



Contacts:
For program or content questions:
robotics@ndep.us
For technical issues related to the website:
info@ndep.us

**Request for Proposal
Participation in ASD(R&E) STEM Office
Sponsored Robotics Teams
2014 – 2015 Opportunity**

The Department of Defense (DoD) STEM Strategic Plan FY 2013-2017 states its Mission as:
Ensure the Department has enduring access to a highly competent STEM workforce essential to deliver innovative solutions for the Nation's current and future defense challenges.

As delineated in the STEM Strategic Plan, Goal 1: Attract, develop, and retain a highly competent DoD STEM workforce, based on DoD requirements.

Objective 1.1: Develop and foster an engaged and diverse STEM talent pool.

Objective 1.2: Attract and recruit a proficient, agile and effective STEM workforce.

ASD(R&E) robotics grants provide a means for the DoD workforce, scientists and engineers, to achieve sustained engagement with students, parents, teachers and the public in science, technology, engineering and mathematics (STEM) initiatives. FIRST® provides a family of robotics leagues to allow a continued pathway for students to engage in STEM activities throughout their education.

The ASD(R&E) robotics grant allows our current workforce to coach and mentor robotics teams across the nation within proximity of our DoD facilities. Participation in this initiative aligns DoD efforts to develop and foster an engaged and diverse STEM talent pool by making proactive investments that strengthen and broaden its STEM competent talent pool across the education continuum to support future DoD workforce needs.

ASD(R&E), is soliciting proposals from all interested DoD laboratories/sites, DoD Education Activity (DoDEA) schools, and Missile Defense Agency (MDA) sites. ASD(R&E) STEM funding will make it possible for the above identified participants to sponsor FIRST® robotics teams (Jr. FLL, FLL, FTC, FRC). This program is managed by robotics coordinators who can be reached at robotics@ndep.us. In the event that demand exceeds the opportunities that funding has made available, the robotics coordinators will facilitate the selection process. The robotics coordinators also provide an informal help desk, and serve as an interface on behalf of ASD(R&E) with the staff and leadership of FIRST®.

Please find below a proposal process overview, meant to help all interested local site coordinators submit proposals to the NDEP web site (<http://ndep.us/USFirst/>). The period for online proposal entry is June 23 to July 14, 2014. The dates will also be posted on the web site. The Call for Proposal announcement will be issued from ASD(R&E) robotics coordinators with a copy to the Service Coordination Offices (SCOs) and agency representatives listed below:



Contacts:
For program or content questions:
robotics@ndep.us
For technical issues related to the website:
info@ndep.us

Air Force STEM Coordination Office (Mr. Kevin Gooder, Mr. Dann Andrews)
Army STEM Coordination Office (Mr. Jeff Singleton, Ms. Andrea Simmons)
Navy STEM Coordination Office (Dr. Chris Fall, Mr. Michael Simpson)
DODEA STEM Office (Ms. Kim Day)
MDA STEM Office (Dr. LaRonda Conley)
ASD(R&E) STEM Office

What is FIRST®?

FIRST® (For Inspiration and Recognition of Science and Technology) is a non-profit organization which organizes 4 robotics leagues for students from six years old through high school, K-12. Teams are typically formed in schools, after school, organizations or clubs, and neighborhoods with coaching, mentoring and sponsorship from professionals at science and technology-based organizations. FIRST leagues supported by this grant are:

- Jr FIRST LEGO League (JrFLL), 6-9 yrs
- FIRST LEGO League (FLL), 9-14 years, 9-16 outside US/Canada
- FIRST Tech Challenge (FTC), middle & high school students
- FIRST Robotics Competition (FRC) high school students

For more information see <http://www.usfirst.org/>

What is Involved in Sponsoring a Team?

Calendar. The Junior FIRST LEGO League (Jr. FLL), a non-competitive league for 6-to-9 year olds, begins registration typically in June, issues the challenge in early August, and holds expo events from November through May.

The FIRST® LEGO League (FLL) and FIRST® Tech Challenge (FTC) begin registration in May and issue their respective challenge in September. Competition may be held from October through March.

The FIRST® Robotics Competition (FRC), at the high school level, begins registration in October, issues the challenge in early January, and begins regional competitions in March. The season finale for all leagues is the Championship (or "World Festival" for FLL and Jr. FLL) in mid-to-late April. A detailed season schedule for each league is available on-line at the FIRST® website.

Responsibilities. Grant sponsorship requires a DoD workforce volunteer to be identified as a coach or mentor for each new ("rookie") or continuing team ("veteran") submitted. DoD volunteer coaches and/or mentors of a FIRST® team are responsible for:

- Fielding a team of the appropriate size and age group as specified by FIRST®.
- Identify sufficient resources to successfully coach the team.
- Taking the team through the entire JrFLL/FLL/FTC/FRC season.
- Entering the team into a FIRST® local, qualifying, district or regional competition.
- Taking the team to higher levels of competition should they advance.
- Acknowledging ASD(R&E) grants, along with their local DoD site, as a team sponsor.



