



**FLORIDA DEPARTMENT OF EDUCATION
Request for Application (RFA Discretionary)**

Bureau / Office

Bureau of Standards and Instructional Support

TAPS Number

23A140

Program Name

Computer Science Certification

Specific Funding Authority(ies)

2022 General Appropriations Act, Line Item 100

Funding Purpose / Priorities

The purpose of this funding is to cover the costs associated with computer science certification and/or professional learning.

Total Funding Amount

An amount not less than \$9,000,000

Type of Award

Discretionary Non-Competitive

Budget / Program Performance Period

July 1, 2022 – June 30, 2023

Target Population(s)

Florida Classroom Teachers

Eligible Applicant(s)

Florida School Districts or Consortia

Application Due Date

Upon receipt and no later than March 1, 2023

The due date refers to the date of receipt in the Office of Grants Management.

For State programs, the project effective date will be no earlier than the effective date of the legislative appropriation, usually July 1 of the fiscal year. The ending date can be no later than June 30, of the fiscal year unless otherwise specified in Florida Statutes or proviso.

Matching Requirement

None

Contact Persons

Program Contact

PJ Duncan

Director, Office of STEAM

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Grants Management Contact

Blaize Dickey

Office of Grants Management

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Assurances

The Florida Department of Education (FDOE) has developed and implemented a document entitled **General Terms, Assurances and Conditions for Participation in Federal and State Programs** to comply with:

2 C.F.R. 200, Uniform Grant Guidance (UGG) requiring agencies to submit a common assurance for participation in federal programs funded by the United States Education Department (USED); Applicable regulations of other Federal agencies; and State regulations and laws pertaining to the expenditure of state funds

In order to receive funding, **applicants must have on file with the Florida Department of Education, Office of the Comptroller, a signed statement by the agency head certifying applicant adherence to these General Assurances for Participation in State and Federal Programs.** The complete text may be found in Section D of the Green Book.

School Districts, Community Colleges, Universities, and State Agencies

The certification of adherence, currently on file with the FDOE Comptroller's Office, shall remain in effect indefinitely. The certification does not need to be resubmitted with this application, unless a change occurs in federal or state law, or there are other changes in circumstances affecting a term, assurance or condition.

Note: The UGG combines and codifies the requirements of eight Office of Management and Budget (OMB) Circulars: A-89, A-102 (former 34 CFR part 80), A-110 (former 34 CFR part 74), A-21, A-87, A-122, A-133, A-50. For the FDOE this means that the requirements in EDGAR Parts 74 and 80 have also been subsumed under the UGG. The final rule implementing the UGG was published in the Federal Register on December 19, 2014, and became effective for new and continuation awards issued on or after December 26, 2014.

Technical assistance documents and other materials related to the UGG, including frequently asked questions and webinar recordings, are available at The Chief Financial Officers Council web site: <https://cfo.gov/cofar>.

Risk Analysis

Every agency must complete a Risk Analysis form. The appropriate DOE 610 or DOE 620 form will be required prior to a project award being issued. The Risk Analysis must be submitted with the application. If an agency is submitting applications for multiple programs, only one Risk Analysis is required.

School Districts, State Colleges, and State Universities, and State Agencies must use the DOE 610 form. Once submitted and approved, the risk analysis will remain in effect unless changes are required by changes in federal or state law, changes in the circumstances affecting the financial and administrative capabilities of the agency or requested by the Department. A change in the agency head or the agency's head of financial management requires an amendment to the form. The DOE 610 form may be found at <http://www.fldoe.org/core/fileparse.php/5625/urlt/doe610.xls>

Funding Method

Reimbursement with Performance

Payment is rendered upon submission of documented allowable disbursements, plus documentation of completion of specified performance objectives.

Fiscal Records Requirements and Documentation

Applicants must complete a Budget Narrative form, DOE101S. Budget pages must be completed to provide sufficient information to enable FDOE reviewers to understand the nature and reason for the line item cost.

All accounts, records, and other supporting documentation pertaining to costs incurred shall be maintained by the recipient for five years. Supporting documentation for expenditures is required for all funding methods. Examples of such documentation include but are not limited to: invoices with check numbers verifying payment, and/or bank statements; time and effort logs for staff, salary/benefits schedules for staff. All must be available upon request.

