

Texas Fund for Geography Education Grant Program

Request for Applications *Integrated Delivery for Scale*

Supported by investment proceeds from the
Texas Legislature and the National Geographic Society

**Application Deadline:
July 7, 2021**



Texas Higher Education Coordinating Board
1200 E. Anderson Lane
Austin, TX 78711



National Geographic Society
1145 17th St., NW
Washington, DC 20036

April 16, 2021

Texas Fund for Geography Education

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This packet provides instructions and forms for submitting an application to the Texas Fund for Geography Education Program. To be eligible for an award, an organization must submit an application to the Texas Fund for Geography Education Advisory Committee, as specified in this Request for Applications. Applications must be submitted electronically.

Program Overview

Purpose

At National Geographic Society, we use the power of science, exploration, education and storytelling to illuminate and protect the wonder of our world. We believe that young people, and the educators who teach them, are key to addressing the planet's most pressing problems.

The goals of National Geographic's education work are to:

- Equip teachers with **game-changing tools**
- Cultivate **empathy for the earth** among young people
- Empower young people to take **leadership and action**
- Use our unique assets to create the **enabling conditions for change**

Projects funded through this RFA will help advance National Geographic's education goals.

Authority. Authority is found in Texas Education Code, 61.9681 – 61.9684; and Texas Administrative Code, Title 19, Part 1, Chapter 13, Subchapter J, Rules 13.180 – 13.186. See Appendices.

Eligible Institutions. Public and private or independent institutions of higher education as defined in Texas Education Code, §61.003 shall be able to compete for grants.

Eligible Projects. The funding program supports initiatives designed to improve the quality of geography education in Texas. Funding may be used for pilot projects to seed innovation and/or to scale projects for impact.

Required

- All projects must include a focus on diversity, equity, and/or inclusion (please see Definitions section for how we define those terms) and reaching educators and/or youth in underserved areas. Proposals must reflect thinking and planning on how the project will advance diversity, equity and inclusion. For example, if the project intends to reach diverse audiences, the proposal must outline how that will be accomplished. Diverse voices must be actively involved in development and/or implementation, and the proposal must outline how this will be achieved.
- All projects must support geography education within Texas. Geography education is defined broadly and can include the variety of subject areas that benefit from building geographic knowledge and skills including, but not limited to, science, social studies, environmental education, citizen science, and Geographic Information Systems (GIS).

Description

Proposals should be designed such that an integrated delivery and experience occurs for participants. Therefore, designing programmatic experiences including two or more of the bulleted items below will be prioritized as an integrated experience. The goal for this RFA is for funded partners to work collaboratively with National Geographic to get game-changing tools and resources into the hands of many more educators and young people and to provide support to educators that enhances the impact of these game-changing tools and resources. Applicants are expected to embrace the principles of co-design wherein beneficiaries of the program are involved in the planning and/or implementation processes. For example, if your project involves designing professional learning for K-5 classroom teachers across your state, some K-5 classroom teachers from various parts of the state, different sizes of school systems, and diverse populations should be represented in the planning and/or implementation processes. Or if your project's goal is to reach and serve youth from a traditionally under-served population, young people from that population should be actively included on planning and implementation teams. (See co-design definition below)

