



**COLORADO**  
Department of Education

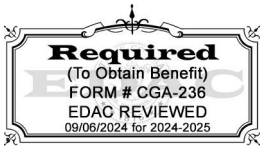
[Applications Due](#): Thursday, October 10, 2024, by 5:00 pm

Application Information Webinar: Wednesday, September 18, 2024, 3:00-4:00 pm

[Intent to Apply Due](#): Thursday, October 3, 2024, by 11:59 pm

## Colorado's Computer Science Teacher Education (CSEd) Grants for Teachers Program

Pursuant to: Teacher Grants for Computer Science Education 22-97-101 C.R.S.



### Program Questions:

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**Note:** The following Word document version of the application is intended only as a reference document for instructions and grant application planning purposes.

Applications for the Computer Science Education (CSEd) Grant will be submitted through GAINS at:  
<https://colorado.egrantsmanagement.com>.

Submissions of this version either in hard copy or electronically via email will not be accepted.

**Computer Science Education Grants for Teachers Program**  
Applications Due: October 10, 2024 by 5:00pm

## Introduction and Purpose

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[Senate Bill 17-296](#), the Colorado Computer Science Teacher Education Grant Program (CSEd), was authorized by the Colorado Legislature during the 2017 legislative session to support K-12 teacher professional development in computer science. This grant program exists to promote the postsecondary education of eligible teachers who teach or wish to teach computer science in K-12 education.

Please use this document as a guide for the online application. All required elements of the application will be captured through CDE's Grants Management System, GAINS.

## Eligible Applicants and Priority Criteria

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Public local education providers (LEPs) must apply for funds on behalf of teachers. Individual teachers are not eligible to receive grant funding directly from the Colorado Department of Education (CDE).

LEPs are eligible to apply for this opportunity. An eligible LEP is:

- A School District;
- A Board of Cooperative Educational Services (BOCES);
- A Charter School authorized by a School District; or
- A Charter School authorized by the Charter School Institute

**Note:** Applications will not be accepted from individual non-charter schools and must be authorized and submitted through the LEP.

Applicants that have received funds from the previous cycles of the Computer Science Teacher Education Grant and/or the Computer Science Education Activities Grant may still apply for this current funding opportunity but in their narrative responses must describe current grant professional learning opportunities and demonstrate how, if awarded, capacity to provide professional development for teachers will be expanded, augmented, or sustained. Past expenditure of funds and quality of program implementation will also be considered.

Available grant funding will be distributed to LEPs with school(s) demonstrating high need based on Priority Criteria. Priority will be given to LEPs that:

- Serve students eligible for Free and Reduced Lunch exceeding the 2023-2024 statewide K-12 average of 45.8%.
- Serve a high number of minority students exceeding the 2023-2024 statewide average of 49.5%.
- Are designated as a [Rural or Small Rural LEP](#).

Charter Schools: Pursuant to [C.R.S. 22-30.5-104 \(11\)](#), a charter school may choose to apply apart from their authorizer for a competitive grant program created by a federal or state statute or program. The charter school is considered the LEP only for the purposes of applying and determining eligibility. A charter school's authorizer will be the fiscal agent, if funded.

- A charter school that applies for a grant shall provide to its authorizing district:
  - A copy of the grant application at the time the application is submitted to CDE; and
  - If the charter school receives the grant moneys, a summary of the grant requirements, a summary of how the charter school is using the grant moneys, and periodic reports on the charter school's progress in meeting the goals of the grant as stated in its application.
- If a charter school intends to apply for a grant that the school's authorizing school district is also intending to apply for, the charter school shall seek to collaborate with the school district in the application and to submit the application jointly. If the charter school and the school district are unable to agree to collaborate in applying for the grant, the charter school may apply for the grant independently or in collaboration with other charter schools.

## Available Funds and Duration of Grant

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LEP-determined K-12 teacher professional development- Approximately \$395,668 is available for district-determined computer science professional development for the 2024-2025 fiscal year. Grants will be awarded for a eight-month term beginning in November 2024 of the 2024-2025 fiscal year. Funds must be expended by June 30, 2025. There will be no carryover of funds.

### Application Timeline

<b>October 10, 2024</b>	Computer Science Education Grant Program applications due to CDE
<b>November 2024 *</b>	Computer Science Education Grant Program applicants will be notified of final award status
<b>June 30, 2025</b>	Grant funds must be expended by June 30, 2025
<b>September 30, 2025</b>	LEPs receiving grants must submit a report detailing the use of funds throughout the year

\*This date is dependent on the State Board of Education meeting schedule.

