

OER Project

2024-2025 Grant Opportunity Walkthrough



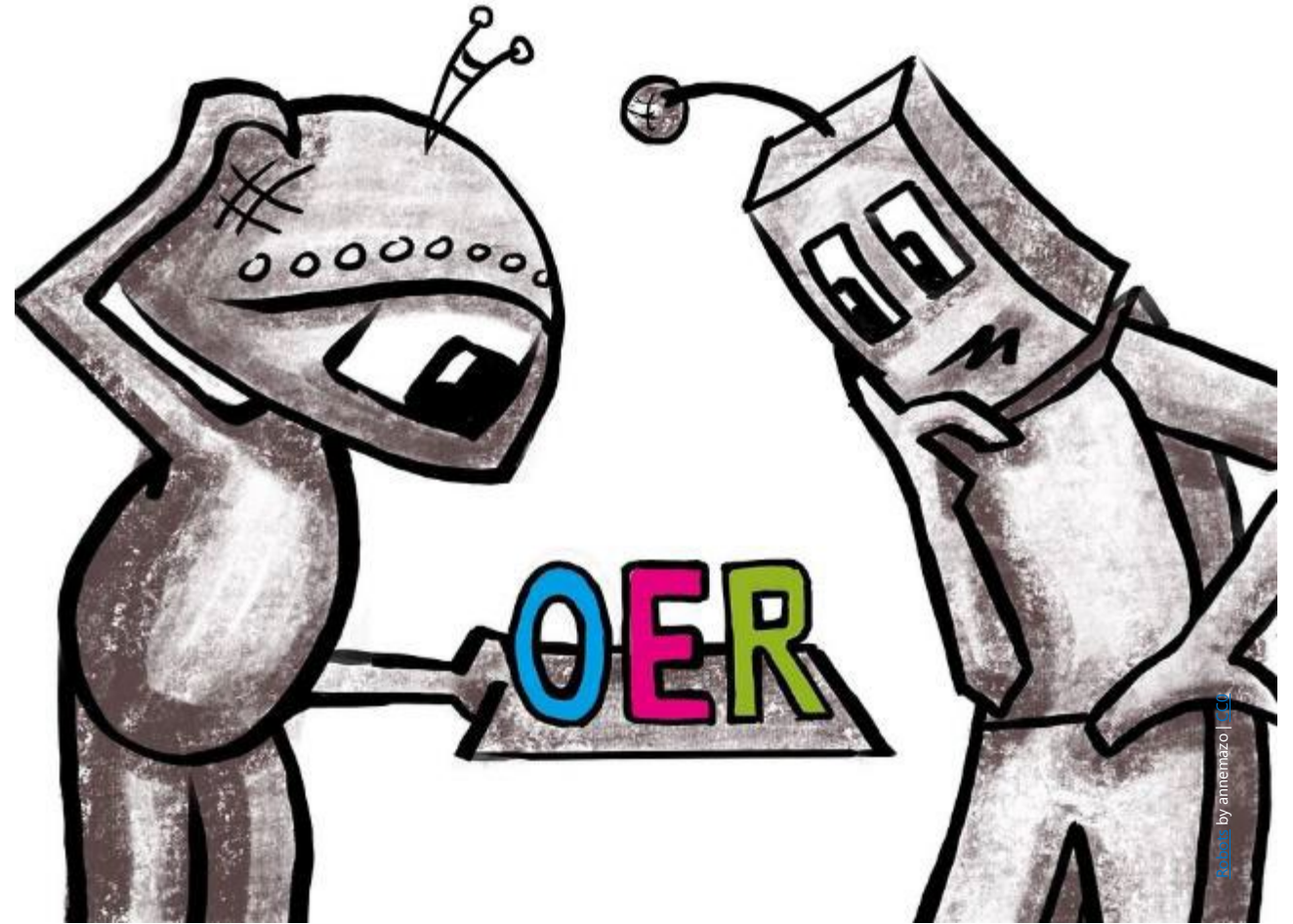
Photo by [Brigitte Tohm](#) on [Unsplash](#)



Washington Office of Superintendent of
PUBLIC INSTRUCTION

What are OER?