- **Professional Learning for K-12 educators or pre-service educators.** Professional Learning proposals should be grounded in adult learning theory and reflect best practices in high-quality professional learning including being job embedded, ongoing, and/or tied to curriculum. (Refer to the [National Geographic Principles for Professional Learning](#) for the guidelines National Geographic uses in developing professional learning resources and opportunities.) Professional Learning that incorporates National Geographic’s [online courses](#), Geographic Thinking [Micro-credentials](#), and/or National Geographic’s [curriculum units](#) and experiences like [Explorer Classroom](#) will be prioritized. Applicants’ projects should be designed for scale (to reach a broader audience and/or for replication - see definition below) and must clearly describe the potential to scale professional learning in Texas as part of the application. Hybrid, virtual and in-person models or other creative uses of technology as a means to scale professional learning and support educators in job-embedded, ongoing learning are encouraged. Applications should clearly state the anticipated number of educators or pre-service educators that could be reached through the project. Funded partners will be required to provide National Geographic with data related to professional learning activities such as numbers reached, participant demographics, or other data related to the specific project.
- **Geography education content for K-12 learning.** The development of instructional resources should reflect best practices including alignment to state standards, reflecting principles of effective pedagogy, created or co-created by educators, and/or designed to align with the National Geographic content design principles (draft) for diversity, equity, and inclusion (DEI) listed below. Instructional resources that embed assets from National Geographic’s [Resource Library](#) are encouraged. Applications proposing to develop instructional resources must include plans to operationalize resources with students and/or educators as part of the project plan and must include the anticipated number of students and/or educators reached. Funded partners will be required to provide National Geographic with data related to students and/or educators reached or other data related to the specific project.
 - NGS Content Design Principles:
 - We co-design and co-construct in partnership with a range of stakeholders, including educators; youth; explorers; experts; local peoples; and Indigenous, Black, and People of Color (IBPOC).
 - Storytelling privileges the voices and diverse perspectives of local communities.
 - Resources connect to and respect the local users’ cultures, languages, and needs.
 - Resources are accessible and adaptable to varied user and learner needs.
- **Youth-led programming for impact.** Youth focused proposals should prioritize youth empowerment and leadership in finding solutions to challenges in their communities using geographic thinking. Proposals developed by youth or co-developed as a partnership between educators and youth will be given priority. Projects that include the development of empathy for the earth, youth engaged in storytelling, and peer and near-peer education, particularly around environmental issues, are encouraged. Applications from or partnerships with K-12 schools, institutions of higher education (particularly historically Black colleges and universities [HBCUs] and minority-serving institutions [MSI’s]), community organizations serving youth, and youth-led organizations are encouraged. Projects can be directed toward any age of youth within the age range of 10-25 years. Applications should clearly state the anticipated number of youth that could be reached through the project. Funded partners will be required to provide National Geographic with data related to youth focused activities such as numbers reached, participant demographics, or other data related to the specific project.
- **National Geographic Traveling Exhibition education connections.** Education-focused proposals that incorporate and/or extend access for National Geographic [Traveling Exhibitions](#) are encouraged. Funding must be focused on educational resources, educational events, or activities that incorporate the exhibition and its key messaging, but may not be used for exhibition fees (the cost to bring the exhibition to the venue). Projects that expand access to the exhibitions for marginalized groups are encouraged, as are projects that integrate the exhibition into larger educational efforts. Venues hosting the exhibition or educational organizations working with the

hosting venue may apply for funds to extend the access and learning around the physical exhibit. Applications should clearly state the anticipated number of students and/or educators that could be reached through the project. Funded partners will be required to provide National Geographic with data related to exhibition educational activities such as numbers reached, participant demographics, or other data related to the specific project.

- **Seed to Scale.** If your project has previously been funded by National Geographic you are eligible to apply for additional funds to scale the project. Scale can mean that the project programs or assets will be used with a broader audience and/or more diverse populations or that the project programs or assets will be adapted and replicated beyond the primary initial audience and/or setting. The application should clearly state the rationale for scale and expansion, the lessons learned to date with the initial project, how the scaled project expands beyond original plans, and the specific locations and/or demographics of with whom and where you will scale the project. Applications should clearly state the anticipated number of students and/or educators that could be reached through the project. Funded partners will be required to provide National Geographic with data related to exhibition educational activities such as numbers reached, participant demographics, or other data related to the specific project.

Definitions

- **Diversity:** Diversity exists when a range of experiences and identities is represented in a group. While aspects of your identity are often visible, such as race, gender, and age, other aspects are unseen: where you are from, how you were raised, who raised you, who you love, your choices, your perspectives, your beliefs, your abilities, and all that you have and have not experienced. The combination of these aspects makes each individual unique.
- **Equity:** Equity means that everyone has access to the resources, information, and opportunities they need to thrive. A commitment to equity requires an intentional effort to reduce societal advantages and barriers and to cultivate an environment where everyone succeeds.
- **Inclusion:** Inclusion is the process of intentionally creating a culture of belonging where everyone is valued for who they are and what they contribute. It allows for authenticity and safeguards representation in planning and decision-making. It ensures each person's unique perspectives are represented, valued, and heard.
- **Co-design:** Co-design is a collaborative, participatory practice of designing (creating) with people and groups committed to agreed-upon goals or needs for a project. Co-design operates under the principles that those who are directly affected by the issues a project aims to address must be at the center of the design process, and that anyone can participate meaningfully in design
- **Geography Education:** Education programming that cultivates geographic thinking, integrates geography skills, and/or nurtures the geographic perspective in students. Such programming will help students understand our interconnected world and empower them to seek solutions in their communities and beyond.
- **Scale:** (1) Project (or the assets from the project) has significant potential for or is likely to spread in use to a broader audience. Assets address new methods of instruction or support specific underrepresented populations. (2) The project is scalable or has potential for replication beyond the primary initial audience and/or setting.
- **Geographic thinking:** *"A geographically proficient thinker answers geographic questions by using a range of tools and perspectives to acquire data, organize it (often times using maps and other spatial representations), observe, and seek meaning in the patterns...that occur in specific places, at a range of geographic and time scales."* (Bednarz, S.W., Heffron, S., & Huynh, N.T. (Eds.). 2013) Geographic thinking involves going beyond learning about geography to doing geography—employing a range of geographic skills.
- **Integrated delivery:** Programmatic experiences that are designed to include multiple areas of National Geographic's education work.

