SECOORA
SOUTHEAST
COASTAL OCEAN OBSERVING
REGIONAL ASSOCIATION

REQUEST FOR PROPOSALS

Enhancing Marine Science Curriculum

K-12 Formal and Informal Educators

Proposals are due Friday, October 27, 2023
$8,500 Award Value

SECOORA 2023 Education and Outreach Request for Proposals
Enhancing Marine Science Curriculum
for K-12 Formal and Informal Educators

The Southeast Coastal Ocean Observing Regional Association (SECOORA) is excited to announce a call for proposals to develop online or online-accessible K-12 marine science curricula and activities. SECOORA's mission is to bring people, ocean observing technology, and data together to advance understanding and management of coastal ocean ecosystems and communities in the Southeast US. Our region covers North Carolina, South Carolina, Georgia, and Florida.

Overview
SECOORA is seeking innovative proposals to create curriculum materials that effectively engage K-12 students to enhance their understanding of our coastal and ocean environments. The marine science curricula and/or activities must be online-accessible so they can be implemented by parents, teachers, and other educators. All materials developed through this request for proposals will be made available on SECOORA's classroom activities webpage.

This award value is $8,500. Proposals are due 5:00 PM ET on Friday, October 27, 2023. All funds must be used within one year of the project's start date. The anticipated start date is **January 5, 2024**.

Eligibility
Eligible applicants include individuals from K-12 schools, public or private universities, institutions, non-governmental organizations, companies, or government agencies, located in the SECOORA region (North Carolina, South Carolina, Georgia, Florida). Co-PIs and/or collaborators can be outside of the SECOORA region. Informal and formal educators are encouraged to apply.

Incorporating Classroom Insight
To ensure the quality and relevance of the proposed educational materials, this specific opportunity requires applicants to outline a clear process for obtaining ongoing feedback from educators, curriculum coordinators, and/or students. This partnership and feedback loop is intended to provide perspective throughout the project's duration and ensure activities align with educational needs and expectations.

Diversity, Equity, and Inclusion
SECOORA is strongly committed to building inclusive research, extension, communication, and education programs that serve people with unique backgrounds, circumstances, needs, perspectives, and ways of thinking.

This specific opportunity seeks proposals that will increase participation of underrepresented communities in science, technology, engineering, arts, and mathematics (STEAM) educational

activities. The proposed project must identify how the project will engage participation of underrepresented communities (such as Title 1 schools and organizations that work in underserved communities) in the final deliverables.

Hands-On Activity

To make the learning experience more interactive and engaging, applicants must include at least one hands-on activity within the developed curriculum. Activities should be designed to be accessible and provide students with tangible experiences that reinforce the theoretical concepts covered.

Request for Proposals

Proposals must follow the required proposal format. Proposals that do not follow the required format will not be evaluated. All funds must be used within one year of the project's start date. The anticipated start date is **January 5, 2024.** Final curriculum materials must be submitted to SECOORA by January 15, 2025.

Maximum length is four (4) pages (not including budget or appendices). Text should be 12-point font, all margins 1-inch, and must include the following components:

- Title Page (1 page)
  - Proposal title
  - Principal Investigator's name, affiliation, and complete contact information
  - List of Co-Principal Investigators' names and affiliations
  - Proposal summary (1 paragraph)
- Description of Project (3 pages)
  - Include Statement of Need, Goal(s), and Objectives sections. The statement of need should outline gaps in resources and provide a foundation for the proposed curriculum, including identification of the intended audience (i.e. targeted age/grade level) and describe the hands-on activity. The goal defines what you intend to accomplish. The objectives should be well defined and should be Specific, Measurable, Achievable, Realistic, and Time-bound (SMART) (more info).
  - Identify if the project targets the development of informal (outside the traditional classroom setting) or formal (traditional classroom) education materials. Projects that can be replicated in other states are requested.
    - If submitting a proposal to develop formal curricula, list the grade-appropriate state science standards and/or Ocean Literacy Essential Principles that the proposed online education materials will address.
    - If submitting a proposal to develop informal curricula, highlight how materials can be incorporated into informal learning contexts, whether at home, in community centers, museums, or during science festivals. Identify Ocean Literacy Essential Principles that curricula will address.
  - Identify the SECOORA Focus Area addressed by the proposed effort.

