

**ACUERDOS BILATERALES/BILATERAL AGREEMENT/ACORDOS
BILATERAIS/ACCORDS BILATERAUX**

Clasificación:
Classification: 45-2021.

Classifacation:
Classificação:

Fecha de Ingreso:
Entry Date: August 7, 2021.
Date D'entrée:
Data de Admissão:

Nombre del Acuerdo:
Name of the Agreement: Cooperation agreement between the General
Secretariat of the Organization of American States
and the University of South Florida

Nom de L'accord:
Nome do Acordo:

Materia:
Subject: Establishment of a framework with respect to the
execution by USF of the project described in the Project
Proposal that forms an integral part of this Agreement as
Annex II, which shall be funded by ITEN's Seed Grant.
Specifically, USF shall conduct a series of weekly
videos on science demonstrations that teachers can use
in their classroom to promote inquiry.

Sujet:
Materia:

Partes:
Parties Involved: GS/ University of South Florida

Parties:
Partes:

Referencia:
Reference: University of South Florida

Référence:
Referência:

Fecha de Firma:
Signature Date: July 26, 2021
Date de la Signature:
Data de Assinatura:

Fecha de Inicio:
Start Date:
Date du Commencement:
Data de Início:

Fecha de Terminación:
End Date:
Date de Résiliation :
Data de Rescisão:

Lugar de Firma: Tampa, Florida; Washington, DC.
Place of Signature:
Lieu de la Signature:
Lugar de Assinatura:

Unidad Encargada:
Unit in Charge: Department of Human Development, Education
and Employment.
Unité Responsable:
Unidade Encarregada:

Persona Encargada:
Person in Charge:
Personne Responsable:
Pessoa Encarregada:

Cierre del Proceso:
Closure of Proceedings:
Clôture des Procédures:
Fechamento do Processo:

Notas Adicionales/Additional Notes/Notes Supplémentaires/Notas Adicionais:

**COOPERATION AGREEMENT
BETWEEN
THE GENERAL SECRETARIAT OF THE ORGANIZATION OF AMERICAN STATES
AND
THE UNIVERSITY OF SOUTH FLORIDA
FOR THE EXECUTION OF A SEED GRANT SPONSORED BY THE INTER-AMERICAN
TEACHER EDUCATION NETWORK (ITEN)**

THE PARTIES TO THIS COOPERATION AGREEMENT, the General Secretariat of the Organization of American States (hereinafter “GS/OAS”) a public international organization, with headquarters at 1889 F Street NW, Washington, DC, 20006, through its Department of Human Development, Education and Employment (hereinafter “DHDEE”) of the Executive Secretariat for Integral Development, represented by Ms. Kim Osborne, Executive Secretary for Integral Development, and the University of South Florida Board of Trustees for the University of South Florida (hereinafter “USF”), a public institution of Higher Education, located at 3702 Spectrum Blvd., Suite 165 Tampa, FL 33612 represented by Eric M. Kern, MBA, Director of Sponsored Research,

CONSIDERING:

That the Inter-American Teacher Education Network (hereinafter “ITEN”) is an initiative of DHDEE, whose mission is to contribute to the improvement of the quality of education in the Americas through the promotion of the exchange of knowledge, capacity-building, and technical assistance for teachers, ministries of education, and teacher formation centers within the Member States of the Organization of American States (hereinafter “OAS”);

That ITEN supports all of the objectives of the Inter-American Education Agenda (hereinafter “IEA”), available at https://www.oas.org/en/media_center/press_release.asp?sCodigo=E-007/17, adopted in 2017 by the Ministers of Education of the OAS Member States, that proposes to strengthen education in the region in the following three priority areas: (1) quality, inclusive, and equitable education; (2) strengthening of the teaching profession; and (3) comprehensive early childhood care, (see OEA/Ser.K/V.12.1, CIDI/RME/doc.6/17 rev. 1), and that ITEN received the mandate to specifically address the second pillar of the IEA;

That there is a need to improve teacher education in the teaching of science, technology, engineering, and mathematics (hereinafter “STEM”) in the region, and that the quality of teacher education in those areas should be integrated into a complete system that fosters collaborative problem-solving, the reason for which ITEN has created virtual tools and organizes in-person seminars that facilitate the exchange of ideas and strategies among professional specialists in STEM teacher education;

That one of the mechanisms used by ITEN for system change within and among educational systems are Seed Grants, funds awarded to ministries of education or other teacher education institutions that are committed to implementing changes in programs or policies in STEM teacher education that are derived from possible solutions developed within the ITEN community;

That USF has expressed its interest in executing a project funded by ITEN's Seed Grant within Jamaica and to share findings and achievements from said project with the ITEN community, and;

That the GS/OAS is the central permanent organ of the OAS and is authorized to carry out relations of cooperation in accordance with Article 112(h) of the Charter and OAS General Assembly Resolution AG/RES. 57 (I-O/71),

HAVE AGREED to enter into this Cooperation Agreement (hereinafter "Agreement"),

ARTICLE I PURPOSE

- 1.1 The purpose of this Agreement is to establish a regulatory framework with respect to the execution by USF of the project described in the Project Proposal that forms an integral part of this Agreement as Annex II, which shall be funded by ITEN's Seed Grant. Specifically, USF shall conduct a series of weekly videos on science demonstrations that teachers can use in their classroom to promote inquiry. The videos will be two parts in that one will focus on the experiment itself, while the second will be a teacher guide video. Furthermore, USF will be hosting two workshops, one at USF and another at Sam Sharpe University to help teachers learn how to integrate STEM in their classes and how to use the resources available to them (hereinafter the "Project").