Open Educational Resources (OER) reside in the public domain or have been released under an intellectual property license that permits **free use, adaptation, and sharing.**





OER = Free + Permissions

The 5 Rs:

Retain

Reuse

Remix

Revise

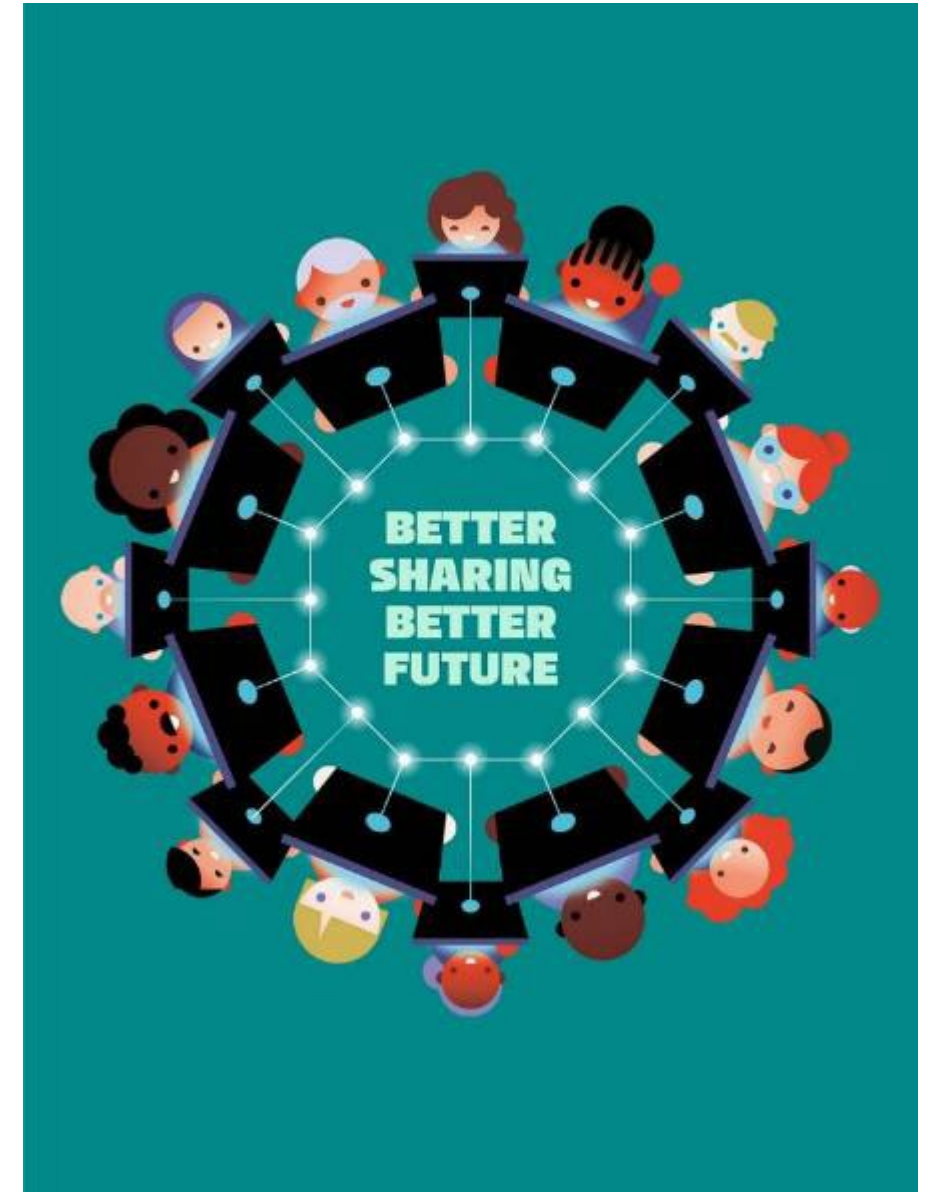
Redistribute

Icons from [OER Guidance for Schools](#), commissioned by Leicester City Council, produced by Björn Haßler, Helen Neo and Josie Fraser. Available under [Creative Commons Attribution 4.0](#).



