



National Rec-to-Tech Design Challenge

Welcome to the exciting work of creating new opportunities for youth in your community to engage in maker and computer science education in the out-of-school time. This work has never been more needed or had as much of a potential life-trajectory impact as it supports a lifetime of learning technology-related skills.

By joining in this national design challenge, you will be among a vanguard of thought leaders pushing the envelope to increase access to transformational experiences.

The National Rec-to-Tech Design Challenge is run by the Digital Harbor Foundation, and is made possible through the support and partnership of the following organizations:

SCHMIDT FUTURES



All those who are accepted into the first cohort will receive the following:

- Access to a National Community of Practice
- Technical Assistance and Individualized Consulting
- Stakeholder Design Charette Planning Support
- Invitation to National Community Conference
- Educator Workshops and Trainings (online and in-person)
- Grant Writing Support and Best Practices

In-kind **Technical Assistance and Support** is anticipated to equal approximately \$11,250 per site. Additionally, a selected number of sites will receive **2:1 Matching Support Dollars**, up to \$5,000 for **Community Design Planning** and up to \$10,000 for **Capital Investments**.

Applications will be evaluated on a **rolling basis** with admission open until all spots are filled but **not later than March 15, 2019**. If all available spots are filled before the end date, a waiting list order number will be provided to accepted applications. Submission review windows will end at **11:59 pm ET** on the following dates:

- November 15, 2018
- December 15, 2018
- January 15, 2019
- February 15, 2019
- March 15, 2019

Those accepted into the cohort will be notified and invited to the subsequent monthly **Cohort Coordinating Calls**, held at the following dates/times:

- December 14, 2018 @ 3pm ET
- January 14, 2019 @ 3pm ET
- February 14, 2019 @ 3pm ET
- March 14, 2019 @ 3pm ET
- April 15, 2019 @ 3pm ET
- May 14, 2019 @ 3pm ET
- June 14, 2019 @ 3pm ET
- July 15, 2019 @ 3pm ET
- August 14, 2019 @ 3pm ET
- September 16, 2019 @ 3pm ET



Application Instructions & Notes

[\(https://www.digitalharbor.org/rec-to-tech-national-design-challenge/\)](https://www.digitalharbor.org/rec-to-tech-national-design-challenge/)

Form Submitted By

By entering your information here, it will ensure we are communicating directly with the main point of contact for any questions, clarifications, or follow-up steps. Additionally, this is the email to whom a unique link will be sent when utilizing the “Save and Continue Later” functionality. A courtesy copy of the final submission will be sent to each of the three points of contact for each of the required partners.

Required Information for Submitter:

- First and Last Name
- Email Address

Required Key Stakeholders

Each application is required to have identified three key stakeholders that represent core components necessary for the overall success of the local initiative. These include:

- **Local Government**
 - In most applications, this should be a representative directly from the mayor’s or county executive’s office but could include a representative from another office within the local executive branch, council, or governance entity. The role of this entity is to coordinate and convene a larger group of stakeholders, initiate policies, guide funding proposals, make public announcements, and similar functions as beneficial.
- **Physical Space**
 - A key requirement for this initiative is a physical space in which the maker and computer science education programs will be made available to the public. In most instances, this partner will be the local Recreation and Parks Department but may be filled by an entity which has possession and oversight of physical community spaces, such as rec centers, library spaces, community hall, or the equivalent.
- **Community Partner**
 - While there will be numerous community partners engaged throughout the process, a key stakeholder should be identified who will assist in the efforts to ensure that the design efforts meet the stated desires and needs of the community.

Each key stakeholder is required to provide a **Letter of Intent**. While letters of intent do not constitute a binding agreement for a specific course of action, the letter should clearly state the entity's commitment to engaging in the design process. Including additional details about previous studies, plans, efforts, or awards is helpful.

Required Information for Each Key Stakeholder:

- Organization's **Name** and **Website URL**
- Identified **Point of Contacts** (Name, Email, Phone Number, and Title/Position)
- **Letter of Intent**
- **Physical Space Photos** PDF (containing images, floor plans, or other descriptions of the proposed physical space(s))

Additional Stakeholders

The number of additional stakeholders will vary by location. Efforts should be made to include a representation that shows buy-in for the design process from organizations including:

- Park and Recreation Agencies
- Out-of-School Time Provider
- School System
- Informal STEM Learning
- Industry
- Academic / University
- Museum / Science Center
- Foundation / Philanthropic Organization
- Community / Neighborhood Association

Each community stakeholder can provide a **Letter of Support**, which could include a brief statement of how the organization anticipates engaging in the process and any specific contributions (tangible or otherwise) that it anticipates making.

When including more than 10 community organizations, a simple listing of the Additional Points of Contact and a single compiled PDF of the Letters of Support should be uploaded.

Required Information for Each Additional Stakeholder:

- Organization's **Name** and **Website URL**
- Identified **Point of Contacts** (Name, Email, Phone Number, and Title/Position)
- **Organizational Category**
- **Letter of Support** (optional)

Commitment to the Design Process

The submitter is required to assert that, if selected,

- A representative from each of the Required Key Stakeholders will join the monthly coordinating calls
 - December 14th @ 3pm ET
 - January 14th @ 3pm ET
 - February 14th @ 3pm ET
 - March 14th @ 3pm ET
 - April 15th @ 3pm ET
 - May 14th @ 3pm ET
 - June 14th @ 3pm ET
 - July 15th @ 3pm ET
 - August 14th @ 3pm ET
 - September 16th @ 3pm ET
- Coordinate at least three local design meetings, including the potential for a site visit and stakeholder group meeting with representatives from the National Rec-to-Tech Design Challenge team.

If you have any questions, please email contact@digitalharbor.org or call (443) 681-9384.