ARTICLE II RESPONSIBILITIES OF THE GS/OAS

- 2.1 The GS/OAS shall provide to USF the sum of ten thousand United States Dollars (USD 10,000) (hereinafter the "Contribution") to be deposited to the account specified by the USF Director of Sponsored Research identified in Article 4.2 of this Agreement in the manner provided in the Disbursement Terms and Conditions, which forms an integral part of this Agreement as Annex I. The Work Plan and Budget contained in the Project Proposal, which forms an integral part of this Agreement as Annex II, shall express the amounts of the Contribution in the same currency in which the Contribution is made.
- 2.2 The Seed Grant Coordinator appointed by the GS/OAS pursuant to Article 4.1 shall coordinate with USF in all matters necessary for the optimal execution of the Project to achieve its vision and goals. For this purpose, the Seed Grant Coordinator shall communicate with the Project team at least monthly before the major events of the Project take place.

ARTICLE III RESPONSIBILITIES OF USF

- 3.1 USF shall be responsible for executing the Project with the Contribution received from the GS/OAS pursuant to Article 2.1 of this Agreement, and in accordance with the Project Proposal and the timelines set forth therein.
- 3.2 USF shall administer this Agreement in accordance with its norms and procedures. USF will maintain financial records of all expenditures of funds provided under this Agreement in accordance with its usual accounting practices. The GS/OAS reserves the right to audit all such financial records, which must be maintained for at least 6 years after the final disbursement of funds.
- 3.3 USF will provide monthly updates to the Seed Grant Coordinator, indicated in Article 4.1, regarding the execution of the main Project activities which are described in the Project Proposal.
- 3.4 USF will provide a technical-financial report within thirty (30) days of the expiration or termination of this Agreement, in accordance with Articles 9.4 and 9.5, including a brief description of activities, primary outcomes (considering the results and products described in the Project Proposal), lessons learned, a follow-up action plan, and an evaluation and recommendations for improvement.
- 3.5 USF will publicly share what was developed during the execution of the Project, in the manner determined by the GS/OAS, which could be through the presentation of the outcomes at an ITEN Annual Seminar (such as a plenary presentation, poster, or round-table discussion), contribution to an ITEN Annual Report, or through leading a public webinar hosted by ITEN.
- 3.6 USF will complete a follow up survey with the Seed Grant Coordinator approximately twelve (12) months after the expiration or termination of this Agreement.
- 3.7 USF shall reimburse the GS/OAS the full amount of the Contribution received from the GS/OAS pursuant to Article 2.1 of the present Agreement should it fail to execute the Project in accordance with the Project Proposal, this Agreement and its Annexes. The reimbursement shall be carried out by means of a bank transfer or a deposit to the bank account indicated by the Seed Grant Coordinator identified in Article 4.1 of this Agreement and in accordance with the provisions of Section C of Annex I.
- 3.8 USF accepts that any reduction in the financial resources of the Contribution with respect to the budget in Annex II of this Agreement, arising as a consequence from a devaluation of the currency in which the Contribution is made shall be covered directly by USF.
- 3.9 USF warrants that neither it, its parent entities nor subsidiaries or affiliated entities (if any) is engaged in any practice inconsistent with international human rights laws and standards that prevent child labor, sexual exploitation and trafficking in human beings. USF shall take all appropriate measures to prevent its personnel from engaging in sexual exploitation, child labor and trafficking in human beings.

ARTICLE IV COORDINATION AND NOTICE

- 4.1 Within the GS/OAS, the dependency responsible for coordinating GS/OAS activities under this Agreement is the DHDEE and the Seed Grant Coordinator is Ms. Rebecca Vieyra, ITEN Specialist. Notifications and communications should be directed to the Seed Grant Coordinator at the following street address and electronic mail:

The General Secretariat of the Organization of American States
Rebecca Vieyra
ITEN Specialist
Department of Human Development, Education and Employment
1889 F Street, N.W.
Washington, D.C. 20006
United States of America
Tel: +1 202 370 4708
Electronic Mail: RVieyra@oas.org

- 4.2 The party within USF responsible for coordinating the activities under this Agreement is David Rosengrant, Associate Professor of STEM Education, Principal Investigator. Notifications and communications should be directed to the USF Principal Investigator and the Authorized Official for USF, Director of Sponsored Research at the following street address, and electronic mail:

Principal Investigator:
University of South Florida
David Rosengrant
Associate Professor of STEM Education
Department of Curriculum, Instruction and Learning
140 7th Ave S, Heller Hall 215
St. Petersburg, FL 33701
Tel: 727-873-4644
Electronic Mail: rosengrant@usf.edu

Authorized Official:
University of South Florida
Eric M. Kern, MBA
Director, Sponsored Research
3702 Spectrum Blvd., Suite 165
Tampa, FL 33612
Electronic Mail: rsch-awards@usf.edu

- 4.3 All communications and notifications under this Agreement will be validly made only when they are sent by mail or electronic mail and addressed to the Coordinators whose names are set out by the Parties to the addresses indicated in Articles 4.1 and 4.2 of this Agreement. When communications and notifications are transmitted by e-mail, they shall be valid as long as they are made directly from the e-mail address of the Coordinator of one Party to the e-mail address of the Coordinator of the other Party.
- 4.4 Either Party may change the responsible unit, the designated Coordinator, the indicated address, telephone, or email, by notifying the other Party in writing.

