

# K-12 Open Educational Resources

## 2020-2021 Project Grant

Apply through the [iGrants](#) system – Form Package Number 730.

Open Educational Resources (OER) are teaching and learning materials that are free to use, adapt, and share.

Since Washington [legislation](#) passed in 2012, OSPI's K-12 OER Project has advocated for OER as an important part of the instructional materials ecosystem.

As more districts develop or adapt OER, we have a tremendous opportunity to share resources across districts via our [OER Commons Washington Hub](#) - promoting equitable access to standards-aligned, quality instructional materials. This program is in support of that goal.

### OER Project Grant Walkthrough

May 5, 2020

3 pm – 4 pm

[Register](#) to attend webinar  
*recording will be available after event*

#### For more information:

Barbara Soots

OER Program Manager

[barbara.soots@k12.wa.us](mailto:barbara.soots@k12.wa.us)

[www.k12.wa.us/oer](http://www.k12.wa.us/oer)

## PROPOSAL REQUIREMENTS

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### Target Area of Focus

In order to be considered for funding, proposals must address **one** of the following areas:

1. Complete the development/adaptation of openly licensed **core instructional materials** (full year or semester) aligned to state learning standards. Integration of content areas is encouraged.

OR

2. Complete the development/adaptation of an openly licensed **unit** (2-6 weeks - comprised of multiple lessons that build student understanding of a topic or theme) aligned to identified state learning standards. Integration of content areas is encouraged.

*Note: Priority consideration will be given to projects that integrate content, address content areas currently lacking in standards-aligned OER (e.g., Health and Physical Education, Arts, World Languages, Social Studies), and/or can be delivered by parents during the Stay at Home order.*

### Resource Sharing and Distribution

All proposals must:

- Ensure adherence to open licensing requirements and proper open resource attribution.
- Link content to or develop content on the [OER Commons Washington Hub](#), so that material can be accessed and used by teachers, schools and districts across the state.



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### Collaboration

The intent of this effort is to share developed material broadly. Each project must include collaboration that clearly demonstrates impact beyond a single class. Examples include:

- collaboration between teachers in a building
- collaboration between multiple buildings in the school district or between multiple districts
- collaboration with an Educational Service District, local Tribe, or community-based organization

### AWARD AND BUDGET INFORMATION

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#### Type and Number of Awards

- Competitive twelve-month grant for FY20-21. Grant requests may not exceed \$15,000 and most awards will be in the \$10,000 range.
- Anticipated number of awards: four to six.

#### Submission Details

- Apply through the [iGrants](#) system – Form Package Number 730.
- Submissions may come from a public school, tribal school, district office, or ESD. Only one proposal may be submitted per organization.

#### Indirect Costs

May be calculated at a rate of 7% for districts and 11% for ESDs

#### Allowable Activities and Expenses

*For schools/districts:*

- Costs associated with planning meetings, providing professional development, or developing resources (e.g. substitutes, after work compensation in the form of stipends, food, travel, rental fees, and facilitator stipends)
- Instructional technology – must show a direct connection of why the instructional technology is needed to support the work
- Limited personnel costs (admin assistants and project manager) –activities must be detailed in budget justification.

*For educational service districts:*

- Learning resources, instructional professional development, and general support

Budgets should include travel funds for a project team of 2-5 to attend a one day Grant Kickoff in the Seattle area (late summer/early fall) that will cover permitted use, attribution, applying an open license, and using the OER Commons Washington Hub.

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### Due Dates

PROPOSALS DUE:	MAY 28, 2020 (BY 4 PM)
GRANT TIMEFRAME:	JULY 01, 2020 – JUNE 30, 2021

### OER PROJECT iGRANT APPLICATION INFORMATION

*This information appears in the iGrants application – Form Package Number 730.*

#### Assurances

1. All project teams will attend an in-person meeting to discuss grant objectives, open licensing requirements, and effective resource distribution.
2. All grantees will work with OER Project staff to schedule a one-day site visit and virtual check-ins as needed to assess progress towards project goals and provide technical assistance for project challenges.
3. All resources produced with the Washington Open Educational Resources (OER) grant will be licensed under the [Creative Commons Attribution 4.0 International license](#). All derivative works made from others' existing OER must follow the terms of the open license on those works.
4. All resources produced with the Washington Open Educational Resources (OER) grant will be made available to the public through the [OER Commons Washington Hub](#).
5. The grantee will complete a brief survey to establish a baseline and prepare a final report that documents project achievements, deliverables, and shifts in cost spending.
6. Participating districts may be asked to provide input on their experiences and act as models as other districts draft curriculum adoption/usage policies for OER and other digital instructional materials. This will involve completion of teacher and student photo and video release forms.

#### Definitions

**Core Instructional Materials** are the primary instructional resources for a given course. They are district-approved and provided to all students to help meet learning standards and provide instruction towards course requirements.

**Open Educational Resources (OER)** are teaching, learning, and research resources that reside in the public domain or have been released under an intellectual property license that permits their free use and re-purposing by others. The purpose of OER participation is to positively impact both the teaching and learning process by providing teachers and administrators with cost-effective materials that are available for sharing, accessing, and collaborating for personalized learning.

