



ARKANSAS DEPARTMENT OF EDUCATION

CONTRACT/GRANT AWARD ROUTING FORM

Use this routing form for obtaining approvals (in the order listed below) for every Professional or Technical Services Contract, MOU, Grant Award or other agreement exceeding \$10,000. When the form is complete, the contract must be returned to the Finance Office. The Finance Office will forward those exceeding \$50,000 to DFA for additional approvals.

Contract with: UCA

Approved: [Signature] Date: 03/26/16
Unit Leader

Approved: \_\_\_\_\_ Date: \_\_\_\_\_
Assistant Commissioner

Approved: [Signature: Trai Boyd] Date: 4/7/16
Finance Office

Approved: [Signature: C. B. ...] Date: 4/15/16
Legal Office

Approved: [Signature: myotched] Date: 4/20/16
Commissioner/Deputy Commissioner

Comments \_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_



# ARKANSAS DEPARTMENT OF EDUCATION

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Legal Office

Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
Commissioner/Deputy Commissioner

Comments \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



## 2016 Computer Science Professional Development Program Grant Memorandum of Understanding

This memorandum of understanding (MOU) is being entered into between the Arkansas Department of Education (ADE) and the Arkansas STEM Center, Arkansas Educational Service Cooperative, Arkansas public university, Arkansas public community college, or other public institution listed in Section I, hereinafter "INSTITUTION".

### Section I – INSTITUTION Information

Name: **University of Central Arkansas**  
Address: **201 Donaghey Ave  
Conway, AR 72035**  
Contact Name: **Stephen Addison**  
Contact Email: **saddison@uca.edu**

### Section II – Funding Information

Grant funding is subject to the availability of funds appropriated by legislative act for the purpose stated in the grant award. ADE reserves the right to reduce or void the grant award upon appropriated funds becoming reduced or unavailable. In addition, a grant agreement may be terminated by ADE at any time for any reason upon notice to the grant recipient.

ADE reserves the right to reduce funding if the initial funding projections are determined not to have been realistic based upon the number of actual applicants or other factors. Should additional funds become available for distribution, ADE will determine how these funds will be distributed.

Program funds shall not be obligated for expenditure before the beginning date of the grant or after the ending date of the grant. Funds may be requested only for those items that are reasonable and necessary for accomplishing the objectives of the program as defined in the application notice and for implementing activities as described.

Costs not included in the approved grant budget, including approved budget revisions, will not be reimbursed by ADE. Any costs that are incurred either before the start of the grant award or after the expiration of the grant award performance period are not allowable.

INSTITUTION must receive the benefit and liquidate all obligations incurred under the grant award no later than June 30, 2017.

For costs to be allowable to be charged to a grant, costs must generally meet the following criteria:

- Be necessary and reasonable for the performance of the grant and be allocable under the applicable cost principles



- Conform to limitations or exclusions set forth in the grant agreement as to types or amount of costs
- Be consistent with policies and procedures that apply uniformly to federally or state-funded activities and activities funded from other sources
- Be determined in accordance with generally accepted accounting principles (GAAP)
- Be adequately documented.

ADE will provide INSTITUTION up to **\$116,998.00** in grant funding for the ADE approved 2016 Computer Science Professional Development Program. Forward funding, not to exceed 50% of total program funding, in the amount of **\$0** will be made available to INSTITUTION on or before **April 29, 2016**. The remaining funding amount will be made available to INSTITUTION as reimbursements per the following schedule, subject to ADE receipt of invoices and attestations of meeting program requirements and MOU assurances.

The grant period for this funding is April 1, 2016 – June 30, 2017; INSTITUTION will return all funds not liquidated before June 30, 2017 to ADE by July 31, 2017.

#### **FY2016 – Q4 Reimbursement**

- Expenses, beyond already transferred amount, through June 20, 2016
- Invoice and attestation due to ADE on or before June 22, 2016
- Made available on or before July 29, 2016

#### **FY2017 – Q1 Reimbursement**

- Expenses, beyond already transferred amounts, through September 30, 2016
- Invoice and attestation due to ADE on or before October 4, 2016
- Made available on or before November 11, 2016

#### **FY2017 – Q2 Reimbursement**

- Expenses, beyond already transferred amounts, through December 31, 2016
- Invoice and attestation due to ADE on or before January 13, 2017
- Made available on or before February 24, 2017

#### **FY2017 – Q3 Reimbursement**

- Expenses, beyond already transferred amounts, through March 31, 2017
- Invoice and attestation due to ADE on or before April 5, 2017
- Made available on or before May 5, 2017