ARTICLE V CIVIL RESPONSIBILITY

- 5.1 USF assumes all risk of, and agrees to hold GS/OAS and its staff members harmless from, personal injury and property damage attributable to the negligent acts or omissions of USF and the officers, employees, agents, or servants thereof while acting within the scope of their employment by USF. To all such claims, the limits provided in Article 5.2 apply. In no event, however, shall the GS/OAS be made responsible for any such claims alleging damages that surpass the maximum amounts allowed per USF's sovereign immunity.
- 5.2 Pursuant to USF's sovereign immunity, as described in Article 7.2 of this Agreement, in all incidents of civil responsibility, as described in Article 5.1, the following limits of liability apply to USF: a claim or judgement by any one person up to \$200,000 or any claim or judgment, or portions thereof, which, when totaled with all other claims or judgments paid by the State of Florida or its agencies or subdivisions arising out of the same incident or occurrence add up to \$300,000.

ARTICLE VI INTELLECTUAL PROPERTY

- 6.1. The use of the OAS logo by USF, regardless its purpose, shall be previously authorized in writing by the GS/OAS. The GS/OAS shall have the right to revoke the permission of such use at any time.
- 6.2. The GS/OAS shall have intellectual proprietary rights, including copyright or patent, over all work produced solely by GS/OAS under this Agreement. USF shall own intellectual proprietary rights, including copyright or patent, over all work produced solely by USF under this Agreement. GS/OAS and USF shall jointly own intellectual proprietary rights, including copyright or patent, over all work produced jointly by GS/OAS and USF. USF grants GS/OAS a royalty-free, non-exclusive, non-sublicensable license to USF's rights in intellectual property developed under this Agreement for GS/OAS's non-commercial use.

ARTICLE VII
PRIVILEGES AND IMMUNITIES

- 7.1 Nothing in this Agreement constitutes an express or implied waiver of the privileges and immunities of the OAS or the GS/OAS, their personnel and their assets, pursuant to the OAS Charter, whose instrument of ratification was deposited by the Government of the United States of America on June 19, 1951; the Headquarters Agreement between the OAS and the Government of the United States of America, signed on May 14, 1992; and any relevant agreements, applicable national law, and the general principles and practices of international law.
- 7.2 USF is afforded sovereign immunity as a stage agency or subdivision of the State of Florida. GS/OAS acknowledges that nothing contained in this Agreement will be construed or interpreted as the consent of USF or the State of Florida, including, its agents, agencies, or subdivisions to be sued except as provided for in this section or a waiver of sovereign immunity by USF or the State of Florida, including, its agents, agencies, or subdivisions beyond that provided in § 768.28, Florida Statutes.

ARTICLE VIII
DISPUTE RESOLUTION

- 8.1 Any dispute or complaint that may arise in conjunction with the application or interpretation of this Agreement, or the execution of the Project, shall be settled by direct negotiations between the Parties. If the Parties are unable to reach a mutually satisfactory solution, they shall submit their differences to arbitration pursuant to the Arbitration Rules of the United Nations Commission on International Trade Law (“UNCITRAL”) currently in effect. The number of arbitrators shall be one. The Parties shall confer and agree on the appointment of the single arbitrator. The language to be used in the proceedings shall be English. The arbitrator’s decision shall be final, binding and not subject to appeal.

ARTICLE IX
GENERAL PROVISIONS

- 9.1 The Parties agree to observe the highest ethical standards and administrative transparency in all actions and activities related to this Agreement. In addition, the GS/OAS, to the extent applicable and without prejudice to its privileges and immunities referred to in Article VII, and USF agree to comply with the provisions of the Inter-American Convention Against Corruption and with the applicable norms of the country in which the Project is executed. Failure to comply with this provision shall constitute grounds for anticipatory termination of this Agreement, pursuant to Article 9.5.
- 9.2 Nothing in this Agreement shall be construed as creating between the Parties employment or commercial relations of any kind, nor does the GS/OAS assume any civil, contractual or non-contractual liability in connection with this Agreement and the activities carried out hereunder.

The GS/OAS is not responsible for providing social security, workmen's compensation, health, accident and life insurance, vacation leave, sick leave, or any other such emoluments for USF and its employees under this Agreement. USF is solely responsible for providing those benefits, and the Parties have agreed upon the Contribution hereunder to enable USF to satisfy that responsibility. USF does not legally represent the GS/OAS, it shall not hold itself out as having such powers of representation, and shall not sign commitments binding the GS/OAS.