For more information on National Geographic Society's education programs and resources, please visit www.natgeoed.org.

General Selection Criteria. The funding program is competitive and is designed to make awards that provide the best overall value to the state in line with the priorities in the previous section. Selection criteria shall be based primarily on project quality, alignment with best practices, cost, the impact the project will have on enhancing geography education in the state of Texas and Diversity, Equity, and Inclusion.

Available Funds. Total Funding is \$87,629 for the 2021 calendar year.

Project Funding Award. Awards will typically fall within the \$15,000 - \$43,815 range.

Project Funding Period. One fiscal year, beginning on or about September 1, 2021 through August 31, 2022.

Funding Disbursement. Single payment, disbursed to award recipient(s) upon execution of the project funding agreement.

Carryover Funds. Recipients are expected to expend all funds within the funding period. If funding remains at the end of the funding period, the recipient must return the funds to National Geographic Society. Unspent funds may not be carried over unless specifically authorized by National Geographic Society. If Recipient needs an extension to the Project period, Recipient will contact National Geographic Society to request an extension at least one month prior to the end of the agreement.

Application Deadline. Applicants must submit a completed Application using the following link on or before July 7, 2021, 5:00 PM EDT. Late Applications will not be accepted. No mailed, hand-delivered, or faxed Applications will be accepted.

More Information. Contact Carley Lovorn at clovorn@ngs.org.

Program Schedule

July 7, 2021: Applications are due and must be submitted electronically at the following link: <https://ngs.submittable.com/submit/191986/national-geographic-request-for-applications>

July-August 2021: National Geographic Society Project Funding Review Committee meets to consider proposals and make funding recommendations.

August 2021 (tentative): NGS selects funding program recipient(s).

September 2021: Project Funding Agreements are sent by NGS to funding recipients and signed by recipient(s). See [Sample Project Funding Agreement](#).

September 2021: Programming period begins.

March 1, 2022 (tentative): Interim report due to NGS.

December 1, 2022 (tentative): Final report due to NGS.

Instructions

Key Application Terms

Committee: The Texas Fund for Geography Education Advisory Committee.

Eligible or grantee institution: A public or private or independent two-year or four-year general academic institution as defined in Texas Education Code, §61.003 shall be able to compete for grants.

Project Funding Period: The period that is funded by the award. The project funding period is from on or around September 1, 2021 through August 31, 2022.

National Geographic Society (NGS): Refers to the National Geographic Society, the project funder.

Project Director: The principal responsible for the implementation and oversight of the proposed project. One additional co-project director may be named from the eligible Organization if the person meets eligibility requirements and shares responsibility for the project.

Document Format and Submission Standards

Writing Style. Write clearly and concisely. Proposals should be a reasonable length with no unnecessary appendices or extensive supporting documentation. Spell out terms the first time used with the abbreviations following in parentheses.

Submission. Proposals must be submitted electronically via the application form:
<https://ngs.submittable.com/submit/191986/national-geographic-request-for-applications>

Deadline. Applicants must submit a completed application via the form linked above on or before July 7, 2021, 5:00 PM EDT. Late Applications will not be accepted. No mailed, hand- delivered, or faxed Applications will be accepted for this RFA.

Other Sources of Funding. Organizations shall report other sources of funding for the proposed project on the application form. Organizations that report a significant commitment of matching funding for the project will receive points in the review process. Indirect/overhead costs may **not** be included in any amount reported.