#### **FY2017 – Q4 Reimbursement**

- Expenses, beyond already transferred amounts, through June 20, 2017
- Invoice and attestation due to ADE on or before June 26, 2017



- Made available on or before July 29, 2017

### **FY2017 – Final Reimbursement**

- Expenses, beyond already transferred amounts, through June 30, 2017
- Invoice and attestation due to ADE on or before July 10, 2017
- Made available on or before August 4, 2017

### **Section III – Program Delivery**

INSTITUTION will provide professional development in the content area of computer science in accordance with the attached Computer Science Professional Development Program Grant Application 2016 submitted to ADE by INSTITUTION. Any provisions within the attached Computer Science Professional Development Program Grant Application 2016 that are in conflict with any provision within this MOU are declared invalid, and INSTITUTION must adhere to all provisions within this MOU.

INSTITUTION must commence and perform project activities according to established timelines. Failure to do so may result in reduction and reallocation of funds.

### **Section IV - Funding Use**

INSTITUTION will utilize all funding awarded under this grant for activities to provide professional development to Arkansas educators in the content area of computer science, at no charge to said educators or their employing institutions.

INSTITUTION will use Fiscal control and accounting procedures that permit the tracing of funds to a level of expenditure adequate to establish that funds have been used in accordance with grant award. The INSTITUTION must maintain effective control over and accountability for all funds, property, and other assets. The INSTITUTION'S financial management system must provide for the following:

- Identification, in its accounts, of grant awards received and expended for the program under which they were received.
- Accurate, current, and complete disclosure of the financial results of each grant award or program
- Records that identify adequately the source and application of grant funds
- Effective control over, and accountability for, all funds, property and other assets

INSTITUTION acknowledges that funding awarded under this grant is subject to all applicable federal and state laws and regulations in addition to the provisions herein Section II – Funding Information.

INSTITUTION acknowledges that it has reported planned uses for the funding and will not substantially deviate from the program approved and as indicated within the attached Computer



Science Professional Development Program Grant Application 2016 submitted to ADE by  
INSTITUTION

INSTITUTION will not use any grant award funds to either forward fund or reimburse program participants for any PRAXIS fees; INSTITUTION will direct participants that are seeking licensure endorsement to use the ADE CS PRAXIS Reimbursement Form found at <http://goo.gl/yHWjFF>.

INSTITUTION will insure, prior to any participant receiving a stipend as allowed under this MOU, that participant must satisfy one of the following requirements on or before June 1, 2017:

- for classroom educators completing a K-8 focus program must take part in follow-up opportunities for one school year through which they demonstrate proper CS embedding within their classes and support of other educators within their school and/or district. (maximum stipend amount of \$1,250.00)
- for district or school level educators completing a K-8 focus program must take part in follow-up opportunities for one school year through which they demonstrate how they are supporting broad classroom integration of the CS embedded standards through ongoing and meaningful professional development. (maximum stipend amount of \$1,250.00)
- for classroom educators completing the 7th/8th Grade Coding Block focus program must successfully instruct students in the 7th/8th Grade Coding Block standards and demonstrate support of other educators within their school and/or district in the 7th/8th Grade Coding Block standards and the embedded K-8 Computer Science Standards. (maximum stipend amount of \$1,500.00)
- for district or school level educators completing the 7th/8th Grade Coding Block focus program must take part in follow-up opportunities for one school year through which they demonstrate how they are supporting district-wide or school-wide implementation and instruction of the 7th/8th Grade Coding Block and the embedded K-8 Computer Science Standards through ongoing and meaningful professional development. (maximum stipend amount of \$1,500.00)
- for any individual completing an approved professional development offering focused on preparation to pass the assessment necessary to gain an ADE Computer Science Endorsement or provisional license for non-traditional programs must be successful in attaining the ADE Computer Science Endorsement (or ADE Provisional License in Computer Science) and supporting the instruction of one or more of the approved Act 187 courses through either a face-to-face or hybrid instructional model for the 2016-2017 school year. (maximum stipend amount of \$1,750.00)

INSTITUTION and participant will ensure that acceptance of any stipend is allowed under all applicable laws and rules, including district policy, prior to stipend award.

If the INSTITUTION fails to comply with any of the terms of the grant award, whether stated in a federal statute or regulation, an assurance, a state plan, application, grant award notification, or elsewhere, ADE may take one or more of the following actions:



- Temporarily withhold payments pending correction of the deficiency by the grant recipient;
- Disallow or deny both use of funds and matching credit for all or part of the cost of the activity or action not in compliance with the grant;
- Wholly or partly suspend or terminate the grant award;
- Withhold further awards for the grant program; or,
- Take other remedies that may be legally available

## **Section V – Reporting**

INSTITUTION will complete and submit with each reimbursement request an ADE Grant Budget/Expenditure Report and Budget Narrative found at <http://goo.gl/forms/1ed8hVU4x5>. Reimbursement funds will not be released to INSTITUTION until the requisite Grant Budget/Expenditure Report and Budget Narrative is submitted.