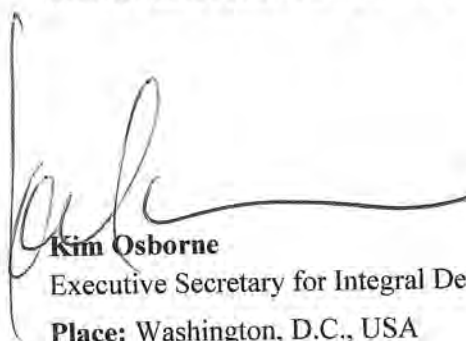
- 9.3 Modifications to this Agreement may only be made by mutual agreement in writing by the duly authorized representatives of the Parties. The instruments in which the modifications are set out shall be attached as annexes to this Agreement and shall form part hereof.
- 9.4 This Agreement shall enter into force upon signature by the duly authorized representatives of the Parties and shall remain in force throughout the execution of this Project until the **31st day of December of 2021**. However, the Parties may extend the duration of this Agreement by mutual written consent expressed by their duly authorized representatives.
- 9.5 This Agreement may be terminated by mutual consent or by either of the Parties by written notice from one to the other with not less than thirty (30) days' notice. Notwithstanding the termination of this Agreement, the activities planned that have been duly financed shall be continued to completion, unless the Parties mutually decide otherwise. Termination shall not give any right to compensation, and USF shall reimburse within thirty (30) days all unspent funds to the GS/OAS upon termination.
- 9.6 Articles V, VI, VII, VIII, and 9.2 shall survive the expiry or the termination of this Agreement.

IN WITNESS WHEREOF, the undersigned, being duly authorized, have signed this Agreement in on the date and at the place indicated below:

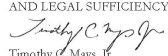
**FOR UNIVERSITY OF SOUTH FLORIDA
BOARD OF TRUSTEES:**

Eric M. Kern, MBA
Director of Sponsored Research
Place: Tampa, Florida, USA
Date:

**FOR THE GENERAL SECRETARIAT OF THE
ORGANIZATION OF AMERICAN STATES:**



Kim Osborne
Executive Secretary for Integral Development (SEDI)
Place: Washington, D.C., USA
Date: 2021-07-15

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

Timothy G. Mays, Jr.
USF ATTORNEY

SEED GRANT COOPERATION AGREEMENT
ANNEX I: DISBURSEMENT TERMS AND CONDITIONS

This Annex establishes the terms and conditions under which the ITEN Seed Grant will be disbursed by the **General Secretariat of the Organization of American States** (hereinafter “GS/OAS”), to the **University of South Florida**, (hereinafter “USF”).

Funds will be disbursed in two (2) installments under the following conditions:

A) First installment

- i. The first installment shall be disbursed within thirty (30) days of proper receipt by the GS/OAS of the following documents:
 - a. Fully executed electronic copy of the Cooperation Agreement between the GS/OAS and the USF (The Agreement) and Annex I;
 - b. Invoice in institutional letterhead addressed to the Department of Human Development, Education and Employment (DHDEE), and the Coordinator identified in Article 4.1 of the Agreement;
 - c. Vendor Form;
 - d. Bank Verification Documents;
 - e. Tax Registration Documents.
- ii. The first installment will represent 50% of the total Contribution amount of USD 10,000.00 to be contributed by the GS/OAS; and
- iii. The first installment will be deposited by the GS/OAS in the bank account provided by USF.

B) Second and final installment

- i. The second installment shall be deposited by the GS/OAS within thirty (30) days of final approval of proofs presented by USF described in paragraph (B)(ii) of this Annex and an invoice in institutional letterhead addressed to the DHDEE, and the Coordinator identified in Article 4.1 of the Agreement.
- ii. The second installment shall be disbursed by the GS/OAS to USF upon satisfactory presentation of the following documents, as stated in the Project Work Plan and Budget of the Project Proposal and contained within Annex II of this Agreement:
 - a. Quote or invoice from vendors or service providers for all expenses in excess of USD 500.00, which are directly related to the Project, as per Work Plan and Budget of the Proposal;

- b. A detailed report on the status of the execution of the Project activities to date, as detailed in the Project Proposal. The report must include, but is not limited to, the following items:
 - 1. Description of all activities and products executed up to date when the request for second installment is submitted;
 - 2. Any challenges or obstacles impacting the execution of the project;
 - 3. Mitigation strategies for addressing the above-described challenges and obstacles;
 - 4. Any scripts, designs or plans related to the creation of any audiovisual product;
 - 5. Audiovisual evidence, such as photos, videos, or screenshots taken of the execution of the main activities of products.
- iii. The second installment will represent the remaining 50% of the total amount to be funded by the GS/OAS.
- iv. The second installment will be deposited by the GS/OAS in the bank account provided by USF.

C) Execution and Final Product:

- i. If the GS/OAS determines that the execution of the Project and the delivery of its final products do not follow the plan and goals stated in this Agreement and its Annexes, USF shall return to the GS/OAS the full amount of the Contribution within thirty (30) days of receiving notice from the GS/OAS, and according to instructions provided by the Organization;
- ii. In the event that the Agreement is terminated per Article 9.5 of the Agreement, by mutual consent or by written thirty (30) days' notice from one Party to the other, USF shall return the amount of funds agreed by the Parties, within thirty (30) days of reaching consent or receiving/issuing notice, in accordance with instructions provided by the GS/OAS; and
- iii. If funds must be returned, in full or in part, per the terms of the Agreement, and USF fails to return such funds, then USF may be prevented from participating in future ITEN and/or OAS related activities.

ITEN Seed Grant Application Form

Dear Applicant,

To apply for an ITEN Seed Grant, please read the following instructions carefully before starting your application. Complete this application form and submit it along with the required documents. Applications will be reviewed on a rolling basis from 1 March to 1 May 2021, or until all funds have been awarded.