OSPI OER Project Vision

Harness the potential of OER share resources widely - promoting **equitable access to standards-aligned, quality instructional materials.**



OER Commons Washington Hub



Washington OER Hub

Washington's platform for sharing K-12 open educational resources - providing equitable access to standards-aligned, high-quality instructional materials.

Join the Hub

Learn More

[Featured Content](#) | [Learning Collections](#) | [Groups](#) | [Video Highlights](#) | [About](#)

[OER Commons Washington Hub](#)

Resource Pipeline to the Washington OER Hub



Existing OSPI
Material



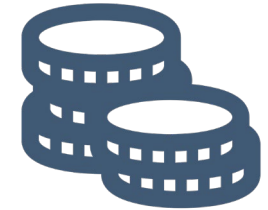
External
Partners and
State
Organizations



Collaborative
Development
with Educators



Curation by OSPI
Content Leads
and Educator
Partners



Grants



OER Grant – Target Area of Focus

1. Development/Adaptation: 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.

OR

2. Professional Learning: Provide synchronous or asynchronous professional learning for educators focused on one or more Washington-developed resources found on the OER Hub. Professional learning should be ongoing throughout the school year and include implementation of the resource with students.



Requirements

All projects must:

- Develop/adapt or provide professional learning around resources aligned to state learning standards
- Include collaboration that clearly demonstrates impact beyond a single class
- Ensure adherence to resource licensing permissions and proper open resource attribution.
- Link content to or develop content on the OER Commons Washington Hub so material can be accessed and used by teachers, schools, and districts across the state.

Priority Consideration

- Content integration
- Content areas currently lacking in standards-aligned OER (e.g., Health and Physical Education, Arts, World Languages, Social Studies, Dual Language Resources)
- Resource development or adaptation that includes the histories, contributions, and perspectives of historically marginalized and underrepresented groups.
- Collaboration of small school districts (under 2K)



Award and Budget Information

Anticipated Type of Award

- Competitive twelve-month grant for FY23-24

Estimated Number of Awards

- Five to seven. Grant requests may not exceed \$15,000 and most will be in the \$10,000 range

Submission Details

- Submissions may come from a public school, district office, tribal school, non-profit, university, or ESD. Only one proposal may be submitted per organization.



Allowable Expenses

Indirect Costs

- May be calculated at a rate of 7% for districts, 10% for organizations, and 11% for ESDs

Allowable Activities and Expenses

- 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



Due Dates

PROPOSALS DUE: JUNE 7, 2024 (BY 11:59 PM)

GRANT TIMEFRAME: JULY 1, 2024 – JUNE 30, 2025



Scoring 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
Target Area of Focus	<p>The proposal completely addresses one of the target areas of focus – calling out standards alignment and resources that build on student understanding.</p> <p>Any additional activities beyond the scope described in the RFP are in support of the target focus area.</p> <p>(for 5 pts) One or more of the following:</p> <ul style="list-style-type: none"> • content integration • underrepresented content area • includes the histories, contributions, and perspectives of underrepresented groups • collaboration of small school districts 	<p>The proposal addresses one of the target areas of focus.</p> <p>Most activities beyond the scope described in the RFP are in support of the target focus area.</p> <p>(for 3 pts) One or more of the following:</p> <ul style="list-style-type: none"> • content integration • underrepresented content area • includes the histories, contributions, and perspectives of underrepresented groups • collaboration of small school districts 	<p>The scope of the grant does not fall into one of the target areas of focus (e.g., a stand-alone lesson or activity).</p>		2X	/10
Content Area/Grade Band	<p>Target content area and grade or grade band is clearly defined.</p> <p>Project involves a content area that is lacking in standards aligned OER (e.g., Health and Physical Education, the Arts, World Languages, Social Studies).</p> <p>(for 5 pts) One or more of the following:</p> <ul style="list-style-type: none"> • content integration • collaboration of small school districts 	<p>Target content area and grade or grade band is clearly defined.</p> <p>(for 3 pts) One or more of the following:</p> <ul style="list-style-type: none"> • content integration • collaboration of small school districts 	<p>Target content area and grade or grade band is NOT defined.</p>		2X	/10