INSTITUTION will report to the ADE grant coordinator for this grant a list, in .xls file format, of all participants on July 1, 2016 and June 30, 2017 and include the following participant information:

- First and Last Name
- Arkansas Educator Licensure System Case ID – available at <https://goo.gl/gDI4hl>
- Official Email Address
- Employing LEA
- Current Licensure Codes – *same cell, comma delimited*
- Grades Currently Teaching – *using grade bands K-2, 3-5, 6-8, 9-12*
- Percentage of program competition – *INSTITUTION determined*
- Number of scheduled PD hours, as part of this MOU, in which participant was expected to participate
- Number of scheduled PD hours, as part of this MOU, in which participant has actually participated
- Amount of any stipend awarded to participant – *N/A for July 1, 2016 report*

## **Section VI – Failure to Comply**

ADE reserves the right to revoke a grant award for reasons including but not limited to the following:

- Noncompliance with the specified purpose of the grant award
- Failure to account for grant funds in accordance with standards for financial management, to retain proper documentation for grant expenditures, or to provide information to auditors or program monitors
- Failure to provide accurate, timely, and complete information as requested by ADE to evaluate the effectiveness of the grantee



## **Section VII – Other Assurances**

Administration of the program, activities, and services facilitated by the funding awarded within this MOU will be in accordance with all applicable state and federal statutes and regulations.

INSTITUTION will evaluate its program semiannually to assess its progress toward achieving its goals and objectives and use its evaluation results to refine, improve, and strengthen its program and to refine its goals and objectives as appropriate.

INSTITUTION will provide ADE representatives, and/or other state agency representatives, reasonable access to the campus and classrooms where programs and/or activities facilitated by grant funds awarded under this MOU.

INSTITUTION must disclose, in a timely manner, in writing to ADE all violations of criminal law involving, but not limited to fraud, bribery, or gratuity violations potentially affecting the grant recipient. Failure to make required disclosures can result in any of the actions described in the **Failure to Comply** section.

INSTITUTION will select and utilize a system of participant selection that is impartial and does not exclude, based on district of employ or federally protected class, any ADE Licensed Arkansas Educator.

INSTITUTION must disclose in writing any potential conflict of interest between the recipient and ADE employees. In addition, all grant recipients that receive in excess of \$25,000 will be required to complete the **“Contract and Grant Disclosure and Certification Form.”**

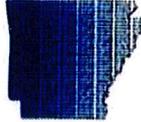
## **Section VIII – Commingling of Funds**

INSTITUTION must not deposit or record funds in a general account without the ability to identify each specific source of funds for any expenditures, which is known as commingling of funds. Funds from each Federal, State, local, and private funding source must be identified with a clear audit trail for each source. The accounting systems of all grant recipients must ensure that grant funds are not commingled with funds from other State or Federal agencies or private entities. Funds specifically budgeted and/or received for one project may not be used to support another

## **Section IX – Record Retention**

Financial records, supporting documents, statistical records and all other records pertinent to the grant award shall be retained by the grant recipient for four years following the end of the grant award performance period. The retention requirement extends to books of original entry, source documents supporting accounting transactions, the general ledger, subsidiary ledgers, personnel and payroll records, cancelled checks, and related documents and records.

- Source documents include paper or electronic copies of all grant awards, applications and required financial and narrative reports.



- Personnel and payroll records shall include the signed time and attendance reports for all individuals included in the project, whether they are employed full-time, part-time, or on a volunteer basis.
- Time and effort reports are required for employees with grant-funded salaries.

Grant recipients must further agree to permit access to these records to ADE program or fiscal staff, or any of their authorized representatives, as needed for monitoring purpose.

**Section X – Carryover of Grant Funds**

All encumbrances/obligations shall occur on or between April 1, 2016 and June 30, 2017.

INSTITUTION must receive the benefit and liquidate all obligations incurred under the grant award no later than June 30, 2017

If the grant recipient has not obligated all of its grant funds by June 30, 2017, any unexpended grant funds will be requested for return to ADE.

\_\_\_\_\_  
Johnny Key, Commissioner of Education  
Arkansas Department of Education

4/26/16

\_\_\_\_\_  
Date

Steven W. Runge, Ph.D.