INSTRUCTIONS:

STEP 1: Review questions on this form and the required supporting documents.

STEP 2: Draft your answers to the questions in this form on a separate file. Download Project Work Plan & Budget and Logic Model templates and complete them as necessary. Save all files to your computer.

STEP 3: Fill out this form with previously drafted answers and upload Project Work Plan & Budget and Logic Model.

STEP 4: Review your answers, ensure supporting documents were properly uploaded and SUBMIT. Once form is submitted it can no longer be changed. ITEN will only consider one application per institution.

REQUIRED SUPPORTING DOCUMENTS:

a. PROJECT WORK PLAN & BUDGET – Click on this link [shorturl.at/sylJQ] for template, download file as an Excel spreadsheet, save to your computer, and upload the completed document under section titled "Project Work Plan & Budget" of this application. Project activities should begin no earlier than 1 May 2021 and end no later than 31 December 2021.

b. LOGIC MODEL - Click on this link [shorturl.at/bdpAQ] for template, download file as a Word file, save to your computer, and upload the completed document under section titled "Logic Model" of this application.

--> --> NOTE: If your application for a Seed Grant is awarded, you will be required to submit a draft Cooperation Agreement and financial documents to ITEN within 5 business days following reception of the award letter. Failure to do so may result in termination of the award. Please refer to Call for Proposal [shorturl.at/jENR6] for a list of required documents, download templates and where to submit them. <-- <--

Deadline for submitting this application is May 1st, 2021.

If you have any questions or concerns regarding the application process, contact ITEN Grants & Events Coordinator Patricia Moraes, at pmoraes@oas.org with the subject line: QUESTIONS – ITEN SEED GRANT APPLICATION.

Best of luck,
The ITEN Team

COUNTRY: Country where institution is located *

United States

INSTITUTION: Please provide the name of the applying institution, official address and a brief description of the institution: mission, main stakeholders (teachers, students, policy makers, etc.), and primary activities. *

University of South Florida. Specifically, I am on the St. Petersburg campus but we are consolidated as one university.

University of South Florida
4202 E. Fowler Avenue
Tampa, FL 33620, USA
813-974-2011

USF is a public institution and one of three pre-eminent universities in the state of Florida. The campus serves more than 50,000 students pursuing multiple different types of degrees. As a public metropolitan research university, USF, in partnership with our communities, serves the people of Florida, the nation, and the world by fostering intellectual inquiry and outcomes that positively shape the future - regionally, nationally and globally.

CONTACT INFORMATION OF INSTITUTIONAL REPRESENTATIVE RESPONSIBLE FOR THIS APPLICATION: Name, Title, and E-mail Address of Institution Representative responsible for this application *

John Johnson, Associate Director USF Research & Innovation, jtj2@usf.edu

PARTICIPANTS AND PARTNERS: Briefly identify persons and/or partners by name, title, and role on the project for anyone who will be involved in the execution of this project. *

Jessica Strauss, Mathematics Teacher at Hillsborough Public Schools (USF team). Jessica will assist with video production and running the workshops at both locations.

We will be working with Dianne Bowen at Sam Sharpe College in Jamaica and her colleague Dian Clark though they will not be receiving direct support from this project as they will be submitting their own.

SEED GRANT PROJECT PROPOSAL

All questions in this section refer to the project proposal to be financed by the ITEN Seed Grant. If this proposal seeks to finance a portion of a larger project that is receiving financing from other institutions, please indicate so on your application and identify which activities will be financed by the Seed Grant directly and why additional funding is required.

PROPOSAL SUMMARY: Provide a brief summary of your Seed Grant project proposal, including the problem it aims to address, activities to be executed, intended outcomes and potential partners (500 characters max). *

Our goal is to conduct a series of weekly videos on science demonstrations teachers can use in their classroom to promote inquiry. However, the videos will be two part in that one will focus on the experiment itself while the second will be a teacher guide video. Furthermore, we will be hosting two workshops, one at USF and another at Sam Sharpe University to help teachers learn how to integrate STEM in their classes and how to use the resources available to them.

PROBLEM STATEMENT: What problem or issue in STEM teacher education does this project propose to solve for the participating institutions? (500 characters max) *

Many STEM educators lack confidence in their abilities to teach STEM in their classroom. This is usually due to lack of training in pedagogy or content knowledge. The inability to know what resources are available and how to use them is also a problem. This leads to retention issues in addition to recruitment challenges. Our goal is to help educators learn how to use our resources while informing them of various research proven strategies to help them become better teachers.

PROPOSED SOLUTION: How does this project aim to solve the problem stated above? Outline main goals (500 characters max) *

Many videos already created for teachers simply show a demonstration that can be used in the classroom. However, with our videos in pairs, one would be directed to the teacher in an instructional format so that they can incorporate the activities into an inquiry based structure and not just another "neat demonstration." The workshops would then provide us the opportunity to work with teachers to help them learn about various strategies and how it can be implemented into the classroom as a whole.

