

Note Page

Notes: Delete all grey background sections with maroon font before submitting.

- **Font:** Arial (not Arial Narrow), Courier New, or Palatino Linotype; Times New Roman; or Computer Modern family of fonts at a font size of 11 points or larger. A font size of less than 10 points may be used for mathematical formulas or equations, figures, tables, or diagram captions, and when using a Symbol font to insert Greek letters or special characters. Other fonts not specified above may be used for mathematical formulas, equations, or when inserting Greek letters or special characters. PIs are cautioned, however, that the text must still be readable.
- **Spacing:** No more than six lines of text within a vertical space of one inch. Margins, in all directions, must be at least an inch. No proposer-supplied information may appear in the margins. Paper size must be no larger than standard letter paper size (8 1/2 by 11"). These requirements apply to all uploaded sections of a proposal, including supplementary documentation.
- **URLS:** No URLs or Links allowed in any of the documents, except the references listed in the document and biosketches. All products and publications listed in the biosketches need to have a DOI, URL, or Persistent Identifier.
- **Page Numbers:** Do not add page numbers when submitting documents via research.gov, as they are numbered automatically on the research.gov portal.
- **Routing:** Route the proposal and seek internal approvals and submit the proposals on time to the sponsors. A second beyond the submission might not be allowed, and the proposal will come back without review.

Texas Coordination Hub: *[descriptive subtitle]*

Title: The title should begin with "[Full name of state, DC, or territory] Coordination Hub" (**RDO Note:** E.g., **Texas Coordination Hub:**), followed by the title. The rest of the proposal title should describe the project in precise, informative language, without acronyms, so that a technically literate reader can understand it.

Project Description (15-page limit)

Proposals **must include Sections 1 – 5 using the specified section headers.**

Additional content may be included within these sections as appropriate.

Failure to comply with the five section headers will be grounds for Return Without Review (RWR).

For each section, items listed are provided as guidance for consideration and are not exhaustive.

Section 1 - Vision and Approach to Responsibilities

Describe your vision for advancing statewide AI readiness and how it aligns with program goals and the responsibilities noted in the Program Description.

Items to consider:

- How the proposed Coordination Hub will effectively execute the five areas of responsibility laid out in the Program Description. Coordination Hubs may propose additional responsibilities.
- Strategies for statewide coordination and scaling.
- Evidence of prior experience delivering similar statewide or multi-sector initiatives.
- Strategies for supporting small-scale local pilots through partnerships or future funding opportunities.

Section 2 - Organizational Background, Team Expertise, and Partnership Rationale

Describe the lead organization's profile, team expertise, and partnership rationale.

The lead organization should demonstrate statewide convening power, operational capacity, and experience managing multi-sector initiatives. Proposers may draw on partnerships to collectively bring the capabilities needed to implement the Coordination Hub's responsibilities. These include the ability to coordinate across education, workforce, industry, and government stakeholders; provide hands-on support for AI adoption; and develop and maintain a strategic plan for statewide AI readiness. AI expertise — covering both technical understanding and practical implementation — is essential but may be provided through partnerships rather than solely by the lead organization.

A proposer is encouraged to assemble partnerships that best align with their state's priorities in AI readiness and to leverage the state's existing organizational structures for technology adoption and AI resources. Proposers should consider, for example, academic institutions (e.g. research universities, community and technical colleges) alongside organizations that support workforce

development (e.g. America Job Centers, other state-level workforce development), technology adoption (e.g. State Cooperative Extension, regional innovation alliances, technology councils, Small Business Development Centers), and coordination (e.g. state and local government, agencies and offices). Proposers should describe how these partnerships will collectively advance program goals.

Items to consider:

- Key qualifications of team members and their roles in implementing the Coordination Hub.
- Why specific partners were selected and what unique contributions they bring.
- How the team will collaborate, including governance and decision-making structures. NSF encourages the use of at least one Advisory Board as part of the Coordination Hub's strategy.
- What gaps exist in the Coordination Hub's proposed partnerships and plans for filling those gaps.

Note: Letters of collaboration are required from all partners to confirm commitment and should be submitted as Supplemental Material.

Section 3 - Current State of AI Planning and Coordination

Provide an overview of existing efforts in the state/territory and explain how the proposed Coordination Hub will build on these efforts to accelerate progress.

Items to consider:

- Key stakeholders and initiatives currently involved in AI readiness within the state/territory.
- What is working well and where gaps or unmet needs exist.
- How the Coordination Hub will help the state more rapidly and effectively achieve its AI-readiness goals.

Section 4 - Work Plan, Milestones, and Performance Metrics

Present a clear work plan for each area of responsibility described in the Vision and Approach to Responsibilities described in Section 1.

Items to consider:

- Major milestones and timelines for implementation.
- Performance metrics for tracking progress and feeding into national dashboards.
- How data will be collected and reported to support evidence-based scaling.

As you develop this section, consider that State/Territory Coordination Hubs will be required by NSF to submit a set of performance metrics by which they will track and report outcomes and assess the need for changes to focus and approach. These should include but are not limited to:

- Number of individuals trained (by category: educators, workforce, small business owners).
- Number of small businesses and government entities assisted and hours or dollars saved through AI adoption.
- Number of statewide convenings held and guidance facilitated for alignment.
- Contributions to national best-practice repositories and participation in sector-specific coordination activities.
- Number of individuals trained for the AI Deployment Corps and actively providing assistance.
- Number of organizations provided technical assistance.

The above constitute Measures of Success for the AI-Ready America initiative more generally as well.

4.X Broader Impacts

The Project Description should contain a separate section labeled 'Broader Impacts'. Broader impacts may be accomplished through the research itself, through the activities that are directly related to specific research projects, or through activities that are supported by, but are complementary to, the project. NSF values the advancement of scientific knowledge and activities that contribute to the achievement of societally relevant outcomes. Such outcomes include, but are not limited to: improved STEM education and educator development at any level; increased public scientific literacy and public engagement with science and technology; improved well-being of individuals in society; development of a comprehensive, globally competitive STEM workforce; increased partnerships between academia, industry, and others; improved national security; increased economic competitiveness of the United States; and enhanced infrastructure for research and education.

Section 5 - Resource Mobilization and Leveraging Additional Support

Explain strategies for attracting additional resources to complement NSF funding and enable full implementation of the Coordination Hub's responsibilities.

Items to consider:

- Plans for securing additional financial or in-kind support from industry, philanthropy, state agencies, and/or other sources.
- How these resources will be integrated into the Coordination Hub's activities to expand reach, impact, and eventual self-sustainment.

5.X Results from Prior NSF Support

In cases where the PI or any Co-PI has received more than one NSF award (excluding amendments to existing awards), please report only the award most closely related to the proposal. Please refer to the PAPPG, Chapter II.D.2.