THE ROBOTICS EDUCATION & COMPETITION FOUNDATION
& NASA SCHOOL DISTRICT GRANT
REQUEST FOR PROPOSAL
(RFP)

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1. Request for Proposal

The Robotics Education & Competition (REC) Foundation & NASA School District Grant is explained in detail below. This RFP represents the first step in a process for school districts to be considered for a competitive grant supporting the creation of VEX Robotics Competition and VEX IQ Challenge programs throughout their respective districts. This RFP exists to serve our mission to increase student interest and involvement in science, technology, engineering, and mathematics (STEM) by engaging students in hands-on sustainable and affordable curriculum-based robotics engineering programs across the United States.

2. Summary and Background

The REC Foundation, in conjunction and partnership with NASA, are currently accepting proposals to develop, design, and launch both VEX IQ Challenge (focused on Elementary and Lower Middle School aged students) and VEX Robotics Competition (VRC) (focused on Upper Middle and High School aged students) programs within School Districts. Grants valued at up to, and in some cases, much more than $50,000 (based on the size of the district and number of schools) will support equipment requirements at both the school site and district level.

The purpose of this Request for Proposal (RFP) is to solicit proposals from various School Districts, conduct a fair and extensive evaluation based on criteria listed herein, and select the School District(s) that can best develop, design and launch Robotics Programs within their District.

The REC Foundation intends to award at least two district wide grants to qualified applicants during the Fall. Please reference the guidelines below for more information regarding submission deadlines.

3. Proposal Guidelines

The Request for Proposal represents the requirements for an open and competitive process. Proposals will be accepted on a rolling basis until all available funding is awarded. Interested parties are encouraged to submit their proposal as quickly as possible for inclusion in the review process. Dependent on available funding, the REC Foundation may be able to grant additional awards during the Spring. All proposals must be signed by the District Superintendent and Chief Business Officer (or equivalent).

If the District submitting a proposal must outsource or contract any work to meet the requirements contained herein, this must be clearly stated in the proposal. Additionally, for all costs included in proposals which call for outsourcing or contracting, work must include the name and description of the organization being contracted.
Contract terms and conditions will be negotiated upon selection of winning bidders for this RFP. All contractual terms and conditions will be subject to review by The REC Foundation and will include scope, budget, schedule, and other necessary items pertaining to the project.

4. Project Purpose and Description

The purpose of this project is as follows:

The REC Foundation & NASA seek to increase student interest and involvement in science, technology, engineering, and mathematics (STEM) by engaging entire school districts and their individual school sites from K-12 in hands-on sustainable and affordable curriculum-based robotics engineering programs across the U.S. and internationally.

Project Description:

Tier 1 Districts (comprising 25 schools or less)

REC Foundation & NASA seek school districts to develop, design, and launch both VEX IQ (focused on Elementary and Lower Middle School) and VRC (focused on Upper Middle and High School) Robotics Programs at each of their school sites within a two-year period (50% of school sites within the 1st year).

Tier 2 Districts (comprising 25 – 75 schools)

REC Foundation & NASA seek school districts to develop, design, and launch both VEX IQ (focused on Elementary and Lower Middle School) and VRC (focused on Upper Middle and High School) Robotics Programs at each of their school sites within a three-year period (33% of school sites within the 1st year).

Tier 3 Districts (comprising 75+ schools)

REC Foundation & NASA seek school districts to develop, design, and launch both VEX IQ (focused on Elementary and Lower Middle School) and VRC (focused on Upper Middle and High School) Robotics Programs at each of their school sites within a four-year period (25% of school sites within the 1st year).

It is left up to the school district/individual school site to determine how they start their team(s). Typically, school programs are either run:

a. Within the school curriculum and during actual school hours
b. As a before or after school hours club
c. A combination of both A and B

Grant recipients are expected to work with the REC Foundation, or its designee, to support the collection of statistical and self-efficacy data related to the success of the project.
5. Project Scope

The scope of this project includes all professional development requirements of District and School Site Leadership, Volunteer Certification, facility use and liability/insurance requirements.

The selected proposer (school district) will be responsible for planning and conducting a thorough implementation plan with the assistance of REC Foundation Staff.

The following criteria must be met to achieve a successful project:

- The District will assign a Program Manager to oversee and ensure the successful implementation and integration of this Robotics Program.
- The District will provide a Roadmap of implementing either VEX IQ or VRC at each of its school sites over a 2-4 year period according to the tier structure outlined in section 4.
- The District will host at least 1 VEX IQ and 1 VRC Tournaments each year for all of the teams from the schools in the district.
- The District will identify at least 1 school site for both VEX IQ and VRC to host competitions and designate “Event Partners” to host competition events in support of the teams started with their grant award.
- Individual School Sites will participate in at least 1 local tournament.
- Robot Kits and its associated Robotics Tournament Equipment will remain accounted for and maintained in a secure, clean location.
- Applicants are required to demonstrate that in-kind donations or matching funds are available to support the long-term sustainability of their programs.