TEACHER PERSPECTIVE: How does the proposed solution incorporate the perspectives of Teacher Educators and Classroom Teacher? *

After developing the initial set of videos we will forward them to teachers in the Tampa Bay region. These teachers will be colleagues of Ms. Strauss as well as former students, current graduate students, and former attendees of Dr. Rosengrant's previous professional development. This will provide a strong base of feedback for what the teachers are finding beneficial in the videos, how they could be implemented in the classroom more effectively and what they would like to see in future videos.

ACTIVITIES: Briefly summarize proposed activities required to achieve proposed solution.

NOTE: All activities must be concluded by Dec 31st, 2021. (500 characters max) *

We will create, in partnership with Sam Sharpe University 20 sets of videos which includes a video for the teachers and a video for the demonstration itself. They will be released once per week between August and December. We will also conduct two workshops with 30 teachers at each workshop. One will be in Jamaica at Sam Sharpe University and one will be at USF in the Tampa Bay. We plan to hold the workshops in October. Each workshop will be a half day event. However, we will follow up with participants as an ongoing mentoring process.

OUTCOMES: What are the concrete outcomes or products this project intends to produce by December 31, 2021? (500 characters max) *

We will have a set of 20 videos that will be used as enhancements to our website: <https://sites.google.com/view/steminquirydatabase/home>. We will create a youtube channel specific for this grant to host them. By doing this we can continue on after December. We will advertise to national science groups which can increase the number of subscriptions, thus greater impact. There will also be two in person workshops provided which we will evaluate and a follow up with each participant.

MEASURING FOR SUCCESS: What measurement or metric will you use to determine if your Seed Grant has achieved its objective? (500 characters max) *

To measure the success of the workshops, we will first conduct an evaluation of them. We will then reach out to participants about one month after the workshop to determine if they are using any strategies or resources in their classrooms. To measure the effectiveness of the videos, we will reach out to multiple educators as we develop them to garner feedback. We will also look at the number of likes compared to dislikes as shown on Youtube.

LONG TERM IMPACT: Explain how achieving the objectives and outcomes of this proposal will have a sustained impact over time for the participating institutions and their main stakeholders. (500 characters max) *

Naturally, any knowledge teachers gained from the workshop will allow them to enhance their teaching over the life of their career. They will also be able to continually refer back to the resource website created for additional ideas. However, the videos will be designed to be educational for teachers and since they will be virtual any teacher from around the world can access them. The videos will be able to consistently help future generations of educators.

ADDITIONAL INFORMATION: Is there any additional information about this Seed Grant proposal that you would like the reviewers to know? *

Though this is our second year in the program, we did not request funding last year because of not knowing how the project will work and issues related to Covid we were not sure if we would be able to effectively use the funds as they were intended. Now, having a much stronger foundation of knowledge, we will be able to fully implement our project while best utilizing our award if funded.

SHARE OUT: Please explain how you plan to share-out outcome and learnings from this project with the network. Please refer to the Call for Proposals for examples. (500 characters max) *

The initial video release will work in conjunction with the Universities' marketing program to share in their virtual platforms. We will also send a notice with mailings to our alumni about the video series. To increase national exposure as well to share the success of the project, we will present at future conferences such as National Science Teachers Association.

REQUIRED SUPPORTING DOCUMENTS

Applicants must submit a Work Plan & Budget and Logic Model as part of their application using the respective templates provided by ITEN. Templates can be accessed through the links above. Please complete documents and upload files below.

PROJECT WORK PLAN & BUDGET: Upload a completed Project Work Plan & Budget using the ITEN template, which can be found by accessing the link: [shorturl.at/syIJO] *

 USF Project Wor...

LOGIC MODEL: Upload a completed Logic Model using the ITEN template, which can be found by accessing the link: [shorturl.at/uvM26] *

 USF Logic Model...

ADDITIONAL DOCUMENTS: Use this section to upload any supporting document that may strengthen your application

This content is neither created nor endorsed by Google.