\_\_\_\_\_  
INSTITUTION Authorized Representative  
Printed Name

Executive Vice President and Provost

\_\_\_\_\_  
INSTITUTION Authorized Representative  
Title

\_\_\_\_\_  
INSTITUTION Authorized Representative  
Signature

4/25/16

\_\_\_\_\_  
Date

## RIDER

Any contract or agreement to which the University of Central Arkansas ("UCA") is a party shall be deemed to have the following provisions incorporated by reference:

(1) ***"Notwithstanding any other provision of this agreement or contract, the University of Central Arkansas shall not be responsible or liable for any type of special or consequential damage to the other party, specifically including, but not limited to, lost profits or commissions, loss of goodwill, or any other damages of such nature."***

(2) ***"Notwithstanding any other provision of this agreement or contract, the University of Central Arkansas shall never indemnify or hold another party harmless from any damages, liability, claims, demands, causes of action or expenses. However, with respect to any loss, expense, damage, liability, claim or cause of action, either at law or in equity, for actual or alleged injuries to persons or property, arising out of any negligent act or omission by UCA, or its employees or agents, in the performance of this agreement, UCA agrees that:***

***(a) it will cooperate with the other party to this agreement in the defense of any action or claim brought against the other party seeking damages or relief;***

***(b) it will, in good faith, cooperate with the other party to this agreement should such other party present any claims or causes of action of the foregoing nature against UCA to the Arkansas State Claims Commission;***

***(c) it will not take any action to frustrate or delay the prompt hearing on claims of the foregoing nature by the Arkansas State Claims Commission, and will make reasonable efforts to expedite any hearing thereon.***

***UCA reserves the right, however, to assert in good faith any and all defenses available to it in any proceedings before the Arkansas State Claims Commission or any other forum.***

***Nothing herein shall be interpreted or construed to waive the sovereign immunity of UCA."***

(3) ***"The University of Central Arkansas does not have any form of general liability insurance. It does have liability insurance coverage on vehicles, as well as certain professional liability coverage for clinical programs (and students assigned through those programs). Please contact the university department with responsibility for the program involved or the Office of General Counsel, if you have questions concerning insurance coverage."***

## Contract and Grant Disclosure and Certification Form

Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that Order, shall be a material breach of the terms of this contract. Any contractor, whether an individual or entity, who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the agency.

As an additional condition of obtaining, extending, amending, or renewing a contract with a state agency I agree as follows:

1. Prior to entering into any agreement with any subcontractor, prior or subsequent to the contract date, I will require the subcontractor to complete a CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM. Subcontractor shall mean any person or entity with whom I enter an agreement whereby I assign or otherwise delegate to the person or entity, for consideration, all, or any part, of the performance required of me under the terms of my contract with the state agency.
2. I will include the following language as a part of any agreement with a subcontractor:  

*Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that Order, shall be a material breach of the terms of this subcontract. The party who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the contractor.*
3. No later than ten (10) days after entering into any agreement with a subcontractor, whether prior or subsequent to the contract date, I will mail a copy of the CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM completed by the subcontractor and a statement containing the dollar amount of the subcontract to the state agency.

I certify under penalty of perjury, to the best of my knowledge and belief, all of the above information is true and correct and that I agree to the subcontractor disclosure conditions stated herein.

Signature  Title Executive Vice President & Provost Date 4/25/16

Vendor Contact Person Steven W. Runge, Ph.D. Title \_\_\_\_\_ Phone No. 501-450-5673

*Agency use only*

Agency Number \_\_\_\_\_ Agency Name \_\_\_\_\_ Agency Contact Person \_\_\_\_\_ Contract Phone No. \_\_\_\_\_ or Grant No. \_\_\_\_\_

# CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM

Failure to complete all of the following information may result in a delay in obtaining a contract, lease, purchase agreement, or grant award with any Arkansas State Agency.

SUBCONTRACTOR: SUBCONTRACTOR NAME:

**Yes**  **No** University of Central Arkansas

IS THIS FOR:

**Goods?**

**Services?**  **Both?**

TAXPAYER ID NAME: University of Central Arkansas

YOUR LAST NAME: FIRST NAME:

M.I.:

ADDRESS:

CITY: STATE: ZIP CODE: COUNTRY:

**AS A CONDITION OF OBTAINING, EXTENDING, AMENDING, OR RENEWING A CONTRACT, LEASE, PURCHASE AGREEMENT, OR GRANT AWARD WITH ANY ARKANSAS STATE AGENCY, THE FOLLOWING INFORMATION MUST BE DISCLOSED:**

## FOR INDIVIDUALS \*

Indicate below if: you, your spouse or the brother, sister, parent, or child of you or your spouse is a current or former: member of the General Assembly, Constitutional Officer, State Board or Commission Member, or State Employee:

Position Held	Mark (✓)		Name of Position of Job Held [senator, representative, name of board/ commission, data entry, etc.]	For How Long?		What is the person(s) name and how are they related to you? [i.e., Jane Q. Public, spouse, John Q. Public, Jr., child, etc.]	Relation
	Current	Former		From MM/YY	To MM/YY		
General Assembly							
Constitutional Officer							
State Board or Commission Member							
State Employee							

**None of the above applies**

## FOR AN ENTITY (BUSINESS) \*

Indicate below if any of the following persons, current or former, hold any position of control or hold any ownership interest of 10% or greater in the entity: member of the General Assembly, Constitutional Officer, State Board or Commission Member, State Employee, or the spouse, brother, sister, parent, or child of a member of the General Assembly, Constitutional Officer, State Board or Commission Member, or State Employee. Position of control means the power to direct the purchasing policies or influence the management of the entity.

Position Held	Mark (✓)		Name of Position of Job Held [senator, representative, name of board/ commission, data entry, etc.]	For How Long?		What is the person(s) name and what is his/her % of ownership interest and/or what is his/her position of control?	
	Current	Former		From MM/YY	To MM/YY	Person's Name(s)	Ownership Interest (%)
General Assembly							
Constitutional Officer							
State Board or Commission Member							
State Employee							

**None of the above applies**

#11

**COMPLETE****Collector:** Web Link 1 (Web Link)**Started:** Wednesday, February 10, 2016 8:04:41 PM**Last Modified:** Thursday, February 25, 2016 10:57:34 AM**Time Spent:** Over a week**IP Address:** 107.92.122.10

## PAGE 1: General Information

<b>Q1: Organization Name</b>	University of Central Arkansas
<b>Q2: Organization Type</b>	Arkansas based public university
<b>Q3: Organization LEA (if applicable)</b>	N/A
<b>Q4: Organization Mailing Address (Line 1)</b>	201 Donaghey Ave
<b>Q5: Organization Mailing Address (Line 2) - optional</b>	a
<b>Q6: Organization Mailing Address (City)</b>	Conway
<b>Q7: Organization Mailing Address (Zip Code)</b>	72035
<b>Q8: Contact Person (First Name)</b>	Stephen
<b>Q9: Contact Person (Last Name)</b>	Addison
<b>Q10: Contact Person (Email Address)</b>	saddison@uca.edu
<b>Q11: Contact Person (Telephone XXX-XXX-XXXX)</b>	501-450-3199
<b>Q12: Contact Person (Title)</b>	Professor and Dean: College of Natural Sciences and Mathematics

## PAGE 2: Program Focus Selection

<b>Q13: Please select a program focus for this application (NOTE: each organization may submit a separate application for each focus area for which they wish to offer)</b>	Embedded K-8 Computer Science Standards
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## PAGE 3: Program Information

**Q14: Provide a program description. Be certain to provide information related to the curriculum, content guide, and materials to be utilized**

The University of Central Arkansas, in partnership with the Cyber Innovation Center (CIC), proposes a multi-pronged approach to ensuring the successful implementation and integration of computer science into the K-8 classrooms. The CIC is a national leader in designing, developing, and implementing highly effective and interdisciplinary cyber/STEM programs. This proposal will provide teachers with robust and proven curricula, resources, and professional development. Collectively, these components provide a hands-on, context-based approach to both the curricula and

## Computer Science Professional Development Program Grant Application 2016

development. Collectively, these components provide a hands-on, context-based approach to both the curricula and professional development; thus further empowering teachers to transform their classrooms into 21st century learning environments.

### Access to Curricula

Teachers will be given access to a robust library of curricula, content, and resources. This library of curricula, developed by the CIC, contains 180+ hour courses for middle school—6th, 7th, and 8th grades. The curricula, representing an investment of more than \$15 million in cyber education, approaches 'cyber' in a unique manner. Cyber is the integration of STEM and liberal arts disciplines with a societal context and a technology underpinning. The CIC's curricula leverages cyber as a means to drive science, technology, engineering, and math fundamentals while also developing critical soft skills necessary to succeed in a knowledge-based, 21st century economy. This proposal is built upon a strong foundation of previously vetted, peer-reviewed, and proven content.

This curricula provides teachers with dynamic resources (master notes, lesson plans, supplemental materials, assessments, etc.) to increase student engagement while developing strong science, technology, engineering, and mathematics fundamentals at lower grades, then advancing those skills while digging deeper in technical fields at the upper grades. Teachers will join a large network of educators from across the country, connecting with real-world events and applications as well as interfacing with the subject matter experts.