Application Questions

1. Describe the needs addressed by the proposed project, providing evidence to support the need.
2. List the specific project activities or deliverables for the 12-month grant. Provide a timeline.
3. How will adapted or original instructional material developed or at the center of professional learning be reviewed? Describe the instruments and the process.
4. 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 your collaboration strategy..

Application Questions cont.

5. 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?
6. Describe your project's experience with openly licensed resources (locating, vetting, adaptation, etc.).
7. Provide a justification for how the amounts you enter on the iGrants budget tab were calculated. Categories include salaries/benefits, supplies, purchased services, or travel. Please note if there any additional in-kind contributions.



Upcoming Opportunities

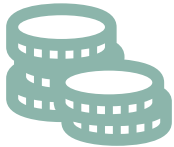
OER Grantee Showcase



Thursday, May 23 3:30 pm–4:30 pm
1 clock hour provided
[Register on pdEnroller](#)



OER Project Grant



July 2024-June 2025
[FP 730: Apply through EGMS](#)
Proposals due June 7 by 11:59 pm
[View opportunity](#)



EGMS Resources and Guides

The screenshot shows the OSPI website header with the logo and navigation menu. The main content area is titled "EGMS Resources & Guides" and includes a description of the system, a list of news items, and sections for "Understanding EGMS" and "Resources".

Washington Office of Superintendent of PUBLIC INSTRUCTION

Home Student Success Certification Educator Support Policy & Funding Data & Reporting About OSPI

Home > Policy & Funding > Grants Management > EGMS Resources & Guides

EGMS Resources & Guides

The Education Grants Management System (EGMS) is an application designed for users to apply for funding opportunities, manage grants, and award grant recipients. EGMS provides recipient capabilities for organizations needing tools to administer, track, account for, and report on their grant-related activities.

- **2024-25 ALL GRANTS** (state and federal) will be in EGMS starting May 2024.
- 2023-24 State grants finishing out their 2023-24 funding and all ESSER grants will remain in iGrants.
- iGrants will be available for grant communication and submitting budget revisions through December 31, 2024.
- As of January 1, 2025, iGrants will have read-only access.

Understanding EGMS

- [EGMS User Guide for Local Education Agencies \(LEAs\) \(PDF\)](#)
- [EGMS and iGrants Terminology Crosswalk \(PDF\)](#)

Resources

POLICY & FUNDING

- OSPI Reports to the Legislature
- School Buildings & Facilities ▶
- Special Education ▶
- School Apportionment ▶
- Legislative Priorities ▶
- OSPI Rulemaking Activity ▶
- Grants Management ▼**
 - EGMS Resources & Guides**
 - QER Project Grants
 - 21st Century Learning ▶
 - Balanced Calendar
 - Beginning Educator Support Team Grants
 - Closing Educational Achievement Gaps (Title I, Part A) ▶

Subscribe to receive newsletter updates!

Resources & Contacts

- List of the federal **2023-24 EGMS grants**
- [EGMS account log in](#) website
- [Email EGMS Support](#)
- List of EGMS Organization Administrators (PDF)

Office Hours

EGMS Office Hours (PDF)

[EGMS Resources and Guides](#)

Contact Us!



