



Alaska Studies Mini-Grants Application

Background and Purpose

The Alaska Department of Education & Early Development (EED) is looking for 10 multimedia resources that are engaging to Alaska's students, grades 9-12. Final lessons will be added to the existing Alaska Studies online class through Alaska's Learning Network (sponsored by the Anchorage School District) as well as shared statewide through Alaska's Digital Sandbox resources for all teachers to use.

Teachers may be awarded \$5,000 each to produce a mini-lesson tied specifically to Alaska's History. Lesson must be:

- Multimedia
- Student-centered (Appealing to the grades 9-12 audience)
- Place-based: Developed from local community issue(s).
- Collaborate with teacher, students, and community elder(s)
- Submitted in digital media to be shared statewide with other teachers (including formatted lesson plan or use explanation with Past/Present/Future themes)
- Lesson plans must be culturally relevant, and teacher-ready with the final project.
- All lessons will begin with Alaska Studies state standard, and include integrated content areas for reading, writing, and math or science, at a minimum.
- Lessons should follow the example provided.

Themes may include:

- Geography
- People of Alaska
- Demographics and Impact of Immigration, Exploration and Health Issues
- Russian American Days
- Territorial Days
- Gold Rush Days
- World War II
- Jim Crow in Alaska
- Statehood
- Earthquake
- Industries and Impact on Alaskans (Subsistence, Fishing, Trade, Railroad, Construction, Timber, Tourism, Oil, Mining)
- Alaska Native Land Claims Settlement Act
- ANILCA (Alaska National Interest Lands Conservation Act) & ANCSA (Alaska Native Claims Settlement Act)
- Economy of Alaska
- Alaska's Permanent Fund

Funding is made possible through the Iditarod Area School District for inclusion into the Alaska Digital Sandbox and Alaska's Studies online course, sponsored by Anchorage School District, and offered through Alaska's Learning Network (AKLN).

Deadline for submissions: Tuesday, January 31, 2012.



Multimedia Details: These grants will be targeted specifically for students, grades 9-12 to enhance Alaska Studies courses and provide alternatives to existing resources to appeal to this audience. Grantees will be required to use the template provided and submit final products for inclusion into Alaska's Digital Sandbox, Anchorage School District's online Alaska Studies Course, and to Iditarod School District.

Multimedia can be any digital format that is enticing to the audience, and created by students with the guidance of an Alaskan teacher. Preference is given to videos that are 3-5 minutes, but all multimedia will be considered in the grant application.

Eligibility

All Alaska public school district may be eligible to apply with a team of the following: an Alaska Studies teacher, high school students, and community member(s).

Application Review Process

A panel of reviewers composed of EED staff, Iditarod Area School District staff, University of Alaska, and Anchorage School District, will read all applications received by the deadline. Applications will be scored independently using the scoring form and rubric included in this RFA. Reviewers will then conference to clarify the accuracy of reviewers' understanding. Each reviewer will assign a rating to each of the components published in this competition. The reviewer may, for each section, use the entire range of scores, including zero, even though only descriptions of the minimal, good, and excellent scores are provided. The reviewers' total scores will be averaged and then priority and incentive points will be added to the appropriate application's average score. This final score will determine the order by which applications will be considered for funding; funds will be awarded to the highest final scoring application.

Review panelists will be asked for recommendations for improving the project and commenting on the feasibility of the budget. These comments may form the basis for adjustments negotiated to the project prior to issuance of the grant award.

Award Process

The state retains the right to refrain from making any awards if it determines that to be in its best interest. This competition does not, by itself, obligate the state. The state reserves the right to add terms and conditions during grant negotiations. These terms and conditions will be within the scope of the competition and will not affect the application reviews.



A maximum of fifty points per will be awarded to applications based on the following:

Points	Priority Area
15	Applications with a team who are participating for the sake of hands-on learning of unique characteristics of their community to share with others.
15	Applications with a team who is committed to honoring their community with their project that includes past/present/future.
15	Applications that show relevance to students, grades 9-12 and follow the guidelines provided in the rural ed rubric below.
5	Final products in a multimedia format usable by others, with preference to videos 3-5 minutes total length.