#### Proposal Scoring Rubric

All proposals will be reviewed with the scoring rubric at the end of this document. Please review.

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### iGrant Application Questions - Project information and Contact Info

1. Project Name
2. Contact Name:
3. Contact Phone:
4. Contact Email:
5. Identify the lead partner responsible for project oversight, reporting, and who will act as fiscal agent.
6. Check your project **target area of focus**:
  - a) Complete the development/adaptation of openly licensed core instructional materials (full year or semester) aligned to state learning standards.
  - b) Complete the development/adaptation of openly licensed unit-level supplemental instructional materials aligned to identified state learning standards.
7. What content area(s) and grade band are targeted by this project?
8. Provide a **brief** Project Summary (250 words or less) that presents a self-contained description of the project activity that would result if the proposal were funded. The summary should address the project's merits and impact on teacher instruction and student learning.

### iGrant Application Questions - Project description

This grant is focused on the wide scale sharing of openly licensed, district-developed, instructional materials. As such, preference will be given to projects where this work is already underway or who can make a compelling case for how these materials will be complete and ready to share with the public by the grant end date.

1. If you received a 2019-2020 OER Planning grant, provide a description of your activities and outcomes. How did this inform this proposed project strategy?
2. Describe the needs addressed by the proposed project, providing evidence to support the need.
3. List the specific project activities or deliverables for the 12-month grant. Provide a timeline.
4. How will adapted or original instructional material be reviewed? Describe the instruments and the process.
5. List the collaborating organizations (this may include individual schools, districts, or ESDs). Include names of teaching staff, curriculum, technology, and administrative leadership participating in the project and identify key roles and responsibilities. Describe the collaboration strategy.

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6. Provide a justification that includes how budget items were calculated for the categories on your iGrants budget form. *Some categories may not be needed by your project.*

Category	Justification	Amount
Salaries		
Benefits		
Supplies (consumables)		
Purchased Services		
Travel		
Indirect Costs		
<b>Total</b>		

7. If your project is in progress, describe accomplishments to date and clarify how you will build on that work. If work has yet to start, what is your organization's capacity to complete and share the work by the grant end date?
8. Describe your project's experience with openly licensed resources (locating, vetting, adaptation, etc.).



Washington Office of Superintendent of  
**PUBLIC INSTRUCTION**

## OER GRANT PROPOSAL REVIEW RUBRIC

Section	Exceeds Standard (4-5 pts each)	Meets Standard (2-3 pts each)	Below Standard (0-1 pts each)	Score (0-5)	Weight	Total
<b>Target Area of Focus</b>	<p>The proposal <b>completely addresses</b> one of the <b>target areas of focus</b> – calling out <b>standards alignment</b> and lessons that <b>build on student understanding</b>.</p> <p>Any additional activities beyond the scope described in the RFP are in support of the target focus area.</p>	<p>The proposal <b>addresses one of the target areas of focus</b>.</p> <p>Most activities beyond the scope described in the RFP are in support of the target focus area.</p>	<p>The scope of the grant <b>does not fall into one of the target areas of focus</b> (e.g. a stand-alone lesson or activity).</p>		2X	<b>/10</b>
<b>Content Area/Grade Band</b>	<p>Target <b>content</b> area and <b>grade</b> or grade band is <b>clearly defined</b>.</p> <p>Project involves a <b>content area</b> that is <b>currently lacking</b> in standards-aligned OER (e.g. Health and Physical Education, the Arts, World Languages, Social Studies, etc.).</p> <p><b>(for 5 pts) Integration of two or more content areas is intended.</b></p>	<p>Target <b>content</b> area and <b>grade</b> or grade band is <b>clearly defined</b>.</p>	<p>Target <b>content</b> area and <b>grade</b> or grade band is <b>NOT defined</b>.</p>		2X	<b>/10</b>
<b>Summary</b>	<p>The summary is <b>succinct, well written, and clear</b>. It describes in <b>detail why</b> the project is needed and <b>what</b> it looks like, as well as identifying the project <b>impact</b>.</p>	<p>Summary is <b>adequate</b> to describe project details, <b>need</b>, and <b>impact</b>.</p>	<p>Summary is <b>not clear</b> or descriptive or is <b>too long</b>.</p>		1x	<b>/5</b>
<b>OER Planning Grant Recipient</b>	<p>Planning grant <b>activities and outcomes</b> are <b>well described</b>. There is a <b>strong connection</b> between those activities and the <b>proposed project strategy</b>.</p>	<p>Planning grant <b>activities and outcomes</b> are <b>outlined</b>. This learning has <b>informed</b> the <b>proposed project strategy</b>.</p>	<p>Proposal is <b>not informed</b> by work occurring during the OER Planning Grant cycle.</p>		1x	<b>/5</b>