@waOSPI_OER

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



barbara.soots@k12.wa.us

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



[Sign up for newsletter](https://public.govdelivery.com/accounts/WAOSPI/subscriber/new)

<https://public.govdelivery.com/accounts/WAOSPI/subscriber/new>

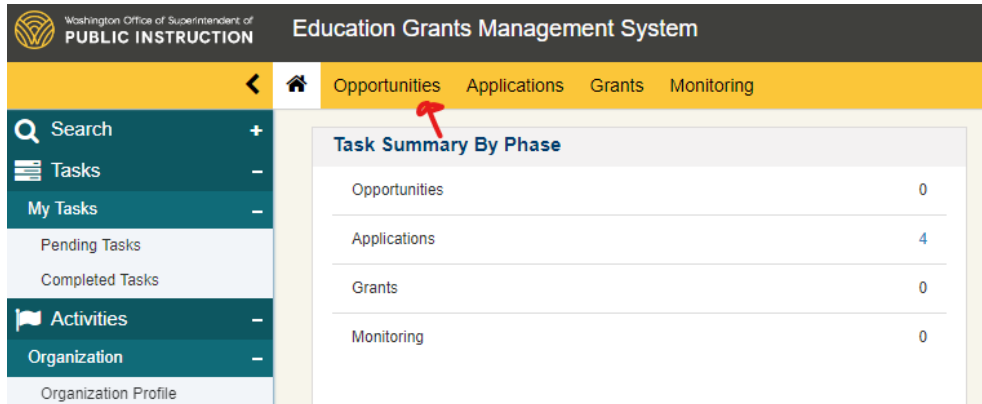


[OSPI YouTube Channel – OER Highlights Playlist](#)