## Allowable Use of Funds

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According to [1 CCR 301-100](#) Funds may be used for professional development tuition, fees, and/or training program costs, and/or professional development books and/or materials for the teacher receiving training.

A Local Education Provider that receives a grant under the program shall use the monies to:

- Be used for postsecondary coursework or training that enables a teacher or teachers to teach computer science, including concurrent enrollment courses in computer science or Advanced Placement computer science, at coursework or training that applies toward the completion of a degree or industry-recognized certificate in computer science, the completion of a high quality training program, or the mastery of a teaching content area in computer science; and/or
- Fund high-quality training programs to be offered to teachers in the district that enable the teachers to teach computer science courses; and/or
- To cover the cost of the professional development activities that the applicant intends to pursue using the grant funds.

Note: Travel costs are not considered an allowable use of funds for this grant. If LEPs would like to cover the cost of travel for educators to attend professional learning, those costs will need to be included in a stipend. Travel includes, but is not limited to mileage, lodging, transportation, etc.

## Evaluation and Reporting

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Each Education Provider (LEP) that receives a grant through the Computer Science Education Grants Program is required to report, at a minimum, the following information to the Department on or before **September 30, 2025**.

- Number of teachers who benefitted from the grant;
- The outcomes of the grant, including the postsecondary courses, degrees, training programs, or industry-recognized certificates completed, and the education provider that provided the education;
- The amount of funding each grantee dedicated toward allowable expenses, including tuition, fees, training programs, books, and/or materials on behalf of teachers; and
- The expected impact of the additional teacher training and education on students.

## Data Privacy

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CDE takes seriously its obligation to protect the privacy of student and educator Personally Identifiable Information (PII) collected, used, shared, and stored. PII will not be collected through the Computer Science Education Grant for Teachers Program. All program evaluation data will be collected in the aggregate and will be used, shared, and stored in compliance with CDE's privacy and security policies and procedures.

Note: Documents submitted must not contain any personally identifiable student or educator information including names, identification numbers, or anything that could identify an individual. All data should be referenced/included in the aggregate and the aggregate counts should be redacted to remove small numbers under n=16 for students or n=5 for educators.

Information reported to CDE in relation to grant activities is not confidential and is subject to public request. Awarded grantees should ensure reported information does not contain Personally Identifiable Information (PII) or confidential information.

## **Application Assistance and Intent to Apply**

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An application training webinar will be held on **Wednesday, September 18, 2024, from 3:00-4:00 pm**. Please join the meeting through [Zoom](https://us02web.zoom.us/j/89447856402) <https://us02web.zoom.us/j/89447856402>. Note: this session will be recorded and posted on the website following the webinar.

If interested in applying for this funding opportunity, complete the [Intent to Apply](#) by **Thursday, October 3, 2024, at 11:59 pm**. Although strongly encouraged, completion of the Intent to Apply is not a required component of the application process. Completing the Intent to Apply assists CDE in knowing who needs access to the application and providing access guidance, securing a sufficient number of peer reviewers, and a way to communicate important updates with potential applicants.

LEPs receiving a grant may request technical assistance from CDE staff for the duration of the grant.

## **Review Process and Notification**

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Applications will be reviewed by CDE staff and peer reviewers to ensure they contain all required components.

**Note:** This is a competitive process—applicants must score at least 49 points out of the 74 possible narrative points to be approved for funding. See the Narrative Criteria and Evaluation Rubric (page 9) for further guidance. LEPs with applications that score below 49 points may be asked to submit revisions that would bring the application up to a fundable level. There is no guarantee that applying will result in funding or funding at the requested level. All award decisions are final. Applicants that do not meet the qualifications may reapply for future grant opportunities.

The State Board of Education will approve grant recommendations in **November 2024**. Applicants will be notified of final award status no later than **November 29, 2024**.

## **Submission Process and Deadline**

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Completed applications must be submitted online at <https://colorado.egrantsmanagement.com> by **October 10, 2024, by 5:00 pm**. Incomplete or late applications will not be considered.

Application materials and budget are available for download on the [CDE's Computer Science Grant webpage](#).

## **Required Application Elements**

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The elements outlined below must be completed to assure consistent application of the evaluation criteria. See evaluation rubric for specific selection criteria needed in Part II (page 10).

**Part I: Applicant Information and Program Assurances**

**Part II: Narrative:**

Section A: Grant Proposal Summary

Section B: Professional Development Plan

**Note:** Apart from the items noted above, attachments or addendums cannot be utilized to address the required elements or be factored into the scoring and are therefore discouraged.

**Computer Science Education Grants for Teachers Program**  
**Applications Due: October 10, 2024, by 5 pm**

**Part IA: Applicant Information**

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Applicants will be asked to provide the following information within the [online application](#).