Budget Restrictions

Organizations may include all reasonable costs in the proposed project budget, with the following exceptions. The following types of costs shall not be included in the proposed budget or charged to the award without prior approval from the NGS:

- Purchase of equipment for an eligible Organization or its partner in an amount that exceeds 15 percent of the total project budget.
- Construction or remodeling of facilities.
- Domestic travel not specifically identified in the application. Foreign travel is not permitted.
- Indirect/overhead costs.
- Salaries and fringe benefits for positions other than those specifically identified in the funding agreement. Costs for staffing must reflect research or instructional salaries of the eligible Organization appropriate to the tasks that will be performed and the length of time spent on the project. Salaries and benefits may not be drawn at a higher pay rate than that normally received by

the individual (or a similar position). (Note: This does not prohibit offering stipends for participants and experts).

Other Funding Program Restrictions/Conditions

The National Geographic Society and the recipient Organization shall agree to the following restrictions and conditions.

The National Geographic Society:

- May visit the recipient Organization to review project accomplishments and financial records.
- May suspend or terminate the funding agreement if the Organization fails to comply with the terms of the contract or if the project director(s) leaves the Organization without a suitable replacement approved by the NGS.
- Shall not be held liable in the event of damages to persons or property which may occur in the course of activities conducted as a result of the funding program.

The Recipient Organization shall:

- Ensure that the focus of the project is on improving geography education aligned to the RFA's priorities.
- Demonstrate the project's strong relationship to best practices.
- Ensure that the project's participants have the appropriate qualifications to successfully complete the project.
- Ensure that all personnel associated with the project abide by all state and federal regulations for educational projects. Organizations should review proposed projects with legal counsel before submitting applications.
- Ensure that all personnel associated with the project abide by the Organization's intellectual property policy.
- Ensure that no person is excluded from participation in, denied benefits of, or otherwise subjected to discrimination under the project on the grounds of race, color, national origin, religious affiliation, disability, gender, or sexual orientation.
- Have a financial management system that provides appropriate review and approval of expenditures of NGS funds and monitoring of project performance. The Organization shall have its financial records and other materials pertinent to the funding program available for review and audit by the for a period of three years following the end of the funding period.
- Notify the NGS of any potential conflicts of interest that arise during the competitive process or project funding period.
- Notify the NGS if a project director leaves the recipient Organization or otherwise relinquishes active direction of the project.
- Expend funds in accordance with **Budget Restrictions** (see page 6). Subcontractors shall abide by the same restrictions. Recipient understands that acceptance of NGS funds under this funding program acts as acceptance of the authority of the NGS Auditor's Office, or any successor agency, to audit or investigate the expenditure of funds under this funding program. Recipient further agrees to cooperate fully with the NGS Auditor's Office or its successor, including providing all records requested.
- Recipient will ensure that this clause concerning the authority to audit funds received indirectly by subcontractors through Recipient and the requirement to cooperate is included in any subcontract awards.
- Request NGS approval of any fund transfers across Budget Categories A, B, and C that cumulatively exceed 50 percent of the total award.
- Submit at least two reports on how the funds were spent and the objectives accomplished. A one-page interim report, outlining the status of the project's deliverables, is due no later

than March 1, 2022, and shall be submitted as a Word or pdf document via email to Carley Lovorn (clovorn@ngs.org) and Travis Price (trprice@ngs.org). The final report, due no later than December 1, 2022, shall be submitted to the same addresses. Final reporting guidelines will be sent to award recipients. Recipients may use the same budget template required for the application for financial reporting or they may submit a financial report using their own financial reporting format.

Additional Restrictions and Conditions from THECB

Assignment or Subcontracting. No rights, interest, or obligations in a grant award resulting from this grant application shall be assigned, delegated, or subcontracted by grantee institution without prior written permission of THECB (or, to the extent THECB transfers this authority to NGS, the permission of NGS).

Liability and Indemnification. Nothing herein shall be construed to operate as a waiver of any rights under the grant agreement, or of any cause of action arising out of the performance of the work required by the grant agreement. THECB shall have no liability except as specifically provided by law. Grantee institution stipulates and agrees that no provision or any part of the grant agreement between NGS and grantee institution, or any subsequent change order, amendment, or other grant agreement modification shall be construed: (1) as a waiver of the doctrine of sovereign immunity or immunity from suit as provided for in the Texas Constitution and the Laws of the State of Texas; (2) to extend liability to THECB beyond such liability provided for in the Texas Constitution and the Laws of the State of Texas; or (3) as a waiver of any immunity provided by the 11th Amendment or any other provision of the United States Constitution or any immunity recognized by the Courts and the laws of the United States. To the fullest extent possible by law, NGS shall not be liable under this Agreement for any damages whatsoever and grantee institution agrees to release NGS, its trustees, officers, employees, representatives or agents from any and all liability resulting from the grant agreement.