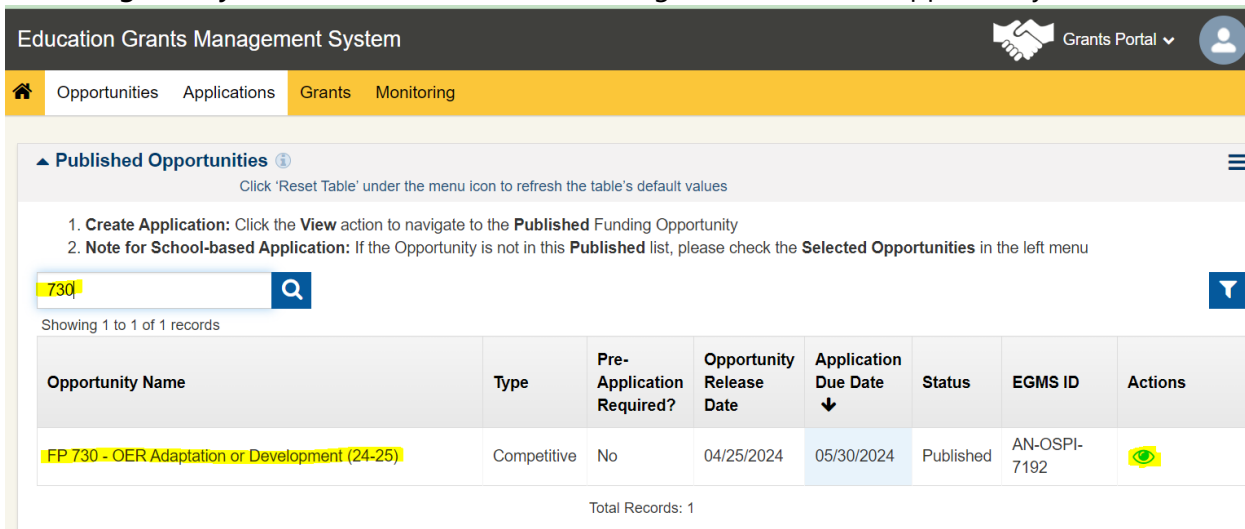


Form Package 730 – Grantee Instructions

1. When you log into the EGMS platform, you will find the OER FP730 grant opportunity under the "Opportunities" tab.

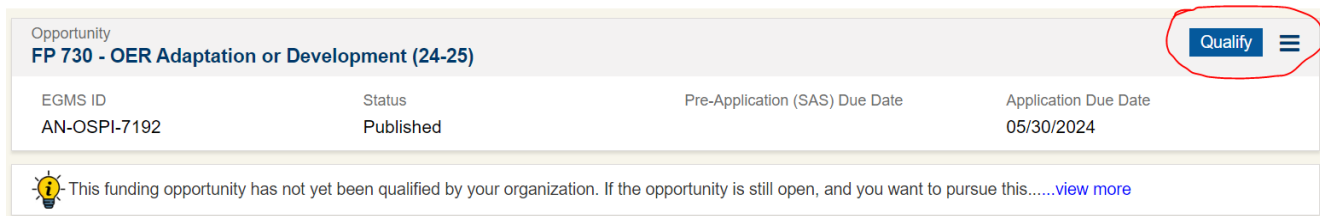


2. Once you are in the "Opportunities" section, please "Search" or sort by name to find: FP730 OER. You will click the green eyeball under the "Actions" tab to gain access to the opportunity.

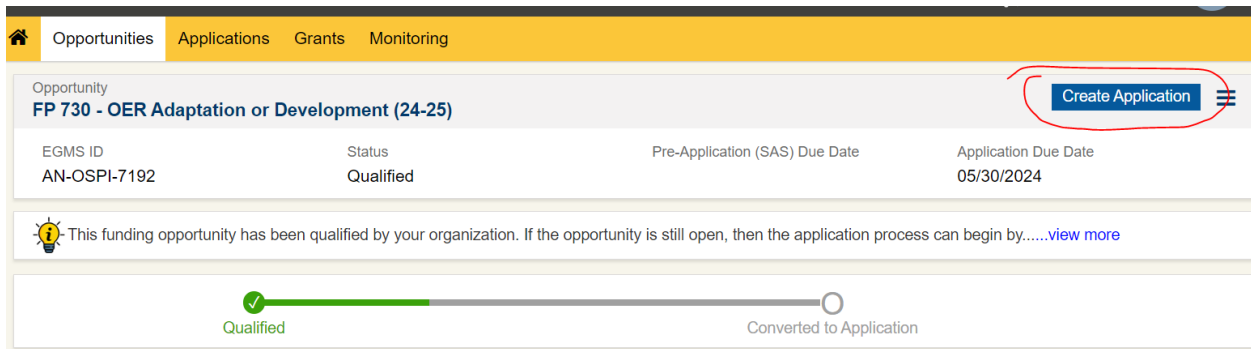


*If the Opportunity is not in this **Published** list, please check the **Selected Opportunities** in the left menu.*

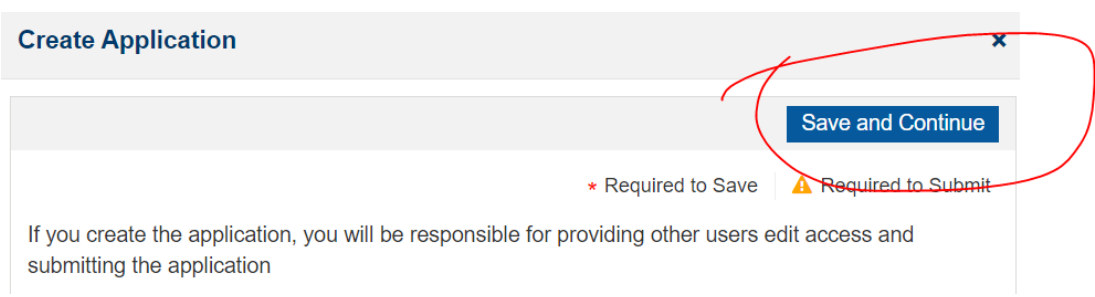
3. Once you gain access to the opportunity, you will need to select the "Qualify" button in the upper right corner of the page to create the application.