Contacts:
For program or content questions:
robotics@ndep.us
For technical issues related to the website:
info@ndep.us

- Coordinating with and reporting progress to robotics coordinators (when requested)
- Abiding by all FIRST® rules and guidelines (<http://www.usfirst.org/>)
- Engaging other colleagues and the families of team members to provide increased support.
- Reaching out for help when necessary to be successful.
- Providing team reporting data to the Robotics Coordinators and/or FIRST (when requested).

Time Commitment. Each FIRST league's competitive season has a well-defined, compressed schedule that requires sufficient lead-time to address the activities associated with each year's challenge. Coaches typically will meet with their teams regularly during the entire season in preparation for a competition or exposition; the frequency and duration of meetings is dependent upon the skill level and the progress made by a team during their meetings. Many coaches/mentors spend on the order of 60-80+ hours with their Jr. FLL/FLL teams, and as much as 100 hours or more with FTC/FRC teams, in preparation for competitions. Additional time is required to prepare for and attend competitions; of course, the further your team advances, the more time will be required.

What does ASD(R&E) Sponsorship Cover?

Costs. This ASD(R&E) robotics grant will cover various costs of fielding a team for participation in one of the four leagues. Funding will not be sent directly to teams nor DoD labs/sites; rather, Robotics coordinators establish an account with FIRST®, and FIRST® will apply funding directly to the team's "bill" for specific items covered under the ASD(R&E) grant. Specific grant procedures (issued from FIRST to sponsored teams) must be followed to be eligible for this grant. Grant awards will include specific items approved for that season. Teams that register or order without the specific ASD(R&E) grant instructions will forfeit the grant. Refunds will not be permitted.

For **rookie** FIRST® teams (new to Jr. FLL, FLL, FTC, or FRC), any combination of the following may be provided (items will be specified in the grant award):

Jr. FLL teams:	1 JrFLL Registration and/or 1 team kit
FLL teams:	1 Registration and/or 1 Field Setup Kit and/or 1 Robot Kit
FTC teams:	1 Registration and/or 1 Competition (Robot) Kit and/or 1 Resource Kit and/or 1 RobotC Programming Language License
FRC teams:	1 (full) Registration as outlined by FIRST® on their web site, which includes attendance at one competition, and/or Kit of Parts.



Contacts:
For program or content questions:
robotics@ndep.us
For technical issues related to the website:
info@ndep.us

For **veteran** FIRST® teams (returning to JrFLL, FLL, FTC, or FRC), any combination of the following may be provided (items will be specified in the grant award):

Jr. FLL teams:	1 JrFLL Registration
FLL teams:	1 Registration and/or 1 Field Setup Kit
FTC teams:	1 Registration and/or 1 Resource Kit and/or 1 License RobotC
FRC teams:	Partial team registration – Amount TBD

Please Note. Grant funds will be neither reimbursable nor transferable. ASD(R&E) grants issued via FIRST® will not be able to be used for materials other than those identified by the specific grant award instructions. If the team receives registration specific grants from more than one organization, and the grants are in conflict, the ASD(R&E) grant will be forfeited.

Support. Coaches and mentors have a tremendous support system that is provided by FIRST®, to include forums, training sessions, coach's manual, computer-aided guides, and email contact. In addition, ASD(R&E) provides support through the Robotics Coordinators who have extensive experience in fielding FIRST® teams, and who have considerable expertise in both unmanned systems (real-world robotics) and mentoring youth. Robotics Coordinator support will take the form of email, phone, and web-based information sources. These resources, while limited, are intended to help make you successful in your coaching experience. Robotics Coordinator support may also include periodic contact to determine how your season is progressing. The ASD(R&E) Robotics Coordinators can be contacted at robotics@ndep.us

When entering the proposals, Site Coordinators will please acknowledge:

- Local DoD site's level of commitment to stand up and support this FIRST® team. Participation on a sponsored robotics team is open, without discrimination, to the maximum allowable number of students of the general student population.
- FIRST® teams involve the team and the surrounding community.
- Robotics teams may need the support of local schools and/or community organizations (meeting location, materials) along with the ASD(R&E) grant.
- There is an expectation that the team will be able to raise supplemental funds from sources outside of DoD for items not provided by the ASD(R&E) grant.
- Local DoD Site coordinator and DoD volunteer mentors/coaches will have the ability to provide team reporting data to the Robotics Coordinators and/or FIRST during the season when requested.
- Site Coordinators should make every effort to place teams from your diversity target schools and partnered organizations highest in your site's priority list.

What are the selection criteria?

1. Does this team support your local DoD site diversity goals? (Yes or No)
2. A valid DoD mentor (with .mil email) has been identified by name to support this team.
3. Local DoD Site Coordinator's priority rank (1-n) for each of their site submissions.
(NOTE: Site Coordinators should make every effort to place teams from your diversity target schools and partnered organizations highest in your site's priority list.)
4. Proximity to the DoD site and DOD volunteer workforce (in miles).