Google Forms

Logic Model

<p>PROBLEM STATEMENT: What is the problem that your team is trying to solve?</p> <p>Many STEM educators lack confidence in their abilities to teach STEM. This lack of confidence derives from lack of training (no specific training in pedagogical content knowledge or the correct content for which they are teaching) or knowing how to find and use research based resources.</p>	<p>OBJECTIVE(s): What is your rationale? How will achieving your goal help to solve the problem you have identified? Objectives should be specific and measurable levels of achievement that may change with time.</p> <p>Many educators have difficulty implementing inquiry based activities that are grounded in research proven strategies.</p> <p>We will have 50 subscribers to the channel by the end of the project.</p> <p>Participants will use at least one resource from their PD and report back on how they used it in their classroom.</p> <p>All videos will have likes out rank dislikes by at least a 2 to 1 margin.</p> <p>Participants in workshop will have a minimum rating of useful (1= not useful, 2= useful, 3= very useful)</p> <p>At least 50 % of participants in virtual discussions will indicate a feeling of greater confidence to teach science/particular concept(s)</p> <p>GOAL(s):</p> <p>We will conduct two workshops on how to effectively use inquiry in the classroom.</p> <p>We will create a series of 20 videos that not only show low cost demonstrations but teach educators how to use them in the classroom.</p>
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Internal Process			External Results	
Resources <i>(What you need)</i>	Activities <i>(What you do)</i>	6-months <i>(What your Team produces)</i>	1 year <i>(Further actionable products)</i>	3-5 years <i>(Impact)</i>
<p>Video Equipment – See Budget. We are buying so that we can continue to make videos once the project is over.</p> <p>Teaching Supplies – We will need to determine what supplies we already have and what we need to purchase.</p> <p>Computers – We need to ensure that our devices (laptop or desktop) are able to run the editing software we will be using and will be able to be used moving forward upon project completion.</p> <p>Editing Software – Current videos created are one shot videos, however the software will allow us to edit and create more professional videos.</p> <p>Supplies for Professional Development – Once we decide on the activities we will purchase equipment for the teachers to take home and implement immediately in their classrooms.</p> <p>Travel funds for the USF team to travel to Sam Sharpe University to conduct a workshop there.</p>	<p>Create 20 Videos over the duration of the project that will be released weekly.</p> <p>Conduct workshops – total of 2 in person workshops (if Covid prevents this we can turn it into virtual ones) that will be aimed for teachers in the Tampa Bay Region and in Jamaica. Our goal is to educate teachers about different forms of inquiry and how to implement it into the classroom while integrating STEM as a whole. The goal would be to conduct them in October.</p> <p>Conduct follow up mentoring activities – We will communicate via email with our participants to investigate how they were able to implement any activities learned in their classroom.</p>	<p>20 videos to aid teachers and students understanding of concepts which we will believe will increase effectiveness of STEM teachers (this will be done in conjunction with Sam Sharpe University).</p> <p>2 workshops (1 at USF, 1 at Sam Sharp University).</p>	<p>Presentation at National Conference.</p> <p>Continued follow up with attendees.</p> <p>Collaborate with other groups to promote their videos and have them do the same.</p> <p>We will also implement this work into our classroom curriculums to promote the program longevity. This includes methods courses at the university level which trains future teachers.</p>	<p>Presentation at National Conference.</p> <p>We expect to continually use the provided resources and videos to enhance their teaching.</p>



ITEN Seed Grants

Project Work Plan and Budget

APPLYING INSTITUTION NAME: USF

PROJECT TITLE: Integrating STEM for Educators

EXPECTED PROJECT START DATE: June 1st, 2021

EXPECTED PROJECT END DATE: December 17th, 2021

Project Work Plan and Budget							
Expense	Activity related to expense	Activity Timeline/ Due Date	Person Responsible	Total Estimated Cost	Amount Requested to ITEN/OAS (max. US\$ 10,000)	In-Cash or In- Kind Contribution by Participating Institutions	Additional Notes
Video Editing Software*	This will be used to edit the videos we make so that they are professional level. 1 for David, 1 for Jessica	August, 1st	David	\$ 590.00	\$ 590.00	-	*Links for the equipment / materials are found below. Once the equipment is purchased our goal is to release one video per week from August through December. The videos will come in a paired set. One will be for the demonstration itself, one will be aimed at the educators which talks to them about how to use the content / demonstration in their classroom.
Laptop*	The computer will be used to edit the videos and build the website. 1 for David and 1 for Jessica. This will allow for editing to be completed separate from the video shoots. A sample laptop is provided in the link.			\$ 1,800.00	\$ 1,800.00	-	
Camcorder*	The camcorder will be used to video tape professional grade instructional videos. 1 for David. We are purchasing one instead of renting so that once the program is over we can continue making professional videos.	August, 1st	David	\$ 1,500.00	\$ 1,500.00	-	
Lighting*	3 Lume Cube Mini which will aid in proper lighting.	August, 1st	David	\$ 180.00	\$ 180.00	-	
Travel	One of the workshops will be at Sam Sharpe College in Jamaica. Both Jessica and David will attend. Airfare is approximated at \$600 per flight, 4 nights of lodging at \$100 per night, 4 days of meals at \$72 a day, and incidentals of \$100 (i.e. mileage, parking). Total per person is \$1,388 for a total of \$2,776.			\$ 2,776.00	\$ 2,776.00	-	
Video Materials	This is for supplies that we will need to purchase that we do not currently own.	October	David	\$ 154.00	\$ 154.00	-	
Workshop Supplies	We expect a total of 60 teachers to participate in the two workshops. Each teacher will receive \$50 in supplies / gift cards as incentive.	August, 1st	David	\$ 3,000.00	\$ 3,000.00	-	
		October	David	\$ -	\$ -	-	
				\$ -	\$ -	-	
				\$ -	\$ -	-	
SUBTOTAL				\$ 10,000.00	\$ 10,000.00	-	
GRAND TOTAL				\$10,000.00	\$ 10,000.00	-	If cell B82 (amount requested to ITEN/OAS) becomes red, please revise budget proposal and grant requested. This amount should not be greater than USD 10,000.00.

Video Editing Software

Laptop

Camcorder

Lighting

https://www.bhphotovideo.com/c/product/1634982-REG_blackmagic_design_dv_resistiv_ss_bun_davinci_resolve_17_studio.html?overview

https://www.bhphotovideo.com/c/product/1623450-REG Lenovo_15_6_ideaPad_5.html?cid=35802

https://www.bhphotovideo.com/c/product/1470022-REG Canon_3606c002_xa40_professional_vlog_4k.html

https://www.bhphotovideo.com/c/product/1566633-REG Lume_cube_lc_panelmini1_panel_mini.html

USF Annex to Project Work Plan & Budget: Travel Contingency Plan

University of South Florida

David Rosengrant & Jessica Strauss

May 14th, 2021

Integrating STEM for Educators

This this document is a supplement to the ITEN Seed Grant proposal we submitted for the 2021 cycle. In that proposal, we outlined two main goals: first we were to develop a series of videos that not only show STEM demonstrations and content but to pair that with another video aimed towards educators to help them learn how to use that demonstration effectively in an inquiry based classroom. The second part of this project involved a pair of workshops to help educators in both countries have hands on experiences with experts in the field on how to promote inquiry and integrate STEM. If it is not possible for us to travel to Sam Sharpe University in Jamaica to accomplish the second workshop then we are making the following modifications that still align with our current project.