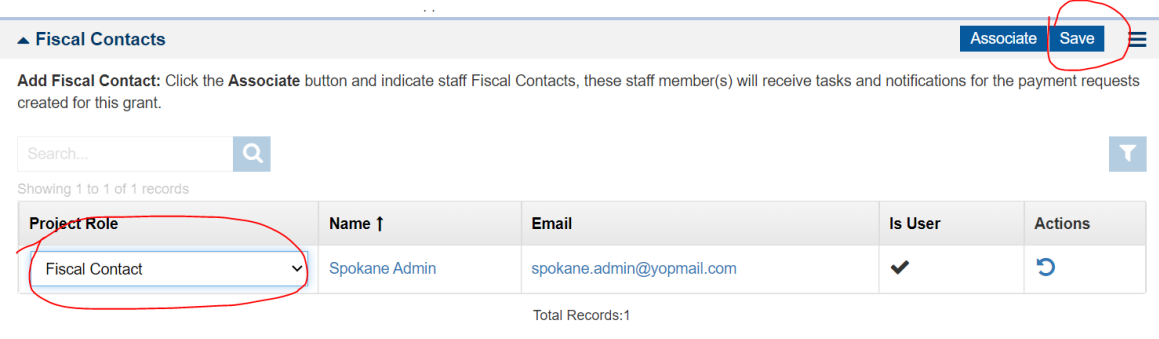
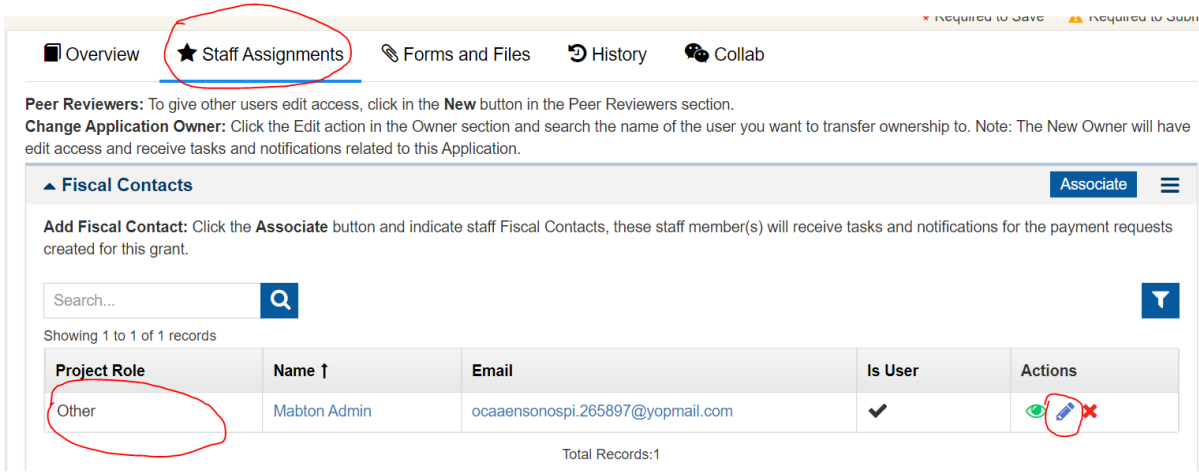
- After you hit the “qualify” button, you should see a banner pop up that says, “This funding opportunity has been qualified by your organization. If the opportunity is still open, then the application process can begin by selecting “Create Application.”



- You should see a pop-up to “Save and Continue” creating the application.



- In the “Staff Assignments” section, You will need to make one contact the “fiscal contact” by using the drop-down menu under “Project Role.” You will not be able to make claims against the grant without a “fiscal contact.” Be sure to select “Save” when you are done!



- On the "Forms and Files" tab, you will find the "FP 730 – OER Adaptation or Development" under the "Forms" section. Click the **blue pencil icon** to begin filling out the forms.