To the extent allowed by law, grantee institution agrees to indemnify, defend, and hold harmless the State of Texas, THECB, NGS as well as officers, agents, and employees of THECB or NGS, respectively, from any liability, for any and all claims, demands, fees, suits or actions of any nature whatsoever, including but not limited to personal injury or illness, bodily injury (including death) and property damage occurring in connection with or in any way incident to or arising out of the use, service, operation or performance of work under the terms of the grant agreement, except claims, demands, fees, suits, or actions arising from any negligence by THECB or NGS, their respective officers, agents, employees, contractor, or subcontractors, or any negligence of a third party, its (their) officers, agents, employees, contractors, or subcontractors. Notwithstanding any indemnification clause, THECB and NGS shall have full authority to conduct its own defense, negotiations, and settlements, but grantee institution's indemnification nevertheless remains in full force and effect. The defense of THECB and/or the State of Texas shall be coordinated by grantee institution with the Office of the Texas Attorney General when THECB and/or the State of Texas are named defendants in any lawsuit, and grantee institution may not agree to any settlement without first obtaining the concurrence from the Office of the Texas Attorney General. Grantee institution and THECB agree to furnish timely written notice to each other of any such claim.

Affirmation Clauses. Grantee institution has not given, offered to give, nor intends to give at any time hereafter, any economic opportunity, future employment, gift, loan, gratuity, special discount, travel, favor, or service to a THECB public servant, including employees, in connection with the submitted response. Under Texas Government Code §2155.004, no person who was compensated by the THECB to assist in preparing the grant application specifications has any financial interest in grantee institution's application. If grantee institution is not eligible, then any contract resulting from this grant application shall be immediately terminated. Further, under Section 2155.004, Texas Government Code and under Section 231.006 of the Texas Family Code, grantee institution certifies that the individual or business entity named in this

application is not ineligible to receive the specified grant award and acknowledges that this grant award may be terminated and payment withheld if this certification is inaccurate.

Release of Application Information by THECB. Grantee institution understands and acknowledges that as Texas state agency, THECB is subject to the provisions of the Texas Public Information Act, Government Code, Chapter 552 as interpreted by judicial opinions and the opinion of the Attorney General of the state of Texas. Grantee institution understands that information, documentation, and other material in connection with this Request for Applications or any resulting award may be subject to public disclosure. Grantee institution will cooperate with THECB in the production of documents responsive to any such requests under the Public Information Act. Grantee institution is required to make any information created or exchanged with the State and/or THECB pursuant to this Request for Applications or any resulting award, and not otherwise excepted from disclosure under the Texas Public Information Act, available in a format that is accessible by the public at no additional charge to the State. THECB will make a determination whether to submit a Public Information Act request to the Attorney General.

All submitted Applications become the property of THECB after the grant application submittal deadline date. Upon acceptance of the grant award, all information submitted with grantee institution's application becomes public record and all information submitted with the application becomes part of the award. Therefore, such information is subject to disclosure under the Texas Public Information Act, unless an exception under the Texas Public Information Act is applicable.

FERPA. Grantee agrees to comply with the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. Section 1232g, and the implementing federal regulations, 34 CFR Part 99. Grantee agrees to abide by the limitations on re-disclosure of personally identifiable information from education records set forth in the Family Educational Rights and Privacy Act (34 CFR § 99.33 (a)(2)) and with the terms set forth in Section 11, TERMS and CONDITIONS. 34 CFR 99.33 (a)(2) states that the officers, employees, and agents of a party that receive education record information from THECB may use the information, but only for the purposes for which the disclosure was made.

Grantee acknowledges that, to the extent the Grant Award allows the Grantee access to Covered Data and Information (CDI), Grantee agrees to hold CDI in strict confidence. Grantee shall not use or disclose CDI received from or on behalf of THECB except as permitted or required by the Grant Award/Agreement, as required by law, or as otherwise authorized in writing by THECB. Grantee agrees not to use CDI for any purpose other than the purpose for which the disclosure was made. Upon termination, cancellation, expiration or other conclusion of the Grant Award/Agreement, Grantee shall return all CDI to THECB or, if return is not feasible, destroy any and all CDI. If the Grantee destroys the information, the Grantee shall provide THECB with a certificate confirming the date of destruction of the data.

