Sponsored by the **International Council on Systems Engineering (INCOSE)**, San Diego Chapter and the INCOSE Foundation.

The San Diego Chapter and Foundation of INCOSE, and individual contributors are again this year sponsoring awards to San Diego County area, Science, Technology, Engineering, and Math (STEM) teachers ranging from $400 - $1100 for classroom or extended education (after school) programs to fund STEM-related activities that will excite students and encourage them to consider careers in science, engineering, math, or other technology-related areas.

**These awards** may be used to start up a new STEM-related activity or program or expand an established STEM activity or program. Activities funded might include (but are not limited to):

* **Equipment** for students (e.g., tablets, science lab equipment, robotics kits, software)
* **Building materials** to construct models or other experimental teaching aids in physics or other sciences
* **Teaching materials** to improve the way STEM courses are taught to better motivate STEM learning
* Support for **science/engineering competitions** (e.g., science fairs, robotics competitions)

In order to be considered for one of our 2023 awards, please submit a **1-2 page proposal** in Microsoft Word format (not to exceed two pages) using the form below to Evelyn Encarnacion, ([evelynwfan@gmail.com](mailto:evelynwfan@gmail.com)), San Diego INCOSE STEM Grant Coordinator, by **November 10, 2023**.

Proposals will be evaluated and awards determined based on the following criteria:

* **Potential impact** and motivation for students
* Ability of school/teacher to use the award for the proposed **activity in** **2023/2024 academic year**
* **Level of involvement of the teacher** in creating and executing the proposed activity
* **Quality and specificity of the submitted proposal**
* **Requirement & Requirements Elicitation method: Please see attached page for description**

PLEASE NOTE - If you received an award last year, you are welcome to apply again this year. However, if you have received an award for the last two years, please forward this request for proposals to another teacher to allow them to participate. We will not make an award to one teacher for 3 consecutive years. To be fair to all applicants, we will also be awarding only 1 award per school.

**Awards will be announced by Dec 23, 2023** so that the classroom teacher can use the award starting in early 2023.

**Expectations of awardees** who receive awards of $500 or more:

* **Prepare and deliver to INCOSE a one-page progress report by April 30, 2024** describing what was done with the money and how it has supported better STEM teaching and greater motivation of students in learning STEM. These reports are presented to our financial sponsors to show them how their money was used and to encourage them to continue their support of this STEM Teacher Grant program.
* **Provide a visual format** (e.g., photographs, poster board, photo board, presentation display, video or other medium) depicting your use of the STEM funds that we can display at future events to show everyone how their donations helped further STEM education in San Diego. Some teachers may be requested to attend a STEM event and talk about their STEM activities that were supported by the INCOSE award (this is, of course, voluntary).

**Thank you** for the work you do to educate and motivate our children to learn STEM subjects and to inspire them toward STEM careers! INCOSE wants to help you in this important work. We therefore look forward to receiving proposals from you!

Eligibility

* You must be a teacher, administrator, or instructional aide at a public, charter, or private school in San Diego County that serves children from 4th to 12th grade.

# You must be able to apply the funds within calendar year 2023-2024.

* You must be involved in a STEM-related class or activity open to students.
* You must be willing to provide a brief status report on how the funds were spent and what affects it had on the students’ STEM experience as described above.
* You must submit a proposal as provided below. Please fill out the form **completely,** including email & school addresses, as requested in the form.

Request for San Diego INCOSE STEM Funds

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| **School name and address:** |  |
| Applicant’s name and contact information (**must provide email address and phone number)**. |  |
| **School Principal name, email, and address** where check can be sent. Note: **checks must be sent to a third party such as a Principal or district office** |  |
| Number of students that will benefit from award. |  |
| Student subject area (or extended program area) and associated grade level(s). |  |
| STEM activity ‘requirement’ (see additional document) |  |
| Requirement Elicitation method (see additional document) |  |
| Description of how the funds will support your STEM activity. |  |
| How will this funding support or augment your current STEM-related program. |  |
| Total amount of funding requested ($400–1100) to accomplish STEM activity in 2023/2024. Include a breakdown of how the funds will be spent/items purchased. |  |