Overview ★ Staff Assignments **Forms and Files** History Collab

▲ Application Instructions

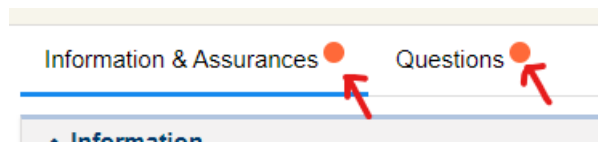
▲ Forms ⓘ

Search... 🔍

Showing 1 to 1 of 1 records

Sequence Number	Form Name	Is Form Completed?	Mandatory?	Last Modified By	Last Modified Date	Actions
1	FP 730 - OER Project - Applicatic	No	Yes	Spokane Admin	04/25/2024 4:00 PM	 

The first tab of the application that needs completing is the "Information & Assurances" tab. **Note, if you see an orange dot next to any section, that means there is something in that tab or section that still needs to be completed to save and submit.*



- In the "Information & Assurances" tab, please read and acknowledge the assurances put forth by the OER program. Complete the "Acknowledgement of Program Assurances" section.

▲ Acknowledgement of Program Assurances

By entering my name, I hereby declare that organization officials have read, understand, and agree to these assurances. All information provided herein is accurate.

⚠ Authorized Representative Name:

⚠ Authorized Representative Title:

⚠ Date:

- Select the second tab, "Questions," and then click on the "Edit" button in order access the fillable fields. You will complete each question in the application.

OSPI_FN-0066

Edit **Validate** **Back** ☰

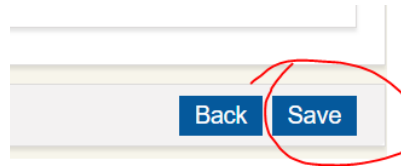
FP 730 - OER Project - Application ▾

Form Name: ⓘ FP 730 - OER Project - Application	Is Form Validated?	Last Modified By: Spokane Admin	Last Modified Date: 04/25/2024 4:13 PM
Application ID: AP-OSPI-4013	Application Title: FP 730 - OER Adaptation or Development (24-25)	Application Due Date: ⓘ 05/30/2024	Last Submitted Date:
Organization Code: 32081	Organization Name: Spokane School District		

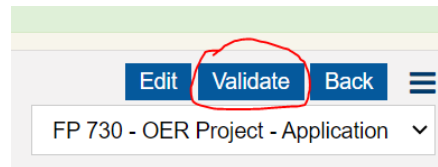
Information & Assurances **Questions** ●

▲ Contact Information


11. Once both tabs of the application are complete, hit the “Save” button on the bottom or in the upper right corner of the page. This will bring you to the next step.



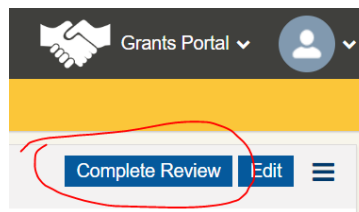
12. After the application is saved, you will need to hit the newly available “Validate” button in the upper right corner of the page.



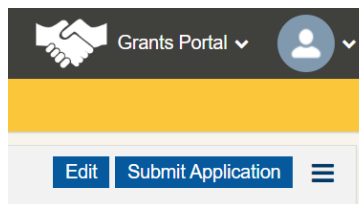
13. Make sure any peer reviewers have looked at and approved the application. If you need to revise your application before submitting it, please select the **blue pencil icon** to make any edits.

Sequence Number	Form Name	Is Form Completed?	Mandatory?	Last Modified By	Last Modified Date	Actions
1	FP 730 - OER Project - Application	Yes	Yes	Spokane Admin	04/25/2024 4:24 PM	

14. Select the “Complete Review” button on the top right corner of the screen. Note that by completing the review, peer reviewers will lose edit access to the budget and application pages.



15. Now that you have completed your application and validated everything, you will select the “Submit Application” button in the upper right corner of the screen. **Note, after submitting the application, you will not be able to edit it.*



Congratulations - you are done!