Section	Exceeds Standard (4-5 pts each)	Meets Standard (2-3 pts each)	Below Standard (0-1 pts each)	Score (0-5)	Weight	Total
<b>Needs Addressed</b>	<b>Information and data</b> are presented to build a <b>compelling case</b> for why an OER grant is needed. Target audience and anticipated impact are clarified.	The <b>information</b> presented build a <b>good case</b> for why an OER grant is needed. Target audience and anticipated impact are clarified.	Needs are not addressed or <b>no case</b> is made how this project will be impactful.		2x	<b>/10</b>
<b>Project Activities, Deliverables, &amp; Timeline</b>	<b>All</b> project <b>activities and deliverables</b> are clearly listed. Project has a compelling <b>strategy for achieving project goals</b> . A <b>detailed timeline</b> is provided that is <b>highly achievable</b> within the 12-month timeframe. <b>Open licensing and wide-scale distribution</b> of resources is <b>addressed</b> among the project activities.	<b>Most</b> project <b>activities and/or deliverables</b> are clearly listed and are <b>consistent with achieving project goals</b> . The <b>timeline</b> is <b>reasonable</b> within the 12-month grant timeframe.	<b>Activities or deliverables</b> are <b>not listed</b> or <b>unreasonable</b> .		2x	<b>/10</b>
<b>Resource Vetting</b>	<b>OER</b> to be adapted/created have been or will be <b>reviewed by multiple qualified reviewers</b> using <b>EQuIP/IMET</b> or other nationally recognized instruments to determine quality and standards alignment.  <b>Multiple school buildings</b> or districts are using or will be using the resource and can <b>provide</b> critical <b>feedback</b> on implementation needs.	<b>OER</b> to be adapted/created have been or will be <b>reviewed by multiple qualified reviewers</b> using <b>EQuIP/IMET</b> or other nationally recognized instruments to determine quality and standards alignment.	OER to be adapted/created have <b>not been reviewed</b> by qualified reviewers using nationally recognized instruments or <b>does not align</b> with state learning standards.		2x	<b>/10</b>
<b>Collaboration</b>	<b>Details</b> are provided on <b>all project partners</b> and their <b>roles</b> . <b>Representation</b> from <b>teachers</b> , district <b>curriculum</b> , <b>technology</b> , and <b>administrative</b> leaders is <b>present and authentic</b> . A description of how partners will <b>collaborate</b> is provided in a <b>clear</b> and complete manner. <b>Previous effective collaboration between partners</b> is in place.	<b>Details</b> are provided on <b>all project partners</b> and their <b>roles</b> . <b>Representation</b> from <b>teachers</b> , district <b>curriculum</b> , <b>technology</b> , and <b>administrative</b> leaders is <b>present</b> . A description of how partners will <b>collaborate</b> is provided in a <b>clear</b> and complete manner.	Proposal provides <b>limited detail about project partners</b> or does <b>not include representation</b> from <b>teachers</b> , district <b>curriculum</b> , <b>technology</b> , and <b>administrative</b> leaders. <b>Collaboration</b> strategy is <b>unclear</b> .		2x	<b>/10</b>

Section	Exceeds Standard (4-5 pts each)	Meets Standard (2-3 pts each)	Below Standard (0-1 pts each)	Score (0-5)	Weight	Total
<b>Budget</b>	Budget is <b>appropriate for project scale</b> . Budget <b>costs</b> are for <b>allowable</b> activities or expenses and any technology requests are reasonable. <b>Budget justification</b> provides detail on how expenditures were calculated. There is <b>additional committed</b> fiscal or in-kind <b>support</b> .	Budget is <b>appropriate for project scale</b> . Budget <b>costs</b> are for <b>allowable</b> activities or expenses. Any technology requests are reasonable. <b>Budget justification</b> provides detail on how expenditures were calculated.	Budget is <b>not appropriate for project scale</b> or <b>costs</b> are <b>not</b> for <b>allowable</b> activities or expenses. <b>Budget justification is missing</b> or provides limited detail on how expenditures were calculated.		1x	<b>/5</b>
<b>Progress to Date/Capacity</b>	Existing projects: Previous <b>deliverables completed in exemplary fashion</b> . Examples of <b>effective implementation</b> provided. Proposal presents <b>clear plan to build</b> on existing efforts. New projects: District <b>administration</b> has <b>committed staff</b> and <b>time</b> to complete project, implement, and share work.	Existing projects: Previous <b>deliverables completed</b> . Proposal presents <b>clear plan to build</b> on existing efforts. New projects: <b>Work has begun</b> on OER instructional materials. <b>Project has capacity</b> to complete materials in grant timeframe. <b>District</b> is <b>supportive</b> of project.	Development/adaptation of OER is in the <b>exploratory stages</b> .		2	<b>/10</b>
<b>Experience with OER</b>	Project staff are <b>experienced</b> with using, adapting, and implementing OER. <b>Strong example</b> is provided.	Project staff are <b>familiar</b> with using, adapting, and implementing OER. <b>Good example</b> if provided.	Project staff have <b>limited to no experience</b> using OER. <b>No example</b> is provided.		1	<b>/5</b>

**Total Score (out of 90):**