In turn the REC Foundation & NASA will provide the following*:

a. Each VEX IQ School Site:
   - 1 X VEX IQ Grant Kit per school site valued at $500 consisting of:
     - 1 x Super Kit (P/N: 228-2500)
     - 1 x Competition add on Kit (P/N: 228-3600)
     - 1 x REC Foundation VEX IQ Registration Fee, valued at $100

b. Each VRC School Site:
   - 1 x VRC Grant Kit per school site valued at $1,350 consisting of:
     - 1 x Classroom & Competition Super Kit (P/N: 276-3000)
     - 1 x RobotC Programming Language
     - 1 x 3000 mAh Robot Battery
     - 1 x AAA Joystick Cable
     - 1 x REC Foundation VRC Registration Fee, valued at $100
c. Each School District will receive
   i. For Support of VEX-IQ:
      • 1 x VEX IQ Sponsored Event Bundle X - Competition Fields & Materials, valued at $1650
         o 2 x VEX IQ Challenge Full Field Perimeter and Tiles (P/N: 228-2550) - $200 each
         o 2 x VEX IQ Challenge Full Game Element Set (P/N: TBD) - $99 each
         o 1 x Competition Field Monitors (16”-19” LED Monitors) - $120
         o 1 x Peavey Escort 3000 Sound System - $700
         o 1 x GTD Audio G-622H UHF Wireless Microphone System - $200
         o 1 x 3.5 mm TRS to Dual ¼ inch cables for computers - $15
   ii. For Support of VRC:
      • 1 x VRC Sponsored Event Bundle 1 - Competition Fields & Materials, valued at $3,500 (This bundle has been comprised for Event Partners that have access to fewer local resources or that want more competition options)
         o 2 x Competition Field Perimeter Kits (P/N: 278-1501)
         o 2 x Competition Field Tile Kits (P/N: 278-1502)
         o 2 x VEXnet Field Controller Kits (P/N: 275-1401)
         o 2 x VEX Competition Field Monitor Stands (P/N: 276-1572)
         o 2 x Competition Field Monitors (16”-19” LED Monitors)
         o 1 x Peavey Escort 3000 Sound System
         o 1 x GTD Audio G-622H UHF Wireless Microphone System
         o 1 x 3.5 mm TRS to Dual ¼ inch cables for computers

* The school grant kits are for schools without existing VEX Robotics Competition or VEX IQ Challenge teams. Schools with existing teams will not receive the hardware listed above.

d. Free Shipping is available if the School District:
   i. Receives all materials at a central location for distribution to school sites. Kit distribution will not occur until all robot teams receiving grant material have registered at www.roborotevents.com.

   and/or

   ii. Provides “matching funds” in the equivalent of equipment granted at School Sites and/or District Level.
6. Request for Proposal and Project Timeline

Request for Proposal Timeline:

Proposals in response to this RFP are accepted on a rolling basis. Proposal reviews will be conducted quarterly. Applicants that wish to be considered for the Fall awards period, should submit their proposal no later than the second Thursday of October. Applicants that wish to be considered for the Spring awards period, should submit their proposal no later than the second Thursday of April.

If additional information or discussions are needed with any school Districts, the school district will be notified.

Upon notification, the contract negotiation with the winning school district will begin immediately.

School Districts that were not selected will also be notified.

Project Timeline:

Please create a timeline for each of three phases; Design, Develop, and Launch. Please use a simple table, like the one below, to list tasks and commitment dates for each phase.

<table>
<thead>
<tr>
<th>Task Description</th>
<th>Completion Date</th>
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<tbody>
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The project phases may be modified and updated during the initial planning and contract negotiation period. Please provide projections in the project timeline to allow a review of the applicant readiness to complete the work described in this RFP. Districts selected to receive an award must be able to begin implementation no later than the following semester.

7. Budget

All proposals must include proposed costs to complete the tasks described in the project scope. Costs should be stated as one-time or non-recurring costs (NRC) or monthly recurring costs (MRC). Pricing should be listed for each of the following:

a. Design Phase
b. Develop Phase
c. Launch Phase

Please use a simple table, like the one below, to create your budget for each phase of the project. It is important to list direct costs to the REC Foundation, outlined in Section 5, in addition to in-kind and matching support committed to execute the entirety of the grant.
Please don’t forget to include a total cost of the project for the REC Foundation and for the applicant (as demonstrated in the table below).

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Total Item Cost</th>
<th>REC Foundation</th>
<th>Applicant</th>
</tr>
</thead>
<tbody>
<tr>
<td>10 VEX IQ Challenge Grant Kits</td>
<td>$5,000</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Program Manager</td>
<td>$13,500</td>
<td></td>
<td>Yes</td>
</tr>
<tr>
<td>Total Cost</td>
<td></td>
<td>$5,000</td>
<td>$13,500</td>
</tr>
</tbody>
</table>

8. School District Qualifications

School Districts should provide the following as part of their proposal for consideration:

- Total number of:
  - Elementary Schools
  - Middle Schools
  - High Schools
- Total number of Title I schools
- Total number of students within the school district
- Social Economic status of District/Schools
- Project Management methodology


REC Foundation & NASA will evaluate all proposals based on the requested criteria. To ensure consideration for this Request for Proposal, your proposal should be complete and include the following criteria:

- Overall proposal suitability: proposed project must meet the scope and requirements included and be presented in a clear and organized manner.
- Matching Funds secured by or provided by the district

Each School District must submit their proposal in either hardcopy, on line, or email to the addresses below:

a. Email an electronic pdf copy to: grants@roboticseducation.org
b. Mail hardcopy to:
   ROBOTICS EDUCATION & COMPETITION FOUNDATION
   P.O. BOX 8276
   GREENVILLE, TX 75404