Any violation of these FERPA provisions by Grantee shall be deemed a material breach of the Grant Award/Agreement.

Grantee shall develop, implement, maintain and use appropriate administrative, technical and physical security measures to preserve the confidentiality, integrity and availability of all electronically maintained or transmitted CDI received from, or on behalf of THECB. These measures will be extended by contract to all subcontractors used by Grantee.

Governing Law and Venue. The Grant Award/Agreement shall be governed by and construed in accordance with the laws of the State of Texas, without regard to the conflicts of law provisions. The venue of any suit arising under the contract is fixed in any court of competent jurisdiction of Travis County, Texas, unless the specific venue is otherwise identified in a statute which directly names or otherwise identifies its applicability to the Awarded Applicant

Additional Grantee Responsibilities. Grantee shall comply with all federal, state and local laws, statutes, ordinances, rules and regulations and the orders and decrees of any court or administrative bodies or tribunals in any matter affecting the performance of this Grant Award/Agreement, including applicable workers compensation laws, compensation statutes and regulations, and licensing laws and regulations. When requested to do so by THECB, Grantee shall furnish THECB with satisfactory proof of its compliance. Grantee shall be responsible for damage to THECB's equipment, and/or the workplace and its contents, by its, or its subcontractors' work, negligence in work, personnel, and equipment. Grantee shall be responsible and liable for the safety and health of its employees and contractors while they are performing work for THECB under this Grant Award/Agreement. Grantee shall provide all labor and equipment necessary to furnish the deliverables or perform the Services. All employees of Grantee shall be a minimum of 18 years of age and experienced in the type of work to be performed. Grantee shall permit no visitors or relatives of Grantee's employees and contractors on THECB's property unless they also are bona fide employees or subcontractors of Grantee.

Grantee hereby covenants, represents and warrants that Grantee (including, for purposes of this section, its employees, consultants, subcontractors, and agents) (1) has the technical expertise and general skills necessary to perform competently and professionally the Services in accordance with this Grant Award/Agreement, (2) is not a party to or bound by any agreement, obligation, or understanding which restricts or limits in any way Grantee's right to enter into this Grant Award/Agreement or Grantee's right or ability to perform Grantee's obligations under this Grant Award/Agreement, (3) shall not use the trade secrets, intellectual property rights, copyrights, or other proprietary rights of any third party in the performance of Grantee's obligations under this Grant Award/Agreement without having first lawfully obtained the right, in writing, to do so, and (4) has the necessary equipment, facilities and workers to perform Grantee's obligations under this Grant Award/Agreement.

Conflict of Interest. Grantee represents and warrants that Grantee, its principals, employees, or subcontractors have no potential conflict of interest in providing Services to THECB under this Grant Award/Agreement, and that the provision of Services under this Grant Award/Agreement does not create an appearance of impropriety. Failure to disclose a conflict of interest, at any time during the duration of this Grant Award/Agreement, shall be cause for termination of this Grant Award/Agreement. Grantee represents and warrants that the provision of deliverables and services or other performance under the Grant Award/Agreement will not constitute an actual or potential conflict of interest or reasonably create an appearance of impropriety.

Partnerships

An eligible Organization has the option to propose a compensated or uncompensated partnership with one or more K-12 Organizations working in Texas; one or more teachers or Organizations that are affiliated with K-12 Organizations working in Texas; or one or more community organizations working in Texas that serve youth, to conduct the project. To document a partnership, the eligible application must include a letter from the partner(s) with description of the partner's role that outlines the services to be performed.

Instructions for Completing the Application

Content for the application forms is explained below.

The complete application form is available electronically and needs to be submitted electronically. The instructions are detailed on the form above next to each section of the application. Here is the application form: <https://ngs.submittable.com/submit/191986/national-geographic-request-for-applications>

The budget template is available at the following link. Please review the budget restrictions on page

5 before completing.

<https://docs.google.com/spreadsheets/d/1cOBSAPtDoH4zuUD5MGRiWxpzIKGWrF75Jx3NLWB5OU4/edit#gid=0>

- Include a separate budget in the appendix for any subcontracted work that exceeds 25 percent of the total budget.
- Line D. The total should equal the amount on the "Total Amount Requested" section of the application form" The amount should not include indirect costs.
- Line E. The total should equal the amount on the "Total Proposed Matching Funding" section of the application form.
- The sum of the subtotals on Lines A, B, and C should equal the amount shown on Line D. The form must be electronically signed by the project director.