Funded programs and any amendments are subject to the procedures outlined in the FDOE Project Application and Amendment Procedures for Federal and State Programs (Green Book) and the General Assurances for Participation in Federal and State Programs, which may be found at: <http://www.fldoe.org/finance/contracts-grants-procurement/grants-management/project-application-amendment-procedur.stml>.

Budgeted items must correlate with the narrative portion of the project application that describes the specific activities, tasks and deliverables to be implemented.

All project recipients must submit a completed DOE 399 form, Final Project Disbursement Report by the dates specified on the DOE 200 form, Project Award Notification.

Financial Consequences

The grant manager shall periodically review the progress made on the activities and deliverables listed. If the sub-recipient fails to meet and comply with the activities/deliverables established in the grant or to make appropriate progress on the activities and/or towards the deliverables and they are not resolved within two weeks of notification, the grant manager may approve a reduced payment or request the sub-recipient redo the work or terminate the grant. Failure to meet the deliverables appropriate to the project award result in a decrease in payment commensurate to the incomplete activities. Should the grantee fail to deliver the minimum requirements reflected in the scope of work, 1/4 of any future advances will be withheld from the date of noncompliance until each deliverable has met compliance. All quarterly scheduled payments must be sequential in order as identified in deliverable payment schedule of this grant. If payment is withheld due to deliverable compliance requirement, no further payments may be paid out of sequence. The grant manager must assess one or more of these consequences based on the severity of the

failure to perform and the impact of such failure on the ability of the sub-recipient to meet the timely and desired results. These financial consequences shall not be considered penalties.

Allowable Expenses:

Program funds must be used solely for activities that directly support the accomplishment of the program purpose, priorities and expected outcomes during the program period. All expenditures must be consistent with the approved application, as well as applicable state and federal laws, regulations and guidance. Allowable expenditures may include costs associated with employing appropriate staff for administering the project, office materials and supplies and other relevant costs associated with the administration of the project, including meeting room rentals, consultant fees, printing, etc.

Expenses for personal digital assistants (PDA), cell phones, smart phones and similar devices, including the service costs to support such devices may be allowable, with FDOE prior approval. Applicants will need to describe and justify the need for such devices, identify the amount that will be applicable to the project and how the device will be kept secure.

Unallowable Expenses:

Unless otherwise specifically authorized herein, sub-recipient shall not convey anything of value, including but not limited to gifts, loans, rewards, favors or services, directly to any agent, employee or representative of the Department, and shall promptly notify the Department in the event that an agent, employee or representative of the Department attempts to solicit the same.

Below is a list of items or services that are generally not allowed or authorized as expenditures. This is not an all-inclusive list of unallowable items. Subrecipients are expected to consult the FDOE program office with questions regarding allowable costs.

- Pre-award costs
- Entertainment (e.g., a field trip without the approved academic support will be considered entertainment)
- Meals, refreshments or snacks
- End-of-year celebrations, parties or socials
- Game systems and game cartridges (e.g., Wii, Nintendo, PlayStation)
- Out-of-state travel without FDOE pre-approval
- Overnight field trips (e.g. retreats, lock-ins)
- Incentives (e.g., plaques, trophies, stickers, t-shirts, give-a-ways)
- Gift cards
- Decorations
- Advertisement
- Promotional or marketing items (e.g., flags, banners)
- Purchase of facilities or vehicles (e.g., buildings, buses, vans, cars)
- Land acquisition
- Furniture
- Kitchen appliances (e.g., refrigerators, microwaves, stoves, tabletop burners)
- Tuition
- Capital improvements and permanent renovations (e.g., playgrounds, buildings, fences, wiring)
- Dues to organizations, federations or societies for personal benefit
- Clothing or uniforms
- Costs for items/services already covered by indirect costs allocation

- Costs not allowable for federal programs per the U.S. Education Department General Administration Regulations (EDGAR), which may be found at <https://www2.ed.gov/policy/fund/reg/edgarReg/edgar.html> and the Reference Guide for State Expenditures, which may be found at https://myfloridacfo.com/docs-sf/accounting-and-auditing-libraries/state-agencies/referenceguideforstateexpenditures.pdf?sfvrsn=fc1c5555_2

Equipment Purchases

Any equipment purchased under this program must follow the Uniform Grants Guidance found at http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl or the Reference Guide for State Expenditures, https://myfloridacfo.com/docs-sf/accounting-and-auditing-libraries/state-agencies/referenceguideforstateexpenditures.pdf?sfvrsn=fc1c5555_2

Any equipment purchases not listed on the original budget approved by the FDOE require an amendment submission and approval prior to purchase by the agency awarded the funding.