- STEM Explore, Discover, Apply – STEM Explore, Discover, Apply (STEM EDA) is a three-course elective sequence for middle school grades 6-8. In STEM EDA, students are engaged in science, technology, engineering, and mathematics through a series of hands-on projects. This approach allows students to not only improve their problem solving and critical thinking skills but also develop invaluable competencies in leadership, teambuilding, creativity, and communication.
- Cyber Literacy – Cyber Literacy is a hands-on curriculum that builds a strong cyber foundation for 8th or 9th grade students. The course introduces students to cyber by blending robotics, programming, electricity, and elements of liberal arts. Students learn about the opportunities, threats, responsibilities, and legal constraints associated with operating in cyberspace. Throughout the course, students learn the basics of electricity, programming, and networking as well as develop critical thinking skills. Cyber Literacy lays a foundation for further exploration into STEM and cyber-related topics.

The content, including the courses that are a part of this proposal, is based on previously funded grants from the National Science Foundation, U.S. Department of Education, National Aeronautics and Space Administration (NASA), and Department of Homeland Security.

### Professional Development

The CIC will offer Arkansas teachers a dynamic professional development experience while also building a strong support network of teachers across the state. The professional development model is designed for teachers to gain hands-on experience with projects and technology that provides new, innovative ways to engage students. Teachers will gain an understanding of our approach to curriculum design, immerse themselves into some projects and lessons, and gain valuable insight into how they might implement these lessons in their classroom. Research shows that this generation of learners, or 21st century learners, requires (and demands) a much different learning environment than those before. To that, professional development workshops will be offered for Arkansas teachers to learn best practices and pedagogies on means to engage students the way they want to be engaged—through hands-on and interdisciplinary projects.

The professional development offered through the CIC focuses on teacher empowerment and provides a collaborative and comprehensive solution that fosters systemic and sustainable change in education. Teachers who participate in the training are equipped with resources and strategies to transform the classroom, better educate the next generation learner, and prepare students for the jobs of future.

#### • Regional Professional Development

The CIC will host a two-day professional development workshop in each of the five geographical regions across the state: Central, Northeast, Northwest, Southeast, and Southwest. Each of these workshops will be for approximately 160 teachers. During this workshop, teachers will experience hands-on a number of STEM EDA modules that will connect to the Arkansas Computer Science Standards.

#### • Statewide Professional Development

The CIC will host a two-day professional development workshop on UCA's campus for approximately 150 teachers. During this workshop, teachers will experience hands-on a number of STEM EDA modules that will connect to the Arkansas Computer Science Standards. This workshop is for those teachers who may not be able to attend the regional workshop in their region and is meant to bring together educators from across the state.

## Computer Science Professional Development Program Grant Application 2016

### • Train the Trainer

The CIC will host a three- to four-day professional development workshop on UCA's campus for the staff of the 12 STEM Centers and 15 Co-Ops. This workshop will provide the "trainers" with the opportunity to receive professional development on the curriculum so they can be empowered to go back to their community and support implementation within their local schools. The train-the-trainer approach supports long-term sustainability.

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**Q15: If your organization plans to contract with an outside vendor/provider to provide professional development, provide the name and website URL for that vendor/provider. (N/A for not applicable)**

The University of Central Arkansas will contract with the Cyber Innovation Center's National Integrated Cyber Education Research Center ([www.NICERC.org](http://www.NICERC.org)). The Cyber Innovation Center is a 501(c)(3) not-for-profit corporation.

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**Q16: Provide a schedule for the program. Be certain to include the days, times, and number of hours that the sessions are to meet.**

#### Summer 2016

o Statewide workshop: The CIC will host a two-day (eight hours per day) professional development workshop on UCA's campus for approximately 150 teachers.

o Train the trainer workshop: The CIC will host a three-day (eight hours per day) professional development workshop on UCA's campus for the staff of the 12 STEM Centers and 15 Co-Ops.

#### Fall 2016

o Regional workshops: The CIC will host a two-day (eight hours per day) professional development workshop in each of the five geographical regions across the state: Central, Northeast, Northwest, Southeast, and Southwest. Each of these workshops will be for approximately 160 teachers.

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**Q17: Provide a detailed plan to document evidence of program performance and success of the participants including all required and requested reporting.**

We will use pre- and post-test evaluation instruments to document program performance and the success of participants. All required and requested reporting will be provided in accordance with ADE provided deadlines.

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**Q18: Provide the qualifications required for all staff and instructors. If a project manager or director can be identified, please do so at this time.**

The CIC's staff and instructors include subject matter experts and master teachers. For example, the CIC's Director of Curricula is Dr. Krystal Corbett and Director of Professional Development is Dr. Chuck Gardner. Members of the Professional Development Team include multiple K-12 certified teachers who hold degrees in content areas and have classroom experience.

