teaching for teachers and administrators, including teachers providing instruction in the information technology program.

Part III: A plan to ensure that the instructional program developed with these grant funds will be operated in *225 sites, including 16 public libraries.*

Part IV: Detailed description of how information technology education opportunities be provided to the public-school pupils, technical college district students, and public library patrons.

Part V: Provide a detailed description how the funds will be used in a budget narrative.

Wisconsin Department of Public Instruction
Information Technology Education
Grant 2023 Act 59
Application Questions and Scoring Rubric

PI-9562 (Rev 04-23)

The descriptors for each item are below. Reviewers should use the Rubric Scoring Sheet to record all scores.

Abstract

Weak: *(0 points)*	*The abstract had a missing or incomplete summary of the target population, the key needs, and/or the planned implementation approach(es).*
Average: *(1 point)*	*The abstract included most of the necessary information but there was still missing information in one of the following: the target population, summarized key needs, or summarized planned implementation approach(es).*
Strong: *(2 points)*	*The abstract summarized the target population, summarized the key needs, and summarized the planned implementation approach(es).*

Application Questions:

1. **Please describe how the entity applying for this grant has successfully offered an information technology instructional program in schools in Wisconsin.** [s. 115.455(3) Wis. Stats.]

Not Present: *(Disqualified)*	*There was significant information missing in the evidence of offering an information technology instructional program in schools in Wisconsin.*
Present: *(Qualified)*	*There is significant evidence of completion, and/or personnel responsible in offering an information technology instructional program in schools in Wisconsin.*

2. **Describe how the instructional program developed with these grant funds will include all the following components.** [s. 115.455(2) Wis. Stats]

    a. A research–based curriculum emphasizing the development of information technology skills.
    b. Online access to the curriculum.
    c. Instructional software for use in the classroom and at a pupil's home.
    d. A curriculum that aligns with the coding and other techniques included on the computer science Advanced Placement examination. In developing the curriculum required under this paragraph, the entity shall ensure that a pupil who successfully completes the curriculum and passes the Advanced Placement examination is eligible for certification.

e) Certifications of skills and competencies in a broad range of information technology−related skill areas, including applications used most often in businesses. (For example: Microsoft.net, Azure, Microsoft365, GoogleIT Support, Amazon Web Services, Certiport IT Specialist)

f) Professional development and co−teaching for teachers and administrators, including teachers providing instruction in the information technology program.

g) Deployment and program support, including integration of the information technology instructional program with curriculum standards.

h) Opportunities for pupils completing the information technology program to earn college credit.

Not Present (0 points):	*There was no evidence in the proposed plan for each of the statutorily defined components.*
Beginning (1 point):	*The proposed plan addresses each component, but all components lack sufficient details, specificity, or deliverable timelines.*
Developing (2 points):	*The proposed plan addresses each component, but a majority of the components lack sufficient detail, specificity, or deliverable timelines.*
Accomplished (3 points):	*The proposed plan addresses all components with a sufficient level of detail and specificity, and included detailed deliverable timelines.*
Exemplary (4 points):	*The proposed plan addresses all components with a high level of detail and specificity along with detailed deliverable timelines that include milestones, progress reports and regular communication with the department.*

3. **How will you ensure that the instructional program developed with these grant funds will be operated in *225 sites, including 16 public libraries.*** [s. 115.455(2) Wis. Stats]

Not Present: (0 points)	*No process is described for how implementation sites will be identified or the strategy used to implement the program. The applicant does not specify operations in 225 sites including 16 public libraries.*
Beginning: (1 point)	*There was a reference to identifying implementation sites, but lacks sufficient detail on implementation strategies, does not include geographic representation for the state as a whole, or fails to include specific public library sites.*
Developing: (2 points	*The plan to identify implementation sites and strategy for successful implementation that includes geographic representation as a whole and includes specific public libraries.*
Accomplished: (3 points)	*The plan to identify implementation sites and strategy for successful implementation that includes geographic representation as a whole and includes specific public libraries. The plan also allows for consultation with DPI to refine site selection and provide input into the implementation strategies.*
Exemplary: (4 points)	*The plan to identify implementation sites and strategy for successful implementation that includes geographic representation as a whole and includes specific public libraries. The plan also allows for consultation with DPI to refine site selection and provide input into the implementation strategies. Additionally, the plan identifies a description of how data will be collected, as well as a protocol to analyze the data to refine, improve, and strengthen the project.*

4. Describe in detail how the information technology education opportunities be provided to the following: [s. 115.455(2) Wis. Stats]

a) public school pupils in grades 6 to 12

Not Present: *(0 points)*	*Details about this stakeholder group are not present in the proposed grant project.*
Beginning: *(1 point)*	*This stakeholder group is noted but few details were provided.*
Developing: *(2 points)*	*This stakeholder group is described in a limited way but details about successful implementation lacked sufficient detail or specificity.*
Accomplished: *(3 points)*	*This stakeholder group is fully identified and includes specific and measurable strategies for providing information technology education opportunities.*
Exemplary: *(4 points)*	*This stakeholder group is fully identified and includes specific and measurable strategies for providing information technology education opportunities including a description of the stakeholder engagement process(es), to further inform and refine the proposed grant project.*

b) technical college district students, and

Not Present: *(0 points)*	*Details about this stakeholder group are not present in the proposed grant project.*
Beginning: *(1 point)*	*This stakeholder group is noted but few details were provided.*
Developing: *(2 points)*	*This stakeholder group is described in a limited way but details about successful implementation lacked sufficient detail or specificity.*
Accomplished: *(3 points)*	*This stakeholder group is fully identified and includes specific and measurable strategies for providing information technology education opportunities.*
Exemplary: *(4 points)*	*This stakeholder group is fully identified and includes specific and measurable strategies for providing information technology education opportunities including a description of the stakeholder engagement process(es), to further inform and refine the proposed grant project.*

c) patrons of public libraries.

Not Present: *(0 points)*	*Details about this stakeholder group are not present in the proposed grant project.*
Beginning: *(1 point)*	*This stakeholder group is noted but few details were provided.*
Developing: *(2 points)*	*This stakeholder group is described in a limited way but details about successful implementation lacked sufficient detail or specificity.*
Accomplished: *(3 points)*	*This stakeholder group is fully identified and includes specific and measurable strategies for providing information technology education opportunities.*
Exemplary: *(4 points)*	*This stakeholder group is fully identified and includes specific and measurable strategies for providing information technology education opportunities including a description of the stakeholder engagement process(es), to further inform and refine the proposed grant project.*

5. Please provide a budget narrative

Not Present:
(0 points)
There was no information submitted.

Beginning:
(1 point)
There was a brief description of the plan, but it provided almost no information about how funds will be used.

Developing:
(2 points)
Narrative answers were submitted, but description was not complete in order to determine how all funds will support students and/or lifelong learners, or whether there are unallowable uses as outlined in [s. 115.455(2) Wis. Stats].

Accomplished:
(3 points)
Description included how all funds will be used to support both students and lifelong learners, how all are allowable uses for these funds, and how the funds generally align with needs presented in the needs assessment.

Exemplary:
(4 points)
Narrative included an in-depth description of how all funds will be used to support both students and lifelong learners, including differences in strategy between the two groups. Narrative indicated that funding will be aligned to the needs presented in the needs assessment and are clearly allowable uses of these funds as per [s. 115.455(2) Wis. Stats].