Further guidance and instruction on property records, inventory and disposition requirements for property are outlined in the Green Book at:

<http://www.fldoe.org/finance/contracts-grants-procurement/grants-management/project-application-amendment-procedur.stml>.

Administrative Costs including Indirect Costs

Chapter 1010.06 F.S. Indirect cost limitation - State funds appropriated by the Legislature to the Division of Public Schools within the Department of Education may not be used to pay indirect costs to a university, state university, school district, or any other entity.

State of Florida, Executive Order 11-116

The employment of unauthorized aliens by any contractor is considered a violation of section 274A(e) of the Immigration and Nationality Act. If the contractor knowingly employs unauthorized aliens, such violation shall be cause for unilateral cancellation of the contract. In addition, pursuant to Executive Order 11-116, for all contracts providing goods or services to the state in excess of nominal value; (a) the Contractor will utilize the E-verify system established by the U.S. Department of Homeland Security to verify the employment eligibility of all new employees hired by the contractor during the Contract term, (b) require that Contractors include in such subcontracts the requirement that subcontractors performing work or providing services pursuant to the state contract utilize the E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term. Executive Order 11-116 may be viewed at:

<http://www.flgov.com/wp-content/uploads/orders/2011/11-116-suspend.pdf>.

State of Florida, Executive Order 20-44

In accordance with Executive Order 20-44, each grantee meeting the following criteria: 1) all entities named in statute with which the agency must form a sole source, public private agreement and 2) all entities that, through contract or other agreement with the State, annually receive 50% or more of their budget from the State or from a combination of State and Federal funds shall provide to the department an annual report in the format required by the department. This report shall detail the total compensation for the entities' executive leadership teams. Total compensation shall include salary, bonuses, cashed in leave, cash equivalents, severance pay, retirement benefits, deferred compensation, real-property gifts, and any other payout. In addition, the grantee shall submit with the annual report the most recent Return of Organization Exempt from Income Tax, Form 990, if

applicable, or shall indicate that the grantee is not required to file such Form 990. This report shall be submitted by March 1 of each year. Executive Order 20-44 may be obtained via this link: https://www.flgov.com/wp-content/uploads/orders/2020/EO_20-44.pdf

Narrative Section

Scope of Work/Narrative

Funds shall be expended solely for the support of classroom teachers to enhance the capacity of schools to provide staff trained and certified as appropriate to meet the requirements of s.1007.2616, F.S. Specifically, funding may be used for:

- delivering or facilitating training for classroom teachers to earn an educator certificate in K-12 computerscience pursuant to s. 1012.56, F.S.;
- training that leads to an industry certification associated with a course identified in the Course Code Directory (the course list may be accessed at: <https://www.fldoe.org/core/fileparse.php/7746/urlt/2122CompSci.pdf>); and
- professional development for classroom teachers to provide instruction in computer science courses and content.

Any funding shall only be used to provide training for classroom teachers, or to pay fees for examinations that lead to a credential, or to provide professional development for classroom teachers to provide instruction in computer science courses and content.

The application must address the following criteria and explain how the project continues to integrate each. If the application is missing any of the requirements listed below it will not be in substantially approvable form.

- Project scope of work, narrative or summary- Note: Refrain from using future-specific language such as “proposes to” or “plans to.” Instead, use present-tense verbs such as “provides,” “serves” and “offers.”
- Baseline data against which performance will be measured. Given the expectations for the project, the application should identify the starting point from which progress will be measured; e.g., standardized test scores, needs assessment results, qualitative data (or in the absence of existing data, provide initial data collection plans).
- The plan to evaluate project outcomes both qualitatively and quantitatively.
- The project deliverables.
- Any other information that might be necessary to determine that the applicant can implement a successful program.