All digital media will be judged according to the following rubric for quality required:

	Criteria	Advanced	Proficient	Developing	Emerging
Content – Rural Education	Rural Ed http://nces.ed.gov/pubs2007/2007040.pdf	Artifact has practical application to the area. Artifact is unique and uses local materials and resources. Artifact clearly connects to a traditional activity or a contemporary adaptation; noting the seasonal applications and necessary preparation.	Artifact has practical application to the area. Artifact is unique and uses local materials and resources. Artifact clearly connects to a traditional activity or a contemporary adaptation.	Artifact has practical application to the area. Artifact is unique and uses local materials and resources.	Artifact is unique and uses local materials and resources.

By February 7, 2012, the state will issue a written Notice of Intent to Award (NIA) the school district and send copies to all applicants. The NIA will identify the application(s) selected for award.

Appeals Process

Chapter 40 of the Alaska Administrative Code governs the process of appeals. This information is available on the Alaska Legislative website at www.legis.state.ak.us/folhome.htm.

- a) Scroll down to Alaska Information and select *The Alaska Administrative Code*,
- b) Select *Title 4 Education and Early Development*,
- c) Scroll down to and select "Chapter 40. Review and Appeals of Actions and Decisions Regarding Funding. (4 AAC 40.010 - 4 AAC 40.050)."



Timeline

Competition Begins	Monday, November 7, 2011
Audio Conference for Applicants	Nov. 16 & Nov. 29, 2011, at 3:30 p.m.
Submissions Due	January 30, 2012
Notice of Intent to Award	February 7, 2012
Grant Award Issuance	February 14, 2012
Grant Period	February 14 – May 31, 2012

Technical Assistance

EED personnel are available to provide technical assistance and answer questions about the Alaska Studies mini-grants application. Please contact Roxanne Mourant at (907) 465-8578 or roxanne.mourant@alaska.gov.

An audio conference for all applicants will be held November 16, 2011, and November 29, 2011 at 3:30 p.m. A representative of your organization may participate, though participation is not required. A representative from each school is welcome to participate: 1-800-315-6338 pin: 8578#.

Assurance of Nondiscrimination

The Alaska Department of Education & Early Development (EED) is an equal opportunity employer and will not discriminate in the Department employment, supervision, practices, services or educational programs on the basis of race, religion, color, national origin, age, sex, handicap, marital status, changes in marital status, pregnancy, parenthood, veteran's status, veteran's disability or political affiliation.

Other Considerations

Fiscal Procedures

All funds for the Alaska Studies mini-grants must be assigned to individual accounts that can be readily identified and verified.

All payments will be made with \$2,000 for original grant awardees, and then \$3,000 on a reimbursement basis for expenditures incurred by the grantee once the final project has been received and approved as the quality required. Reimbursement requests must be submitted to the Iditarod Area School District no later than June 30, 2012 on a form (supplied by Iditarod) and a computer printout indicating the date of obligation, vendor name, accounting object code, and exact amount of the transaction. The final payment will not be made until after the grant activity has been concluded and the required final product has been submitted to EED. Expenditures in excess of approved budget amounts will be the responsibility of the grantee.



Eligible expenditures will be limited to those directly necessary and essential to the accomplishment of the proposed grant activity. These will customarily include personnel salaries, benefits, consultant fees, materials and supplies, travel, telephone and postage. Indirect expenses may be charged only by the fiscal agent provided the applicant has a state approved indirect cost rate. The eligibility of any disputed item shall be determined by EED, Iditarod School District, and the sponsoring school district or agency shall be responsible for any disputed expenditure. Changes in budgets for approved grant applications shall be conditional on written approval from Iditarod.

The authorization to encumber grant monies will expire at the scheduled conclusion of the approved grant. The final financial statement should be submitted not later than 60 days after the grant expiration date.

School district grantees are responsible for ensuring that audit and accounting procedures are in compliance with OMB Circular A133. Nonprofit agencies' and school districts' regular audit must include a separate schedule of receipts and expenditures by expense object codes for each grant.

Disallowable Costs

The following are costs not allowed under OMB Circular A-87: bad debts, contingencies, contributions and donations, entertainment costs, fines and penalties, interest and other financial costs, expenses of local governmental bodies such as school boards and city councils, undercover of costs under grant agreements, and/or application preparation costs.