UCA will manage this program through its STEM Institute. This Institute is directed by Dr. Uma Garimella who holds a PhD in Biology and has been active in developing professional development for Arkansas teachers in all STEM disciplines. Dr. Garimella has ably directed and facilitated professional development for Arkansas teachers in STEM disciplines, including Computer Science, for many years.

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### PAGE 4: Program Budget

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**Q19: Total Grant Amount Requested**

168963.0

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**Q20: Grant Forward Funding Requested in Dollar Amount (maximum of 50% of total proposed grant) - NOTE: organization will be required to return all unused or excess funding once program completion information is submitted.**

*Respondent skipped this question*

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**Q21: Proposed Cost Per Participant**

194.88

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**Q22: Estimated Number of Participants**

867.0

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**Q23: Summary of the Program's Proposed Budget**

Budget Summary

Curricula Access - No Cost

Regional Professional Development - \$ 117,770.00

Statewide Professional Development - \$ 23,554.00

Train the Trainer Workshop - \$ 27,639.00

Total - \$ 168,963.00

Stipends:

This proposal poses three options regarding stipends:

1) Stipends will not be covered through this proposal. Either stipends will not be given or they will be covered by the school district directly. - \$0

2) Stipends in the amount of \$10 per hour will be provided through this proposal. Teachers completing the professional development will provided \$140 (14 hours of professional development at \$10 per hour).

Regional PD \$112,000

Statewide PD \$22,400

TOTAL \$134,400

3) Stipends in the amount of \$20 per hour will be provided through this proposal. Teachers completing the professional development will provided \$280 (14 hours of professional development at \$20 per hour).

Regional PD \$224,000

Statewide PD \$44,800

TOTAL \$268,800

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**Q24: Completer Individual Stipend Amount (if applicable)** *Respondent skipped this question*

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**Q25: Total Amount Allocated for Participant Stipends (if applicable)** *Respondent skipped this question*

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**PAGE 5: Assurances and Certification**

**Q26: WE, THE UNDERSIGNED, CERTIFY that the information contained in this application, is complete and accurate to the best of our knowledge; that the necessary assurances of compliance with applicable state and federal statutes, rules, and regulations will be met; and, that the indicated organization designated in this application is authorized to administer this grant. WE FURTHER CERTIFY that the assurances listed above, have been or will be satisfied and that all facts, figures, and representations in this application are correct to the best of our knowledge.**

Yes

**Q27: First and last name of the authorized Representative certifying this application on behalf of the organization.**

Stephanie Bellar

**Q28: Title of authorized Representative certifying this application on behalf of the organization.**

Dean of the Graduate School and Director of Sponsored Programs

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**Subject:** Amendment to UCA Computer Science Professional Development Proposal

**Date:** Friday, March 18, 2016 at 1:06:49 PM Central Daylight Time

**From:** Stephen Addison

**To:** Anthony Owen (ADE)

Mr. Owen:

Please find a PD of the amendment to the UCA proposal attached to this e-mail. Please let me know if you need anything else. We are looking forward to working on the project.

Steve Addison

Stephen Addison  
Professor of Physics  
Dean, College of Natural Sciences and Mathematics  
University of Central Arkansas  
Conway, AR 72035  
(501) 450-5083  
saddison@uca.edu

> On Mar 14, 2016, at 1:04 PM, Anthony Owen (ADE) <Anthony.Owen@arkansas.gov> wrote:

>

> Greetings,

>

> Thank you for responding to my inquiry regarding your grant funding. Your proposed programs have been slated to be funded at various percentages. I will need an amended proposal from each of your organizations, demonstrating a plan to provide the PD at or below the percentage communicated. These amended proposals will need to be submitted via email (in PDF format) before 4:00p.m. Friday, March 18th. ADE will conduct an internal review and make final determination of award by March 25th. Please note that the reduction in expenditures may not be met through a reduction in number of estimated participants; this statement applies to all except U.C.A. because of their already low cost per participant.

>

> If your revised proposal is approved, ADE will begin work on creating Memorandums of Understanding for each of your programs, which should be delivered to you electronically on or before Friday, March 25, 2016. These MOU's will need to be signed and returned no later than 4:00 p.m. on March 31, 2016. If you requested forward funding, I will work as quickly as I can to process those disbursements, but as you know it can take some time.

>

> A comprehensive list of requirements will be in the MOU, but here are few early reminders/notifications:

>

> \* Participants may not be charged a fee to take part in any of these trainings

> \* Your PD must be open to any ADE licensed educator in the state, preference may be given to your local institutions, but your organization may not exclude someone only because they are not part of your co-op or group.