Local Education Provider (LEP) Information			
Recipient Schools			
(list all schools impacted by this funding – additional rows may be added)			
Authorized Representative Information			
Name:		Title:	
Telephone:		E-mail:	
Program Contact Information			
Name:		Title:	
Telephone:		E-mail:	
Fiscal Manager Information			
Name:			
Telephone:		E-mail:	

## Part IB: Program Assurances

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Applicants will agree to the below Assurances within the CSEd application in GAINS. An upload of this document is not required.

The applicant hereby applies for and, if awarded, accepts the state funds requested in this application. In consideration of the receipt of these grant funds, the applicant agrees that the General Assurances form for all state funds and the terms therein are specifically incorporated by reference in this application. The applicant also certifies that all program and pertinent administrative requirements will be met. In addition, grantees that accept **Colorado's Computer Science Education Grants for Teachers Program** funding agree to the following assurances:

- 1) The grantee will annually provide the Colorado Department of Education the evaluation information required on page 4 and in the End-of-Year Program Report (**Appendix B**) of the Request for Application.
- 2) The grantee will work with and provide requested data to CDE for the Grant Program within the timeframes specified.
- 3) The grantee will not discriminate against anyone regarding race, gender, national origin, color, disability, or age.
- 4) Funded projects will maintain appropriate fiscal and program records and fiscal audits of this program will be conducted by the grantees as a part of their regular audits.
- 5) All records of the program will be retained for five years and access to those records will be available for the purposes of review and audit.
- 6) If any findings of misuse of these funds are discovered, project funds will be returned to CDE.
- 7) The grantee will maintain sole responsibility for the project even though subcontractors may be used to perform certain services.
- 8) If the number of teachers registered to attend the regional trainings do not attend the trainings, the grantee will reimburse the Department the costs of the unattended trainings.

### **Duplication of Benefits**

Federal or State funds generally cannot be used to pay for the exact same cost or activity already paid for from another source of funding. This is sometimes referred to as a prohibition on duplication of benefits (DOB), or "double-dipping." Entities using multiple funding sources should be aware of the different authorities and program requirements for each funding source, being careful to avoid DOB in instances where they are paying for similar costs or activities from multiple sources. (2CFR200.302) Subrecipients should avoid a duplication of benefits for any state or federal award. A duplication of benefits occurs when the amount of the assistance (i.e., funding) to a beneficiary exceeds the total allowable assistance (i.e., based on the total allocable expenses) to that beneficiary for that purpose.

- 9) Upon approval of these assurances, the applicant certifies no duplication of benefits resulting in this funding will occur. If awarded, the Awardee (applicant) will notify in writing CDE should this occur.

### **Fraud, Waste and Abuse**

Recipients of grant funds are responsible for taking steps to reduce fraud, waste, and abuse. Fraud, waste and abuse can come in many forms, such as:

- Embezzlement, bribery, or other public corruption involving federal or state funds;
- Serious mismanagement involving federal or state programs or funds;
- Theft or misuse of Federal student aid to include knowledge of fraud, waste, or abuse involving a financial aid administrator or other entity official(s), or knowledge of fraud, waste, or abuse involving a student loan servicer or collection agency;
- Knowledge that your entity is not complying with regulations or laws involving Federal student aid or other federal or state program or operation requirements;
- Conflicts of interest-violation of arm's length agreements;
- Contract and procurement irregularities;
- Theft or abuse of government property;
- Employee misconduct; or
- Ethics violations by officials.

Entities are required to have a procedure or methodology for timely reporting, in writing, of any noted violations that may potentially affect the federal award. (2CFR200.113)

- 10) Upon approval of these assurances, the applicant certifies there are sufficient internal controls in place to reduce or eliminate the possibility of fraud, waste and abuse with these, or any funds within their agency, and if an instance occurs. If awarded, the Awardee (applicant) will notify CDE in writing.

**Conflict of Interest**

The applicant hereby certifies that, to the best of its knowledge and belief, there are no present or currently planned interests (financial, contractual, organizational, or otherwise) relating to the work to be performed under the contract or grant resulting from this award that would create any actual or potential conflict of interest (or apparent conflicts of interest) (including conflicts of interest for immediate family members: spouses, parents, children) that would impinge on its ability to render impartial, technically sound, and objective assistance or advice or result in it being given an unfair competitive advantage. In this clause, the term “potential conflict” means reasonably foreseeable conflict of interest. The applicant further certifies that it has and will continue to exercise due diligence in identifying and removing or mitigating, to the Government’s or Colorado Department of Education’s satisfaction, such conflict of interest (or apparent conflict of interest).