- ○ Identify how the project will engage underrepresented communities (such as Title 1 schools and organizations that work in underserved communities) in the development of the curricula and final deliverables.
- ○ Outline a clear process for obtaining ongoing feedback from educators, curriculum coordinators, and/or students throughout the duration of the project.
- ○ Outline how the proposed project will incorporate data and/or relevant information from within the SECOORA geographic footprint. Below are examples of relevant data resources:

Data Resource	Link
SECOORA Data Portal and Data Catalog	https://portal.secoora.org/
University of North Carolina Wilmington – CORMP	https://cormp.org/
University of South Florida – COMPS	http://comps.marine.usf.edu
Harbor Branch Oceanographic Institute – Indian River Lagoon Observatory	https://www.fau.edu/hboi/irlo/index.php
National Estuarine Research Reserve – Centralized Data Management Office	http://www.nerrsdata.org/
USGS Streamflow	https://waterdata.usgs.gov/nwis/rt

- ● The SECOORA Education and Outreach Committee recognizes that some proposals may build on existing curricula or on-line products. Proposals that plan to use existing resources must demonstrate the incorporation of new data and enhancements to the existing products in order to be funded.

The following proposal appendices are required but do NOT count towards the four-page proposal limit:
- ● Appendix 1: Include a timeline for accomplishing each project deliverable (one page maximum). As part of the timeline, be sure to include the following deadlines: Draft educational materials must be presented to SECOORA by November 1, 2024 to inform placement on the SECOORA website. Final education materials are due January 15, 2025 and should allow for unrestricted distribution or access on the SECOORA website.
- ● Appendix 2: Literature cited

- Appendix 3: A one-page CV or resume for the project team lead and/or co-leads. Collaboration is encouraged.
- Appendix 4: A signed letter of support from a targeted end-user of the proposed curriculum materials.
- Appendix 5: Budget - Please use the linked Excel budget form and submit this form as an Excel document when uploading your proposal.
- Appendix 6: Budget Justification - Please download the linked budget justification and complete it based on the directions within the form. Funds may be used for any purpose related to the project. Indirect Costs and/or overhead charges are *not* permitted. SECOORA does not require matching funds or in-kind support, but please list existing resources available to the project.
- Appendix 7: Completed SECOORA endorsement form.

Submission

Please submit your Proposal and Appendices 1-4 as a single PDF document. Appendices 5, 6, and 7 will be individually uploaded. All materials must be submitted via egrants.secoora.org. The submission deadline is **5:00 PM ET on Friday, October 27.**

You must complete the registration process in order to upload a proposal to egrants.secoora.org. This is a two-part verification system (phone and email confirmations are required). Once you have registered, please select the Request for Proposals to which you are applying, complete the required fields, and upload your proposal materials.

Proposal Review Process

Peer reviews will be conducted for all applications. All proposals will be reviewed based on the adherence to the instructions provided in this request for proposals and outlined in detail in the Request for Applications/Proposal section.

1. SECOORA will convene a review panel of 3-5 participants. The panel may include SECOORA staff, SECOORA Education and Outreach Committee members, and other subject matter experts. Review criteria are below:
    a. Addresses curriculum resource gaps and provides sufficient justification - 20%
    b. Increases participation of underrepresented communities in STEAM educational activities - 20%
    c. Aligns with SECOORA Focus Area, has clear project goals and objectives, and incorporates hands on activity - 15%
    d. Incorporates feedback from educators, curriculum coordinators, and students in curriculum development - 20%
    e. Clearly states whether educational activities are for formal or informal classroom settings - 5%
    f. Reasonableness of budget, deliverables, and timeline - 15%
    g. Proposal followed the required format - 5%
2. The review panel will review the submitted proposals and recommend recipient(s) and funding amount(s).

3. Funding will be allocated to awardees via contracts between SECOORA and the awardee.

The successful applicant will be notified no later than **December 15, 2023.** This is an open and competitive process. SECOORA reserves the right to reject any and all proposals received as a result of this process. SECOORA reserves the right to request that respondents make modifications to their proposal at any time before a contract is awarded.

Questions Regarding Application Solicitation

For any questions related to this Request for Proposals, please contact communications@secoora.org.