> \* Stipends may not be provided to the teachers until completion of the training (and other requirements as listed on the commissioner's memo announcing this grant)

> \* If your proposal included PRAXIS fees, that amount should be/will be removed from your proposal, participants should use the CS PRAXIS reimbursement program already established by ADE

>

> Feel free to contact me if you have any questions.

>

> Thanks for all you do.

>

> Sincerely,

>

> Anthony A. Owen

> Coordinator of Computer Science

> Arkansas Department of Education

> Four State Capitol Mall; Room 302A

> Little Rock, AR 72201

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> Cell Phone: (501) 218-4506  
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> Email: anthony.owen@arkansas.gov  
>  
> Interested in the Arkansas Computer Science Initiative? Follow me on twitter  
@AnthonyOwenADE<<https://twitter.com/AnthonyOwenADE>> and sign up for the Computer Science listserv at  
<http://goo.gl/forms/FqGJ2CtXe1>.  
>  
> NOTICE: The contents of this email are not intended or offered as legal advice. Transmission of this information is not intended to create, and receipt does not constitute, a lawyer - client relationship between, the author or the Arkansas Department of Education and the recipient or any other reader.

## **Computer Science Professional Development Program Grant Application 2016**

This is an amendment to reflect changes in the previously submitted proposal. Contact information (sections 1-12 from the original submission are repeated. In the balance of the document only the amended sections are included.

### **1. Organization Name**

University of Central Arkansas

### **2. Organization Type**

Arkansas based public university

### **3. Organization LEA (if applicable)**

### **4. Organization Mailing Address (Line 1)**

201 Donaghey Ave

### **5. Organization Mailing Address (Line 2) - optional**

### **6. Organization Mailing Address (City)**

Conway

### **7. Organization Mailing Address (Zip Code)**

72035

### **8. Contact Person (First Name)**

Stephen

### **9. Contact Person (Last Name)**

Addison

### **10. Contact Person (Email Address)**

saddison@uca.edu

### **11. Contact Person (Telephone XXX-XXX-XXXX)**

501-450-3199

### **12. Contact Person (Title)**

Professor and Dean: College of Natural Sciences and Mathematics

## **Amended Sections**

We have revised our budget to reflect the requested 30% in reduction. Our revised budget reflects both a 31% reduction in budget and impact.

### **16. Provide a schedule for the program. Be sure to include the days, times, and the number of hours that the sessions are to meet.**

- Summer 2016
  - *Statewide workshop*: The CIC will host a 2-day (8 hours per day) professional development workshop at UCA for approximately 90 teachers.
  - *Train the trainer workshop*: the CIC will host a 3-day (hours per day) professional development workshop at UCA for the staff of the 12 STEM Centers and 15 Co-Ops.
- Fall 2016
  - *Regional workshops*: The CIC will host a 2-day (8 hours per day) professional development workshop in each of the 5 geographical regions across the state: Central, Northeast, Northwest, Southeast, and Southwest. Each of these workshops will be for approximately 90 teachers.

### **19. Total Grant Amount Requested**

\$116,988

### **21. Proposed Cost Per Participant**

196.97

### **22. Estimated number of Participants**

594

### 23. Summary of the Program’s Proposed Budget

#### Budget Summary

Curricula Access	No Cost
Regional Professional Development	\$ 80,970.00
Statewide Professional Development	\$ 16,194.00
Train the Trainer	\$ 19,834.00
<b>Total</b>	<b>\$ 116,998.00</b>

#### Impact

Total Teachers Trained	540
Total Trainers Trained	54
Total	594
Cost per Teacher/Trainer	\$ 196.97

### 25. Teacher Stipends

As in the original proposal, we propose three options for stipends. Our figures reflect the change in impact under each option. We will use the option selected by ADE.

- i. Stipends will not be covered through this proposal. Either stipends, will not be given, or they will be covered by the school districts directly.
- ii. Stipends in the amount of \$10 per hour will be provided through this proposal. Teachers completing the professional development will receive \$140 (14 hours of professional development at \$10 per hour). This would require additional funding as outlined in the following table.

Regional PD	\$70,000
Statewide PD	\$14,000
<b>TOTAL</b>	<b>\$84,000</b>

- iii. Stipends in the amount of \$20 per hour will be provided through this proposal. Teachers completing the professional development will receive \$240 (14 hours of professional development at \$20 per hour). This would require additional funding as outlined in the following table.

Regional PD	\$140,000
Statewide PD	\$28,000
<b>TOTAL</b>	<b>\$168,000</b>