- 11) Upon approval of these assurances, the applicant certifies there are sufficient internal controls in place to reduce or eliminate the possibility of any conflicts of interest with these, or any funds within their agency. If awarded, the Awardee (applicant) will notify CDE in writing. (2CFR200.112)

The Colorado Department of Education may terminate a grant award upon thirty days’ notice if it is deemed by CDE that the applicant is not fulfilling the requirements of the funded program as specified in the approved project application, or if the program is generating less than satisfactory results.

Project modifications and changes in the approved budget must be requested in the GAINS system and be approved by CDE before modifications are made to the expenditures. Contact Gloria Kochan ([Kochan\\_G@cde.state.co.us](mailto:Kochan_G@cde.state.co.us) | 720-916-6488) and Pam Lewis ([Lewis\\_P@cde.state.co.us](mailto:Lewis_P@cde.state.co.us) | 720-576-4622) for any questions.

Approvals for this grant must be captured in GAINS from the following personnel:

- Applicant Authorized Representative
- Applicant Fiscal Manager

**Note:** For Charter School applicants, the above personnel must be from your authorizing district or CSI.



## Part II: Narrative Criteria and Evaluation Rubric

### Part I: Applicant Information and Assurances [Not Scored]

### Part II: Narrative [74 Points]

The following criteria will be used by reviewers to evaluate the application. For the application to be recommended for funding, it must receive at least 49 points out of the 74 possible points and all required elements must be addressed. An application that receives a score of zero on any required elements will not be funded without revisions.

**For those applicants that have previously received funding from the Computer Science Education Grant, the expectation is that the narrative responses will include references to that award, where applicable. For example, discuss how the funds contributed to the program and what still needs to be accomplished. Applicants should demonstrate ongoing and improved capacity in the program and a well-developed plan for sustainability.**

### Scoring Definitions

Minimally Addressed or Does Not Meet Criteria - information not provided

Met Some but Not All Identified Criteria - requires additional clarification

Addressed Criteria but Not with Thorough Detail - adequate response, but not thoroughly developed or high-quality response

Met All Criteria with High Quality - clear, concise, and well thought out response

	Minimally Addressed or Does Not Meet Criteria	Met Some but Not All Identified Criteria	Addressed Criteria but Did Not Provide Thorough Detail	Met All Criteria with High Quality
<b>Section A: Grant Proposal Summary</b>				
1) Provide a brief description of the proposed CSEd funding. The summary must be no more than 500 words and convey the following criteria in a clear and concise manner: <ul style="list-style-type: none"> <li>The need for CSEd funding;</li> <li>Types of professional development planned;</li> <li>Gaps or weaknesses in the computer science curriculum;</li> <li>Major goals for professional development; and</li> <li>How grant funds will benefit teachers and students.</li> <li>Indicate the first-time applying for the CSEd grant; or</li> <li>How additional CSEd grants in 23-24 will augment the previous impact of 22-23 CSEd grant awards.</li> </ul>	0	10	15	20
<b>Section B: Professional Development Plan</b>				
1) Explain specifically how postsecondary courses, industry recognized certifications, or robust professional development trainings will support teachers in gaining content knowledge and/or obtaining licensure requirements.	0	3	7	11
2) Describe the criteria used to identify high-quality teacher professional development choices.	0	3	7	11
3) Provide a detailed description of recruitment, support, and/or retention activities. Specifically address: <ul style="list-style-type: none"> <li>Will teachers participate voluntarily;</li> <li>What incentives teachers will receive; and</li> <li>How teachers will be supported in teaching computer science.</li> </ul>	0	3	7	11
4) Describe how the professional development plan will address the computer science education needs related to low-income, minority, and/or rural student populations.	0	3	7	11
<b>Section C: Budget</b>				
1) Describe how all expenditures contained in the budget are connected to the professional development objectives and activities are reasonable and sufficient.	0	1	3	5
2) Describe a clear and well-conceived plan for how the proposed professional development will be continued once the grant dollars have expired. Specifically address: <ul style="list-style-type: none"> <li>How effective computer science teachers will be recruited and retained once grant funds are no longer available.</li> <li>How the district has allocated funds to support new computer science courses.</li> </ul>	0	1	3	5

# Computer Science Education Grants for Teachers Program

## Application Scoring

(CDE Use Only)

<b>Part I:</b>	<b>Application Introduction</b>	No Points
<b>Part II:</b>	<b>Narrative</b>	
	Section A: Grant Proposal Summary	/20
	Section B: Professional Development Plan	/44
	Section C: Budget	/10
	<b>Subtotal:</b>	<b>/74</b>
	<b>Priority Points</b>	<b>/15</b>
	<b>Total:</b>	<b>/89</b>