First, we will still hold the workshop at USF. Since 60 participants were scheduled in person between the two locations, we were planning with just 30 in person at USF. We will still have those 30 but we increased the level of supplies (\$50 to \$150 per person) they would receive and we added a small amount for food for them that day. The STEM Inquiry lab is outfitted with Microsoft Hubs what would allow for us to hold a remote workshop in conjunction with Sam Sharpe University for those that would like to attend. Support for supplies for those participants would primarily come from Sam Sharpe University but we may use some of these funds to support them if necessary.

Second, we are revising some of the fields for the equipment needed to create the videos. This involves a better lighting system as well as a Lavalier system to enhance the quality of sound we would record. We also slightly increased the computer line to ensure we have equipment that will last and be able to handle the editing software. We reached out to a marketing company that produces videos to receive expert advice to ensure we have the proper materials. As a result we went with a slightly less expensive software program that will suit our needs which also allowed us to enhance other areas.

Finally, we added a small amount to our supplies categories for items for the videos if we do not purchase them as well as unforeseen expenses such as cables, case for the camera, or extra battery.



ITEN Seed Grants

CONTINGENCY Project Work Plan and Budget

APPLYING INSTITUTION NAME: USF

PROJECT TITLE: Integrating STEM for Educators

EXPECTED PROJECT START DATE: June 1st, 2021

EXPECTED PROJECT END DATE: December 17th, 2021

Project Work Plan and Budget							
Expense	Activity related to expense	Activity Timeline/ Due Date	Person Responsible	Total Estimated Cost	Amount Requested to ITEN/OAS (max. US\$ 10,000)	In-Cash or In- Kind Contribution by Participating Institutions	Additional Notes
Video Editing Software*	This will be used to edit the videos we make so that they are professional level. 1 for David, 1 for Jessica	August, 1st	David & Jessica	\$ 200.00	\$ 200.00	\$ -	*Links for the equipment / materials are found below. Once the equipment is purchased our goal is to release one video per week from August through December. The videos will come in a paired set. One will be for the demonstration itself, one will be aimed at the educators which talks to them about how to use the content / demonstration in their classroom. Items in Red are contingency in case travel is not allowed to Sam Sharpe Univ. Some items (like laptop desktop or supplies for participants) had modifications to price.
Laptop*	The laptop/desktop will be used to edit the videos and build the website. 1 for David and 1 for Jessica. This will allow for editing to be completed separate from the video shoots. A sample laptop is provided in the link.	August, 1st	David & Jessica	\$ 2,300.00	\$ 2,300.00	\$ -	
Camcorder*	The camcorder will be used to video tape professional grade instructional videos. 1 for David. We are purchasing one instead of renting so that once the program is over we can continue making professional videos.	August, 1st	David	\$ 1,500.00	\$ 1,500.00	\$ -	
Lighting	This will cover a lighting package to provide a better and more professional looking video.	August, 1st	David	\$ 350.00	\$ 350.00	\$ -	
Video Materials	This is for supplies that we will need to purchase that we do not currently own.	August, 1st	David	\$ 225.00	\$ 225.00	\$ -	
Workshop Supplies	We expect a total of 30 teachers to participate in the one workshop. Each teacher will receive \$150 in supplies / gift cards as incentive.	October	David	\$ 4,500.00	\$ 4,500.00	\$ -	
Workshop Meal	We will purchase a meal for participants and presenters. 35 meals at \$15 each.	October	David	\$ 525.00	\$ 525.00	\$ -	
Lavalier system*	The lavalier system will allow for better quality of sound recordings.	August, 1st	David	\$ 400.00	\$ 400.00	\$ -	
				\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
SUBTOTAL				\$ 10,000.00	\$ 10,000.00	\$ -	If cell B82 (amount requested to ITEN/OAS) becomes red, please revise budget proposal and grant requested. This amount should not be greater than USD 10,000.00.
GRAND TOTAL				\$ 10,000.00	\$ 10,000.00	\$ -	

Video Editing Software <https://www.bhphotovideo.com/site/Adobe-Photoshop-Elements-2021-mac-windows/6424570.6?skid=6424570>
Laptop https://www.bhphotovideo.com/c/product/1626180-REG/lenovo_15_6_ideapad_5.html?cid=35802
Camcorder https://www.bhphotovideo.com/c/product/170022-REG/canon_360cd002_xa40_professional_vr4k.html
Lighting https://www.bhphotovideo.com/c/product/1609875-REG/qtooth_s60w_kit_sl_60_2x_led_video.html
Lavalier System https://www.bhphotovideo.com/c/product/1115091-REG/rode_mic_rodnhk_fm_rodnhk_wireless_film-maker_kit.html