Contacts:
For program or content questions:
robotics@ndep.us
For technical issues related to the website:
info@ndep.us

Additional information to be submitted:

- Local DoD Site Coordinator, DoD Mentor/Volunteer, coach/teacher and school/organization contact information (specific contact information required: Full Name, address, phone, Alternate phone, email address)
- Type of league grant being requested
 - JrFLL (6-9 yrs)
 - FLL, FIRST LEGO League, 9-14 years, 9-16 outside US/Canada)
 - FTC, FIRST Tech Challenge, (middle & high school students)
 - FRC (high school students)
- Existing team number or indicate this is a rookie FIRST® team

What is the Timetable for Submission of Proposals and Notification of Results?

Proposals must be submitted electronically at <http://www.ndep.us/usfirst>. The proposal submissions will begin June 19, 2014 and will close on July 14, 2014 at 4:00pm PST. The Call for Proposals and the opening/closing dates will be posted on the www.ndep.us web site. The ASD(R&E) Robotics Coordinators will evaluate proposals during a review period according to the above criteria, and may contact you during that time for clarifying information. As soon as possible following the proposal review, Robotics Coordinators in conjunction with the STEM Coordination Offices (SCOs) will notify the local DoD Site Coordinators and DoD volunteers regarding grant awards and the specific items/level of support. FIRST will provide the specific ASD(R&E) grant instructions directly to team coaches, copy to the DoD mentor identified in the proposal.

Important –

1. **Please do NOT forward this Call for Proposals outside of your local DoD workforce. Proposals must be submitted by the local DoD Site Coordinator or their designated point of contact, NOT by teams.**
2. **Local DoD Site Coordinators must obtain a Logon for the NDEP website before they are able to submit proposals. This account request may take a few days to process.**
3. **A separate proposal must be submitted for each team a local site coordinator desires to sponsor. Please verify your data entry before hitting submit. (Contact the robotics coordinators for manual corrections.)**
4. **Multiple proposals for one school/organization for the same league will not be considered.**
5. **Teams that register prior to receiving the specific ASD(R&E) grant award instructions will forfeit the ASD(R&E) grant. No variation in the process will be permitted. No refunds.**

Sample screen entry for proposal submissions:

[HOME](#)
[GET INVOLVED](#)
[PROGRAMS](#)
[PERSONAL STORIES](#)
[LAB TV](#)
[LABS](#)
[COMMUNITIES](#)
[FAQs](#)
[ABOUT US](#)



National Defense Education Program
Building American Strength in Science and Engineering

US FIRST SUBMISSION
PARTNER ADS

Thank you for your interest in NDEP-sponsored robotics teams. The 2013 grant application period is now closed. Current applicants will be notified when 2013 funding information is available.

Site Information

NDEP Site Name: *

Other Site Name:

(if not found on list above)

NDEP Site Address: *

NDEP Site Address 2:

NDEP Site City: *

NDEP Site State: *

NDEP Site ZIP: *

Branch of Service: *

NDEP Site Coordinator submitting proposal

Coordinator Name: *

Other Name:

(if not found on list above)

Coordinator Work Phone: *

Coordinator Email: *

(email address must end in .gov or .mil)

Coordinator Address: *

Coordinator Address 2:

Coordinator City: *

Coordinator State: *

Coordinator ZIP: *



CALENDAR



MEDIA



Name of Volunteer / Mentor

(Note: DoD volunteer cannot be a site coordinator)

DoD Volunteer Name: *

Volunteer Phone: *

Volunteer Alt. Phone:

Volunteer Email: *

(email address must end in .gov or .mil)

Volunteer Address: *

Volunteer Address 2:

Volunteer City: *

Volunteer State: * - Select -

Volunteer ZIP: *

Will this DoD volunteer be the primary coach for this team?: * - Select -

Name of Team Coach

Coach Name: *

Coach Phone: *

Coach Alt. Phone:

Coach E-mail: *

Coach Address: *

Coach Address 2:

Coach City: *

Coach State: * - Select -

Coach ZIP: *

School / Organization

Name of School / Organization: *

School/Org School District: *

Multiple school districts?: ☐ Yes ☐ No

School/Org. Contact Name: *

School/Org. Phone: *

School/Org. Email: *

School/Org. Address: *

School/Org. Address 2:

School/Org. City: *

School/Org. State: * - Select -

School/Org County: *

School/Org. ZIP: *

Additional Information

Requesting a grant for: * - Select -

Are you a rookie team?: * - Select -

If no, what is your team number?:

NDEP Site Coordinator's priority rank for this team: *

- Select -
(prioritize all your site's submissions)

Does this team support your NDEP site diversity goals?: * - Select -

Proximity to NDEP site: * - Select -

Submit