Step 1. Log-in to MEGS+

Note: If you do not have a MEIS ID, log-in, or password visit:
https://www.michigan.gov/mde/0,1607,7-140-5236_29341--,00.html

Step 2. Click view available Applications/Tasks

Instructions:
Select the SHOW HELP button above for detailed instructions on the following.
> Initiating an Application/Task
> Using System Messages
> Understanding your Tasks
> Managing your awarded grant

Hello OEII51, please choose an option below.

View Available Applications/Tasks
You have 5 Available Applications/Tasks available.
Select the View Available Applications/Tasks button below to see what is available to your agency.
Step 3. Initiate the Application and Agree

FIRST Robotics (FR-2020) for Bay City School District
Offered By:
Office of Education Improvement & Innovation

Description:

Step 4. View and Edit Application

a. Click View and Edit

Bay City School District - 09010

Quick Links: View/Edit | Change Status | Management Tools | Examine Related Items | View Comments

Application: FY 2020 - FIRST Robotics | Status: Application In Progress | Security Level: MEGS+: Level 5 Authorized Official

Description:

Please select from an option below. For detailed instruction about each option, select the SHOW HELP button.

View / Edit

Select the View/Edit button below to view, edit, and complete the application/task.

Change Status

Select the View Status Options button below to perform actions such as submitting applications or request modifications.

View Management Tools

Select the View Management Tools button below to perform actions such as adding people to this document or viewing the document history.
b. Review Cover Page, Assurances and Certifications, and Important Information

Bay City School District - 09010

Quick Links: View/Edit | Change Status | Management Tools | Examine Related Items | View Comments

Application: FY 2020 - FIRST Robotics | Status: Application In Progress | Security Level: MEGS+: Level 5 Authorized Official Description:

Please complete all required forms below.

Forms

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Team Information

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Nonpublic Schools Only: complete the competition selection page prior to completing step 4.c (Team Page). Public School Applicants will not see this link on the view/edit page.

Application: FY 2019 - FIRST Robotics | Status: Application In Progress | Security Level: MEGS+: Level 5 Authorized Official Description:

Please complete all required forms below.

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COMPETITION SELECTION

Applying For: Yes No
First Robotics ☐ ☐
Science Olympiad ☐ ☐
c. Complete Team Information Page

Bay City School District - 09010

Instructions: Please complete per team in your district.

Team Information

Robotics Program Type: FIRST Robotics

Other:

Team Name: Robo Tech

Team Number: A11100000

Building Team is Associated With: Jefferson Center

Team Coach Information

First Name: Amanda

Last Name: Steel

Telephone Number: 5172414290

Email address: steela@michigan.gov

Team is applying for:

- A coach stipend ☑ Yes ☐ No
- District agrees to provide at least 25% match of stipend.

Select one from dropdown menu: High School - Rookie Team

- ☑ District agrees to provide at least a 50% match to the support award funds.

- ✓ If program team advances and competes, district agrees to provide local match of at least 25% of total advancement award.

If Yes, you must agree to provide the match. Indicate acknowledgment by checking the box. If no, then do not check the box.
d. Complete Partnership Information

Bay City School District - 09010

Quick Links: View/Edit  Change Status  Management Tools  Examine Related Items  View Comments

Application: FY 2020 - FIRST Robotics  Status: Application In Progress  Security Level: MEGS+: Level 5 Authorized Official

Description:

Created By: OEII51, Mr. OEII51 on 7/30/2019 2:52:21 PM

PARTNERSHIP INFORMATION

Instructions: Please complete one Partnership page for each team in your district.

Team Partnerships must include at least one sponsor. If you have more than one sponsor, list the sponsor that provides the most support. Sponsors can include:

- Business/Non-Profit
- Higher Education Institute
- Technical School
- Individual

* Team: Robo Tech
* Sponsor Information
* Name: Amanda Stoel
* Telephone Number: 6167801028
* Email address: stoela28@gmail.com
* Sponsor Type: Higher Education Institute

Complete the Team Page first in order to generate the dropdown options.
ATTACHMENTS

Instructions:

1. Type in a descriptive title for the document that will be uploaded.
2. Click the Browse button and search for your document on your computer.
3. Once selected, the path to your file will appear in the Document Source field.
4. Click the Save button.

NOTE: When you name your file to be uploaded, DO NOT leave any spaces, place a period between the words OR use any special characters, e.g. “/”, in the document name. Attachments may be in Word, PDF, JPG, XLS or GIF format. The maximum file upload size is 15MB per files uploaded on each page. The descriptive title entered does not have to be the same as the file name, and it can include spaces.

*Spending Plan Title:  
*Spending Plan Document Source:  
1028675-2017-18 first robotics district spending plan.xlsx

*Team Roster Title:  
*Team Roster Document Source:  
1028675-17-18FIRSTRoboticsStudentRoster-Protected.xlsx
Step 5. Add Main Contact

The menu below contains links to the tools that can be used to manage this document. See the description below each link for more detail.

Management Tools

- CREATE FULL PRINT VERSION
  Select the link above to create a printable version of the document.

- ADD/EDIT PEOPLE
  Select the link above to perform actions such as adding people, changing a security role, or altering people's active dates on this document.

Bay City School District - 09010

The functionality on this page will allow you to add, delete or edit people on this document. Use the keyword search function to locate a person you would like to add. Select the check box next to the name in the search results. Or, you can uncheck the box next to the person(s) name under the Current People Assigned area to remove people. After you perform your modifications, remember to select the SAVE button to save your changes.

Person Search
Enter a name or partial name:  [SEARCH]

Current People Assigned

Search
Active Status:  [Active]  
Partial Name:  
Agency:  Bay City School District  [SEARCH]

Sort By:  [Name]  

<table>
<thead>
<tr>
<th>Person</th>
<th>Agency</th>
<th>Role</th>
<th>Grant Contact Type</th>
<th>Active Dates</th>
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<td>7/30/2019</td>
<td>Grant System</td>
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<tr>
<td>Mr. OEE15 OEE15</td>
<td>Bay City School District, Calhoun Intermediate School District, Ingham ISD, Washburn ISD - Lansing</td>
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Step 6. Check for Global Errors

Plainwell Community Schools - 03010

Quick Links: View/Edit | Change Status | Management Tools | Examine Related Items | View Comments


Description:
The following errors have been identified. Please select each link below to navigate to the appropriate page to correct the errors.

- Please specify one Main Contact.
  Add/Edit People

- Please complete this page.
  Team Information

- Please complete this page.
  Attachments

Return to the View/Edit Menu by clicking here.

Step 7. Submit the Application

Bay City School District - 09010

Quick Links: View/Edit | Change Status | Management Tools | Examine Related Items | View Comments

Application: FY 2020 - FIRST Robotics | Status: Application In Progress | Security Level: MEGS+: Level 5 Authorized Official

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Bay City School District - 09010

Possible Statuses

Submit Application

Cancel Application

Application Agreement

Please make a selection below to continue.

In order to submit your application you must first agree to the following conditions.

I, OEI51 OEI51, certify that...

* The information submitted in this application is true and correct to the best of my knowledge; and
* Ingham ISD will comply with the Assurances and Certifications (available on the View/Edit Forms menu) of this application; and
* The budget was prepared cooperatively by individuals from both the Program and Business Office.

If you are not OEI51 OEI51 you should return to the Main Menu.

If you would like to include notes about this status change, please supply them below.

[textarea]

I AGREE I DO NOT AGREE

Bay City School District - 09010