Evaluation of Proposals

General Selection Criteria. The NGS will award funding based on a competitive process, designed to provide the best overall value to the state. Selection criteria shall be based primarily on project quality as determined by peer reviewers, alignment to the best practices, the impact the project will have on improving geography education in the state of Texas, and the cost of the proposed project.

Award Process

Committee Review. The Texas Fund for Geography Education Advisory Committee is made up of qualified individuals who will evaluate the quality of the applications. Reviewers shall not evaluate any applications for which they have a known conflict of interest. Reviewers will evaluate applications and assign scores based on award criteria. All evaluations and scores of the Committee review panel are final and will be based solely on the information provided in the written application. The Committee reviewers will evaluate each application based on the established criteria and their relation to the RFA's priorities. Generally, the criteria are:

- Significance and Impact of Project
- Project Design and Capacity
- Cost Effectiveness
- Evaluation and Expected Outcomes
- Alignment with Best Practices
- Diversity, Equity, and Inclusion

See the Review Committee's [Evaluation Rubric](#) for more detailed information.

Funding Recommendations. Funding recommendations will consist of the most highly ranked and recommended applications up to the limit of available funds. In making funding recommendations, the Texas Fund for Geography Education Advisory Committee also will consider state and regional needs.

Individual funding recommendations will be based on the written information provided on the application. If available funds are insufficient to fully fund a proposal after the higher-ranking and recommended applications have been fully funded, NGS will communicate with the applicant to determine if a lesser amount would be acceptable. The Committee anticipates that the awards will be announced on or around September 1, 2021.

Funding Agreement and Payments. The recipient Organization shall sign a project funding agreement with the NGS, agreeing to the restrictions and conditions on pages 6-9 of this document, and any other

requirements of the NGS and the State of Texas. See [Sample Project Funding Agreement](#).

Appendices

Texas Education Code § 61.9681 – 61.9684 Texas Fund for Geography Education

Sec. 61.9681. PURPOSE.

The purpose of this subchapter is to:

- (1) create an endowment to support geographic education programs in Texas;
- (2) improve the quality of geography education in Texas; and
- (3) promote a better understanding of Texas by all of its residents.

Added by Acts 2001, 77th Leg., ch. 901, Sec. 1, eff. June 14, 2001. Renumbered from Education Code Sec. 61.941 by Acts 2003, 78th Leg., ch. 1275, Sec. 2(44), eff. Sept. 1, 2003.

Sec. 61.9682. DEFINITION.

In this subchapter, "fund" means the Texas Fund for Geography Education.

Added by Acts 2001, 77th Leg., ch. 901, Sec. 1, eff. June 14, 2001. Renumbered from Education Code Sec. 61.942 by Acts 2003, 78th Leg., ch. 1275, Sec. 2(44), eff. Sept. 1, 2003.

Sec. 61.9683. FUND; GRANTS.

- (a) the board may enter into an agreement with the National Geographic Society of Washington, D.C., to operate an endowment fund for purposes of this subchapter to be known as the Texas Fund for Geography Education.
- (b) The agreement must include the following conditions:
 - (1) appropriated money may be deposited to the fund only in an amount equal to matching funds deposited to the fund by the National Geographic Society from other sources;
 - (2) the National Geographic Society shall provide to the board an annual report describing the fund's investments, earnings, operating procedures, and major programs; and
 - (1) if the board determines that the public purposes described by Section 61.9681 are not being accomplished, the fund shall be dissolved and the fund balance shall be distributed as follows:
 - (A) one-half to the general revenue fund; and
 - (B) the remainder to be returned to the donors of any amount deposited to the fund for the preceding five years in proportion to the amount of the donation, if the donor accepts the return of the donation, and any remainder to the National Geographic Society.
- (b) The board may transfer to the National Geographic Society for deposit to the fund any amount appropriated to the board for that purpose.
- (c) The National Geographic Society shall award grants from the fund to institutions of higher education and private or independent institutions of higher education as defined by Section 61.003(15) to promote the purposes of this subchapter.

