

PROPOSAL DETAILS

NOTE: Prior to writing each proposal section, please review the current year's Request for Proposals (RFP) and "Reviewer's Rubric" for evaluation criteria.

- A. **Technology Description:** Clearly and thoroughly details the technology requested, and project size, scope, and goals for implementation of this technology. *Summarize your response in 1,800 characters or less (spaces included in the count).*

B. **Justification:** Clearly Identify why this technology is being requested and how it fits in the program's long-term plan. *Summarize your response in 1,800 characters or less (spaces included in the count).*

- C. **Instructional Delivery:** Clearly define the mode of instructional delivery, potential to involve many students/clients in multiple age groups and demographics, and method of long-term project sustainability. *Summarize your response in 1,800 characters or less (spaces included in the count).*

D. Student/Client Success: Clearly describe assessments, evaluations and reporting tools that are relevant to the technology, and appropriately measure student/client success. *Summarize your response in 1,800 characters or less (spaces included in the count).*

HOW TO APPLY

- Obtain and PDF the Letter of Support and Sustainability. *It must be signed by the technology center superintendent, explain how he or she intends to sustain the project's funding, and be printed on technology center letterhead.*
- Ensure you have completed the Proposal Details in this document. *Applicants should compare their responses to the Reviewer's Rubric and the information in the RFP before saving as a PDF or submitting it.*
 - A. **Technology Description:** Clearly and thoroughly details the technology requested, and project size, scope, and goals for implementation of this technology.
 - B. **Justification:** Clearly identify why this technology is being requested and how it fits in the program's long-term plan.
 - C. **Instructional Delivery:** Clearly define the mode of instructional delivery, potential to involve many students/clients in multiple age groups and demographics, and method of long-term project sustainability.
 - D. **Student/Client Success:** Clearly describe assessments, evaluations and reporting tools that are relevant to the technology, and appropriately measure student/client success.
- Complete the Budget Request worksheet. *Applicants should compare their responses to the Reviewer's Rubric and the information in the RFP before saving as a PDF or submitting it.*
- Combine completed proposal application into one PDFed document and in this order for submission:
 1. Letter of Support and Sustainability
 2. FY24 Technology Center Competitive Proposal Application (2023-2024)
 3. FY24 Technology Center Budget Request Form (2023-2024)
 4. Any additional requested documentation PDFed, such as a Letter of Matching Funds Support, a Letter of Shipping, Handling and Installation Support, and/or a supplemental vendor document that breaks down shipping, handling, and installation when it is included in a lump sum.
- E-mail completed proposal to tcslotterygrants@careertech.ok.gov by March 2, 2023.
- Check e-mail 24 hours after submitting proposal. Applicants should receive a verification e-mail response regarding agency receipt of proposal. Applicants that have not received an e-mail should contact Kim Downey at kim.downey@careertech.ok.gov as soon as possible.

SCORING INFORMATION

Proposal Section:	Maximum Number of Points:
A. Technology Description	6 Points
B. Justification	8 Points
C. Instructional Delivery	6 Points
D. Student/Client Success	6 Points
E. Budget	6 Points
F. Grammar and Punctuation	6 Points
G. Letter of Support & Sustainability	2 Points
<i>TOTAL Points Possible</i>	<i>40 Points</i>

- Grant award recipients (and their superintendent) will be notified after the May 18, 2023 CareerTech Board Meeting.
- Applicants not receiving grants (and their superintendent) will receive a letter that indicates their average score per proposal section and any reviewer comments inputted.