Deliverable Requirements

Explain how the project deliverables are quantifiable, measurable, and verifiable. How will you track participants that are enrolled or have completed the program? (e.g. - attendance sign-in sheets, vocational certificates, copies of required testing) Applicant is required to submit project deliverables as outlined on the Project Performance and Accountability Chart/Deliverables Form and the Activity Report Schedule and Requirements Form – Appendix A. The activity report should reflect activities and program performance during each reporting period. The values should reflect consistency within report areas for same given time period. All reports, except final report, should be quarterly cumulative and submitted on a quarterly basis as identified in Appendix A.

Reporting Outcomes

Provide an evaluation report describing project activities, accomplishments and outcomes. The annual outcomes report should include the impact the program has had on participants from June 30, DOE 900D May 2022

2022 through July 1, 2023. The report should include the total participant enrollment, number of workforce partnerships garnered for participant placement, number of participant placements, education and mentoring services outcomes, and the number of vocational certifications. Based on the review of reported outcomes determination is made for the following year to show continuous improvement.

Return on Investment (State funded projects only)

The recipient is required to provide quarterly return on investment program activities reports to the Department. Return on investment reports should describe programmatic results that are consistent with the expected outcomes, tasks, objectives and deliverables detailed in the executed grant agreement. Beginning at the end of the first full quarter following execution of the grant agreement, the recipient shall provide these quarterly reports to the Department within 30 days after the end of each quarter and thereafter until notified that no further reports are necessary. This report shall document the positive return on investment to the state resulting from the funds provided under the agreement. These reports will be summarized and submitted to the Office of Policy and Budget and are requested so Legislative staff can review the project results throughout the year and develop a basis for budget review in the event subsequent funding is requested for future years.

Reports should summarize the results achieved by the project for the preceding quarter and be cumulative for succeeding quarters. Although there may be some similarity between activity reports and deliverables submitted to the Department as specified in the grant agreement for payment purposes, please note, that this return on investment report is separate and apart from those requirements.

All reports shall be submitted to the designated project manager for the Department. All questions should be directed to the project manager.

Support for Strategic Plan

Describe how the project will incorporate one or more of the Goals included in the State Board of Education's K-20 Strategic Plan, outlined at: <http://www.fldoe.org/policy/state-board-of-edu/strategic-plan.shtml>.

Conditions for Acceptance

The requirements listed below should be met for applications to be considered for review:

- 1) Application is received in the Office of Grants Management within the timeframe specified by the RFA
 - 2) Application includes required forms: DOE 100A Project Application Form and DOE 101S Budget Narrative Form
 - 3) All required forms must have the assigned TAPS Number included on the form
 - 4) All required forms have signatures by an authorized entity. The department will accept electronic signatures from the agency head in accordance with section 668.50(2)(h), Florida Statutes.
- **NOTE: Applications signed by officials other than the appropriate agency head identified above must have a letter signed by the agency head, or documentation citing action of the governing body delegating authority to the person to sign on behalf of said official. Attach the letter or documentation to the DOE 100A when the application is submitted.**

- An “electronic signature” means an electronic sound, symbol, or process attached to or logically associated with a record and executed or adopted by the person with the intent to sign the record.
 - The department will accept as an electronic signature a scanned or PDF copy of a hardcopy signature.
 - The department will also accept a typed signature, if the document is uploaded by the individual signing the document.
- 5) Application must be submitted electronically to the Office of Grants Management via ShareFile.