Items that may be considered to be educational incentives for students or staff are assumed to be extraneous to the conduct of a federally funded program. If an applicant plans to use these federal funds for items such as t-shirts, banners, stickers, pencils, pizza parties, gift certificates, or other similar purposes, a written justification must be filed with EED program manager and approved prior to reimbursement.

Subcontracts

The Department of Education & Early Development retains the right to establish the following procedures for subcontracting within a project resulting from this RFA.

- a. A grantee may subcontract for services up to \$2,000 without prior approval from EED.

Ownership of Copyright and Patents

Ownership of any copyrights, patents, or other proprietary interests that may result from grant activities shall be governed by applicable federal regulations. The department retains



the rights for no-cost use or replication of any materials, designs, or programs developed through the use of these funds.

News Releases and Publications

The State of Alaska encourages agencies to publicize approval of these projects and their activities. Every local recipient of funds under this RFA must, in any publication or public announcement, clearly identify any program assisted as a funded program from Alaska's Learning Network through a grant from the Alaska Department of Education & Early Development. The EED program manager must approve all press releases concerning this project prior to release.

The following disclaimer must be printed on materials resulting from work supported by the grant:

"The contents of this product were developed with the assistance of a grant from the Alaska Department of Education & Early Development (EED) with funding from Iditarod School District. However, these contents do not necessarily represent the policy of the EED, nor endorsement by the Iditarod School District."

Indemnification

Any contractor shall indemnify, save harmless and defend the state, its officers, agents and employees from all liability, including costs and expenses, for all actions or claims resulting from injuries or damages sustained by any person or property arising directly or indirectly as a result of any error, omission or negligent act of the contractor, subcontractor or anyone directly employed by them in the performance of this contract.

All actions or claims including costs and expenses resulting from injuries or damages sustained by any person or property arising directly or indirectly from the contractor's performance of this contract which are caused by the joint negligence of the state and the contractor shall be apportioned on a comparative fault basis. Any such joint negligence on the part of the state must be a direct result of active involvement by the state.

Insurance

During the life of this grant, any contractor shall purchase and maintain insurance with a carrier or carriers satisfactory to the Department of Administration, Division of Risk Management, covering injury to persons or property suffered by the State of Alaska or a third party, as a result of errors or omissions or operations which arise both out of and during the sub-contractor engaged in work under this grant. A thirty (30) day prior notice to the contracting officer is required before cancellation, non-renewal or breach and ground for termination of the contractor's services.



Alaska Studies Mini-Grant APPLICATION:

Teacher Name: _____

District: _____

School: _____

Email contact: _____ Phone: _____

Student #1 Name: _____ Grade: _____

Student #2 Name: _____ Grade: _____

Other students developing the project include: _____

Community Member(s) committed to the project:
Name: _____ Title/role: _____

Description of your digital product: _____

Why would students, grades 9-12 want to use this product? _____

How will this honor your community? _____

APPLICATIONS DUE: JANUARY 31, 2012

Send to: Roxanne.mourant@alaska.gov / Fax: 907-465-2989

EXAMPLE OF FINAL FORM TO USE WITH THE DIGITAL PRODUCT



Title	
Level: Grade Level	Content: Alaska Studies, Reading, Writing, Math, Science, Technology (examples)
Overview: Brief description	

Standards *Example: Science SC2: Students develop an understanding of the structure, function, behavior, development, life cycles, and diversity of living organisms.*

Cross-Curricular Connection
Show how the Alaska Studies lesson is used to address other content areas.

Assessments (Insert or attach rubric for project-based, analytical learning. If skill-based, provide assessment and/or pre-assessment. This should show what mastery looks like in Proficient, and beyond mastery in Advanced.)

Standard/Trait	Advanced	Proficient	Developing	Emerging

Materials Differentiate between required and desired AND type of resource (book, website, handout etc.)
Books:
Website:
Handouts/Attachments:

Daily Delivery (For example Prior knowledge activation, guided / independent practice, activities, group work, etc.)

Day One: (Example: Pre-assessment activity or the hook that gets students interested and activates prior learning.)

Attachments Attach or paste assessments, hand-outs, visuals, etc.

An example will be provided from a project from Klukwan by mid-December, and placed in Alaska's Digital Sandbox that is accessible to all by December 15, 2011. For details, contact: Roxanne.mourant@alaska.gov