Added by Acts 2001, 77th Leg., ch. 901, Sec. 1, eff. June 14, 2001. Renumbered from Education Code Sec. 61.943 and amended by Acts 2003, 78th Leg., ch. 1275, Sec. 2(44), 3(13), eff. Sept. 1, 2003.

Sec. 61.9684. GEOGRAPHY EDUCATION ADVISORY COMMITTEE.

- (a) The board shall appoint an advisory committee consisting of seven persons who have expertise and an interest in geography education to assist the National Geographic Society in awarding grants from the fund under this subchapter.
- (b) The advisory committee on behalf of the National Geographic Society shall solicit proposals from institutions of higher education and private or independent institutions of higher education as defined by Section 61.003(15) for use of proceeds from the fund and shall recommend to the society those that best promote the purposes of this subchapter.
- (c) The advisory committee is subject to Chapter 2110, Government Code.

Added by Acts 2001, 77th Leg., ch. 901, Sec. 1, eff. June 14, 2001. Renumbered from Education Code Sec. 61.944 by Acts 2003, 78th Leg., ch. 1275, Sec. 2(44), eff. Sept. 1, 2003.

Texas Administrative Code

TITLE 19: EDUCATION
PART 1: TEXAS HIGHER EDUCATION COORDINATING BOARD
CHAPTER 13: FINANCIAL PLANNING
SUBCHAPTER J: TEXAS FUND FOR GEOGRAPHY EDUCATION

RULE §13.180 Authority, Scope, and Purpose

- (a) Authority. Authority for this subchapter is provided in the Texas Education Code, Subchapter X, Texas Fund for Geography Education. These rules establish procedures to administer the fund as prescribed in the Texas Education Code, §§61.942 through 61.945.
- (b) Scope. Unless otherwise noted, this subchapter applies to the National Geographic Society, the Texas Higher Education Board, and any institution seeking funding from the Texas Fund for Geography Education.
- (c) Purpose. This subchapter establishes guidelines for the creation and implementation of the Texas Fund for Geography Education, which will support projects to improve the quality of geography education in both public and higher education in Texas and promote a better understanding of Texas By all its residents.

RULE §13.181 Definitions

The following words and terms, when used in these sections, shall have the following meanings unless the context clearly indicates otherwise.

- (1) Agreement--The agreement between the National Geographic Society and the Coordinating Board to create and administer the Texas Fund for Geography Education.
- (2) Board--The Texas Higher Education Coordinating Board.
- (3) Commissioner--The Commissioner of Higher Education.
- (4) Committee--The advisory committee appointed by the Commissioner to solicit and recommend grant proposals.
- (5) Fund--The Texas Fund for Geography Education, which consists of funds contributed by the Board, the Society, and donors and income to the fund.
- (6) Society--The National Geographic Society of Washington, D.C.

RULE §13.182 Agreement with National Geographic Society

- (a) The Board shall enter into an agreement with the Society to create and to manage the fund, subject to the following conditions:
- (b) The Board shall deposit money into the fund only in an amount equal to the matching funds deposited by the Society;
- (c) The Society shall provide to the advisory committee an annual report describing the fund's investments; and
- (d) The Board and the Society shall each retain the right to dissolve the agreement if the purposes herein are not being accomplished.
- (e) The Board may transfer to the Society any amount appropriated by the Texas Legislature to the Board for that purpose.
- (f) The Board or the Society may accept donations from private individuals or corporations who wish to contribute to the fund.

RULE §13.183 Dissolution of the Fund

If the Board or the Society dissolves the fund, the fund balance shall be distributed in the following manner:

- (1) One-half to the general revenue fund of the State of Texas;
- (2) remainder to donors to the fund, in the amount the donor deposited; and
- (3) any further remainder to the Society.

RULE §13.184 Advisory Committee

The Commissioner shall appoint an advisory committee of seven (7) persons who have expertise and interest in geography education. The committee shall include at least one member representing the interests and needs of K-12 education and at least one representative of the Texas Geographic Alliance. The committee shall solicit grant proposals, consider those proposals, and make recommendations to the Society.

RULE §13.185 Procedures for Solicitation and Recommendation of Grant Proposals

The Committee shall, in cooperation with the Society, establish standards and procedures for soliciting grant proposals, the grant application process, consideration of proposals, committee recommendations to the Society, and awarding of grants.

RULE §13.186 Eligibility

Public and private and independent institutions of higher education as defined in Texas Education Code, §61.003 shall be eligible to compete for grants.