FLORIDA DEPARTMENT OF EDUCATION PROJECT APPLICATION

Please return to: Florida Department of Education Office of Grants Management ShareFile System	A) Program Name: <h3 style="margin: 0;">Computer Science Certification</h3> TAPS NUMBER: #23A140	DOE USE ONLY Date Received Project Number (DOE Assigned) xxx-90430-3P001
B) Name and Address of Eligible Applicant:		
C) Total Funds Requested: <hr style="width: 80%; margin: 10px auto;"/> <p style="text-align: center;">DOE USE ONLY</p> <p style="text-align: center;">Total Approved Project:</p> <p style="text-align: center; font-size: 1.2em;">\$9,000,000</p>	D) Applicant Contact & Business Information	
	Contact Name: Fiscal Contact Name: Mailing Address: Physical/Facility Address:	Telephone Numbers: E-mail Addresses: UEI number: FEIN number:
CERTIFICATION I, _____, (<i>Please Type Name</i>) as the official who is authorized to legally bind the agency/organization, do hereby certify to the best of my knowledge and belief that all the information and attachments submitted in this application are true, complete and accurate, for the purposes, and objectives, set forth in the RFA or RFP and are consistent with the statement of general assurances and specific programmatic assurances for this project. I am aware that any false, fictitious or fraudulent information or the omission of any material fact may subject me to criminal, or administrative penalties for the false statement, false claims or otherwise. Furthermore, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; and procedures for fiscal control and maintenance of records will be implemented to ensure proper accountability for the expenditure of funds on this project. All records necessary to substantiate these requirements will be available for review by appropriate state and federal staff. I further certify that all expenditures will be obligated on or after the effective date and prior to the termination date of the project. Disbursements will be reported only as appropriate to this project, and will not be used for matching funds on this or any special project, where prohibited. Further, I understand that it is the responsibility of the agency head to obtain from its governing body the authorization for the submission of this application.		
E) _____ Signature of Agency Head	_____ Title	_____ Date

Project Performance Accountability Information, Instructions, and Form

NOTE: The following pages are included in the RFA (DOE 900D) template and are to be completed by the applicant.

The Florida Department of Education has a standardized process for preparing applications for discretionary funds. This section of the RFA, Project Performance Accountability, is to assure proper accountability and compliance with applicable state and federal requirements.

The Department's project managers will:

- track each project's performance based on the information provided and the stated criteria for successful performance
 - verify the receipt of required deliverables prior to payment
- For projects funded via Cash Advance, the Department's project managers will verify that the project activities/deliverables are progressing in a satisfactory manner, consistent with the Scope of Work/Project Narrative and Performance Expectations, on a quarterly basis.

The Scope of Work/ Project Narrative must include the specific tasks that the grantee is required to perform.

Deliverables must:

- be directly linked to a specific line item/cost item that in turn links to the specific task/activity/service
- identify the minimum level of service to be performed
- be quantifiable, measurable, and verifiable. (*how many, how often, duration*). Effectiveness (*a method demonstrating the success such as a scale goals to be attained is necessary*). Evidence or proof that the activity took place (*Examples of deliverables: documents, manuals, training materials and other tangible product to be developed by the project, training & technical assistance and the method of provision, number of clients or individuals served, the method of providing the service and frequency*). *Criteria for acceptance may vary based on the services being provided. Specific criteria will need to be developed by the program office, communicated to the provider, articulated in the deliverable form and will become part of the project award.*

The applicant must complete the information related to the required tasks to be performed and timelines/due dates for the respective tasks/deliverables consistent with the provided instructions. Per Chapter 215.971 F.S. financial consequences will be applied if the subrecipient fails to perform the minimum level of services required by the agreement. Unit cost is not necessary for each item but can be used to establish a methodology for reduction in the event minimum performance is not met.

Project Performance Accountability Form

Program Name: _____ Project Number: _____ Reporting Period (Dates): July 1, 2022 – June 30, 2023

Scope of Work Tasks/Activities	Deliverables (product or service)	Evidence (verification)	Due Date (completion)	Financial Consequences/ Unit Cost
<p>The major tasks that the grantee is required to perform and/or the specific activities performed to complete the Scope of Work</p>	<p>The products and/or services that directly relate to a task specified in the Scope of Work. Deliverables must be quantifiable, measurable, and verifiable</p>	<ul style="list-style-type: none"> • Quarterly/Annual Program Activity Report (including data and narrative description of activities) <p>Agency will maintain the following records, as applicable, to support reported activities:</p> <ul style="list-style-type: none"> – Monthly Attendance Reports – Staff, volunteer or mentor training agendas – Staff, volunteer or mentor training sign-in sheets – Screening/background documentation – Participant/student sign-in and/or sign out logs or other attendance tracking system – Curriculum/lesson plans <p>The above documentation may be requested by the FDOE or its representatives at any time.</p>	<p>Date for completion of tasks consistent with deliverable schedule</p>	<p>Unit Cost- Dollar value of deliverables</p>

Note: Add additional lines if necessary

Financial Consequences will be applied as follows:

- Require Corrective Action Plans
- Delay in the approval for the next year, or non-approval for the next year
- Reduction of the next advance in proportion to the work/tasks not completed as follows:
 - \$ ___ / training or session
 - \$ ___ / teacher or student
 - \$ ___ / served

FLORIDA DEPARTMENT OF EDUCATION
2022-2023 Computer Science Certification by District

Agency Number	District	2021-2022 Enrollment Data # of Students	2022-2023 Allocation Amount
10	Alachua	29,109	\$ 91,335
20	Baker	4,816	\$ 15,110
30	Bay	25,091	\$ 78,727
40	Bradford	2,720	\$ 8,535
50	Brevard	71,292	\$ 223,690
60	Broward	263,800	\$ 827,711
70	Calhoun	2,047	\$ 6,423
80	Charlotte	15,414	\$ 48,365
90	Citrus	15,361	\$ 48,196
100	Clay	38,680	\$ 121,366
110	Collier	47,285	\$ 148,364
120	Columbia	9,987	\$ 31,334
130	Miami-Dade	340,484	\$ 1,068,318
140	DeSoto	4,654	\$ 14,602
150	Dixie	2,158	\$ 6,770
160	Duval	129,158	\$ 405,252
170	Escambia	38,674	\$ 121,347
180	Flagler	13,175	\$ 41,338
190	Franklin	1,218	\$ 3,822
200	Gadsden	4,576	\$ 14,359
210	Gilchrist	2,764	\$ 8,673
220	Glades	1,724	\$ 5,411
230	Gulf	1,815	\$ 5,695
240	Hamilton	1,513	\$ 4,748
250	Hardee	4,904	\$ 15,387
260	Hendry	12,606	\$ 39,554
270	Hernando	23,400	\$ 73,422
280	Highlands	12,147	\$ 38,113
290	Hillsborough	220,603	\$ 692,174
300	Holmes	3,071	\$ 9,637
310	Indian River	17,407	\$ 54,617
320	Jackson	5,787	\$ 18,156
94B	Jefferson	734	\$ 2,304
340	Lafayette	1,151	\$ 3,611
350	Lake	43,714	\$ 137,161
360	Lee	96,432	\$ 302,571
370	Leon	32,649	\$ 102,441
380	Levy	5,390	\$ 16,913
390	Liberty	1,211	\$ 3,799

FLORIDA DEPARTMENT OF EDUCATION
2022-2023 Computer Science Certification by District

Agency Number	District	2021-2022 Enrollment Data # of Students	2022-2023 Allocation Amount
400	Madison	2,362	\$ 7,410
410	Manatee	49,129	\$ 154,149
420	Marion	42,734	\$ 134,084
430	Martin	18,571	\$ 58,269
440	Monroe	8,450	\$ 26,513
450	Nassau	12,272	\$ 38,504
460	Okaloosa	32,129	\$ 100,811
470	Okeechobee	6,282	\$ 19,712
480	Orange	204,857	\$ 642,770
490	Osceola	71,901	\$ 225,600
500	Palm Beach	189,513	\$ 594,626
510	Pasco	78,748	\$ 247,084
520	Pinellas	95,390	\$ 299,299
530	Polk	109,476	\$ 343,498
540	Putnam	10,542	\$ 33,077
550	St. Johns	46,092	\$ 144,619
560	St. Lucie	42,474	\$ 133,269
570	Santa Rosa	28,117	\$ 88,221
580	Sarasota	43,230	\$ 135,640
590	Seminole	67,210	\$ 210,883
600	Sumter	8,761	\$ 27,489
610	Suwannee	5,872	\$ 18,424
620	Taylor	2,641	\$ 8,286
630	Union	2,305	\$ 7,232
640	Volusia	61,016	\$ 191,446
650	Wakulla	4,997	\$ 15,680
660	Walton	10,551	\$ 33,106
670	Washington	3,455	\$ 10,839
685	FAMU Lab School	624	\$ 1,961
687	FAU Lab Schools	2,765	\$ 8,676
371	FSU Lab Schools	2,614	\$ 8,201
15	UF Lab Schools	1,267	\$ 3,976
48C	Virtual School	53,318	\$ 167,295
TOTAL		2,868,386	\$ 9,000,000