

REQUEST FOR PROPOSALS (RFP)
Health and Physical Education Equipment Grant (HPEG)
Opportunity Grant
2022-2023

Request for Application: December 6, 2023

Application Deadline: January 12, 2023

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Program Description

The Georgia Department of Education (GaDOE) has allocated ARP funds for the FY23 Health and Physical Education Equipment Grant **HPEG**. The GaDOE-administered, non-renewable, non-transferrable grant provides up to \$3,000 to support quality Health and Physical education courses during the school day. A maximum of \$420,000 will be awarded for the Health and Physical Education Equipment Grant during the 2022-2023 school year in the amount of up to \$3,000 per grantee.

Eligibility

Eligible applicants must be health or physical education teachers in a K-12 Georgia public school.

Program Requirements

Awarded funds are specifically for health education or physical education equipment, material and supplies related to instruction which occurs during the school day within state-approved health education or physical education course numbers starting with the prefixes 17.X or 36.X .

Programmatic Assurances

The Equipment and/or Consumable Supplies must be used to:

- develop or supplement sustainable initiatives that support quality health education or physical education instruction
- increase access to support health education or physical education instruction
- be implemented as a part of a graded, state-approved health education or physical education course during the regular school day schedule

Reporting Requirements

FY23 Grant. Awardees must have correctly and completely submitted the required close-out documentation.

- Completion Report (Microsoft Forms)
- Detailed Expenditure Report and supporting documents for received goods/services

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Authorized Activities

Applicants are encouraged to purchase health education or physical education resources to be used for health education or physical education instruction.

FY23 HPE Grant applicants can use funds to purchase the following items: Equipment needed for mastery of the Georgia Standards of Excellence in health or physical education. Examples may include but are not limited to the following.

- CPR training materials (for HE or PE class instruction)
- Tumbling Floor Mats
- General Equipment (Hoops, Balls, Striking Implements)
- Heart Rate Monitors
- Fitness Equipment (Sit and Reach Box, Scales)
- Recreational Games Equipment (Badminton, Table Tennis, Bocce)

Unauthorized Activities

FY23 Grant funds may not be used for:

- New/improvement construction or capital improvements to existing structures such as carpet, gym flooring, and building renovations.
- To support after- or before-school clubs or summer programs.

Proposal Submission

Procedures

- *Proposal Portal:* To access the application click: [Health and Physical Education Equipment Grant APPLICATION LINK.](#)
- *Submit Early:* Proposals cannot be accepted after the deadline. Faxed, emailed, or paper proposals are not acceptable and will not be reviewed by GaDOE.
- *Use provided proposal template:* Supplemental or revised proposal formats, attachments, or information, either from the applicant agency or other sources, will not be accepted.
- *Multiple Submissions:* Due to the high volume of submissions and to ensure that each submission is correctly identified and acceptable, file naming conventions are critical.
- One HPEG Grant submission is permitted per school.
- Grant awardees will be notified after State Board of Education (SBOE) approval and are required to accept the grant award.

- Each applicant receiving funding through this RFP must:

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- participate in two meetings to discuss goals and objectives, implementation procedures and progress, and programmatic success and effectiveness.
- The FY23 HPEG grant period of performance will end August 31, 2023.

Budget

There should be a calculation of the budget (via spreadsheet) and a narrative of the budget (via prose). Each of these offer a lens for understanding how funds meet the identified need and activities. If evaluation or participant travel expenses must be included in the budget of each grantee, indicate that here and indicate an expected amount that must be included.

The budget table is included in the grant application and both the narrative response section and budget calculations must be submitted as a single PDF document. The budget portion of the proposal will not be assigned points; however, an inaccurate, unreasonable, unjustified, or non-itemized budget will result in the proposal being excluded from consideration.

The proposed budget narrative will be assigned points and must provide clear evidence that the expenditures are appropriate and justified to support the proposed programming/activities.

Scoring and Funding Recommendations

Scoring

During the review process, each proposal will be reviewed and scored by a GaDOE-approved and -trained reviewer. The reviewer will individually assign and record points (1-100) using the scoring rubric. In the event the number of proposals receiving a qualifying score exceeds the number of available grants, only the highest, rank-ordered proposals will be recommended for funding.

Rubric – Scoring Components

All proposals will be scored using a rubric. Each proposal will be reviewed, and points will be assigned based on the merit of the program/activity described. Each section is assigned a maximum allowable number of points. Reviewers will tally all earned points to render a raw score. Grant organizers will verify raw scores and will determine the final scores to be presented to the SBOE.

Applicant Information Section (34)

- LEA/School District
- Full Name of School, Address, and Phone
- Superintendent Name
 - Email
 - Phone
- Name of Federal Programs District Contact

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- Email
- Phone
- Names of teachers involved with grant implementation.
 - Email(s)
 - Phone
- Number of students impacted
- Impacted state-approved health education or education course(s) (prefix numbers 17.x or 36.x only) taught during the school day.

Proposed Health Education Physical Education Activity Description (33)

- How will the grant funding be used in a graded course during the school day?
- Which health education or physical education Georgia Standards of Excellence are addressed in the proposed activities?

Budget Narrative (33)

- Budget narrative aligned to course/instructional practices.
- Budget narrative provides overview and justification for purchases.