**PRIORITY:** CDE will indicate whether this application met the priority criteria (see page 3 of the RFA).  
This application demonstrates:

5 Points	5 Points	5 Points	0 Points
LEP with a high percentage of students who are eligible for Free and Reduced Lunch exceeding the statewide average 45.8% <input type="checkbox"/>	LEP serves a high number of minority students exceeding the statewide average 49.5% <input type="checkbox"/>	Rural or Small Rural LEP <input type="checkbox"/>	Does not meet any priority criteria <input type="checkbox"/>

**GENERAL COMMENTS:** Indicate support for scoring by including overall strengths and weaknesses. These comments will be provided to applicants with their final scores.

**Strengths:**

- 
- 

**Weaknesses:**

- 
- 


**Required Changes:**

- 
- 

**RECOMMENDATION:**    Funded    \_\_\_\_\_    Funded with Changes    \_\_\_\_\_    Not Funded    \_\_\_\_\_

## Appendix A: Intent to Apply

The [Intent to Apply form for the CSEd Grant Program](#) is due **Thursday, October 3, 2024, by 11:59 pm.**

  
**COLORADO**  
Department of Education

# Colorado's Computer Science Teacher Education Grant (CSEd): 2024-2025 Intent to Apply

Thank you for your interest in the Colorado's Computer Science Teacher Education Grant. Please submit your Intent to Apply by Thursday October 3, 2024, by 11:59 pm. Though strongly encouraged, the Intent to Apply is informational and is not a required component of the grant application submission process.

**Lead Applicant \***  
(Name of District/BOCES/Charter School/Facility School)

**Name of Authorized Representative from Lead Applicant \***

**Name of Application Contact \***

**Application Contact E-mail Address \***

**Application Contact Telephone Number \***

**Authorized Representative Approval \***  
I affirm that I am the named Authorized Representative, or the Authorized Representative is aware and has approved of the intent to apply for this funding opportunity.

Yes  
 No

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Send me a copy of my responses

## Appendix B: Grant Report Offline Guide

To be completed after the award is received, due by September 30, 2025.

The Colorado Department of Education requires specific information about the use of the CSEd grants. Information about the direct impact grant funds have on teachers and students is essential in communicating the progress of computer science in Colorado. Provide as much information on the following subjects as possible to facilitate the future of the CSEd grant program. Include the following data along with any other pertinent information.

Please do not include teacher or student names.

### District Information

Computer Science is:		
Offered In	Graduation Requirement	Counted as Math/Science Credit
<input type="checkbox"/> Elementary School <input type="checkbox"/> Middle School <input type="checkbox"/> High School	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> School Determined	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> School Determined

How did you use the funding from this grant?	
Amount Towards Tuition/Fees	Amount Towards Training Programs
	\$
Amount Towards Materials	Amount Towards Stipends
	\$
Amount Towards Sub Pay	Amount Towards Other Expenses
TOTAL FUNDS USED	

How many teachers received training and/or funding (materials, etc) from the grant?

Of those, how many teachers received training or obtained new industry-recognized certificates or credentials due to the grant?

For teachers who benefitted from the grant in a way that did not entail training (if any), how were the funds spent?

What post-secondary courses, degrees, training programs, or industry-recognized certificates did these teachers complete?				
Notes: DO NOT include the name of teachers or other identifying information about them.				
Teacher(s)	Name of training or PD Attended	Name of vendor	Did this lead to a new credential for the teacher?	If yes, what was the name of the course, degree, certificate or other credential?
Teacher 1			None ▾	
Teacher 2			None ▾	
Teacher 3			None ▾	

Teacher 4			None ▾	
Teacher 5			None ▾	
Teacher 6			None ▾	

**If the district directly provided computer science professional development, what did the training entail?**

**How do you expect the training and other resources provided by this grant to affect your students in the coming years? (Select all that apply and give us details in the box below)**

- Additional CS courses offered
- The number of CS courses offered will remain the same but the student experience will be improved (curriculum or equipment changes, improvement in teacher training, etc)
- The number of students taking CS courses will increase
- Other

**If you are or will be offering additional CS courses due to the grant: how many, at what grade(s) are they offered and what is the content?**  
**If student experience will be improved in existing CS classes, how so?**  
**What other ways, if any, do you expect the implementation of this grant to affect your students?**

**What are your greatest needs related to computer science?**

**What would help your district attract and retain computer science teachers?**

**Provide any additional information about how the CSEd grant has impacted education, student attainment, school culture, parent engagement, or any other aspects that you have noticed.**