



Request for Application (RFA)

New Mexico STEM Innovation Network – Central Regional Hub

Fiscal Year 2026–2027

Application Due Date: **July 20, 2026 by 5:00 PM MST**

Issued By: New Mexico STEM Innovation Network Principal Hub

New Mexico State University

## **I. General Information:**

### **A. PURPOSE**

The New Mexico STEM Innovation Network Principal Hub at New Mexico State University is requesting proposals from New Mexico higher education institutions, Regional Education Cooperatives (RECs), nonprofit organizations, community-based organizations, workforce and industry partners, and other qualified agencies interested in serving as the lead entity for the Central Regional STEM Innovation Hub.

The selected entity will coordinate and support STEM education initiatives across the Central Region of New Mexico in alignment with the priorities and goals of the New Mexico STEM Innovation Network.

The anticipated project period is: **September 1, 2026 – June 30, 2027** with option for renewal for up to three years.

Funding is contingent upon continued legislative appropriation and successful completion of deliverables.

### **B. BACKGROUND**

The New Mexico STEM Innovation Network is a statewide initiative designed to strengthen STEM education, opportunity, and workforce alignment through coordinated regional partnerships. Regional Hubs work collaboratively with schools, higher education institutions, industry, tribes, pueblos, and, workforce organizations, and community agencies to support:

1. Inquiry-based STEM learning in K–12 classrooms

- 2. Access to STEM out-of-school time (OST) enrichment
- 3. Stronger connections between K–12 education and New Mexico industry

For the 2026–2027 school year, the Network’s primary content focus is mathematics, with emphasis on critical thinking, problem-solving, and mathematical reasoning through culturally and linguistically responsive instructional practices.

PROGRAM ADMINISTRATOR: QUESTIONS ABOUT THIS RFA  
**Questions regarding the RFA are to be submitted via Google form:**  
<https://forms.gle/JAG9j2ACnh2AQfw89>  
**by July 7, 2026 at 5:00 pm.**

All questions asked about this RFA and all answers provided in response to these questions will be posted on the New Mexico STEM Innovation Network website in the Regional Hubs page (<https://steminnm.org/regional-hubs/> ) throughout the Q&A period. In order to ensure that all interested parties receive the same information, no questions will be accepted after the deadline date.

### C. CENTRAL REGION SERVICE AREA

The Central Regional Hub will prioritize service to rural and tribal communities within the Central Region. These include, but are not limited to:

#### *Rural Communities*

- Algodones
- Cochiti Lake
- Madrid
- San Ysidro
- Edgewood
- Estancia
- Moriarty
- Mountainair
- Vaughn
- Carrizozo
- Magdalena

#### *Tribal Communities*

- Acoma Pueblo
- Cochiti Pueblo
- Isleta Pueblo
- Jemez Pueblo
- Kewa Pueblo (Santo Domingo)
- Laguna Pueblo
- San Felipe Pueblo
- Sandia Pueblo
- Santa Ana Pueblo
- Tesuque Pueblo
- Zia Pueblo
- Alamo Navajo Community
- To’Hajiilee Navajo Community

Applicants should demonstrate knowledge of and commitment to serving rural, tribal, native, Pueblo, and historically underserved communities.

### D. ELIGIBILITY CONSIDERATIONS

1. **ELIGIBLE HOST ENTITIES:** Any NM public or not-for-profit New Mexico-based entity is eligible to apply. A submitting entity may be an existing or a newly formed collaborative group within the central region of the state. A collaborative group must identify a single entity to serve as its project lead entity and primary point of contact. The entity selected as project lead will also serve as the sole fiscal agent, with

responsibility for managing any funding to collaborating groups.

**2. REGIONAL STEM CENTER DIRECTOR:** Host entities selected for participation are required to engage a Regional Hub Director (Director) to oversee the work of the Hub, lead regional efforts to promote STEM, and coordinate statewide participation. The Director shall be a full-time employee of the host entity and shall provide a minimum of 75% effort to the STEM Innovation Network Central Hub work. At minimum, the Director shall:

- a. Develop regional STEM goals and objectives, along with plans for implementation, metrics to gauge success, and long-term strategic plans for Hub development in alignment with Network Priorities.
- b. Cultivate working relationships with regional school districts and communities to understand the unique resources, needs, and priorities of each community and co-develop action plans that will strengthen STEM learning in these communities.
- c. Direct and support regional initiatives to address the goals of the Network.
- d. Work with partners and school districts in grant writing and partnership building to support the regional initiatives related to the Network priorities.
- e. Identify and promote STEM education, training, and opportunities within the region.
- f. Involve relevant business and industry, as well as community organizations to identify STEM-related needs and gaps within the region.
- g. Collaborate with stakeholders to develop STEM-related programs at community and regional levels to address needs.
- h. Establish agreements with regional partners to support Network priorities. Monitor the deliverables of each partner contract, including review of budget expenditures to match partner agreements.
- i. Provide monthly activity reports from the region to the Principal Hub.
- j. Participate in Network planning meetings to coordinate regional and principal hub activities and professional learning opportunities.

## E. APPLICATION REVIEW PROCESS

All applications submitted shall be subject to external review by a Selection Committee, chosen by the Principal Hub and the Network Executive Council based on members' expertise and lack of participation in Central Region STEM initiatives.

## F. Available Funding

**\$250,000** is anticipated annually for the Central Regional Hub for FY27.

Funding categories may include:

- Personnel and fringe

- Professional learning
- Materials and supplies
- Student programming costs
- Technology and equipment
- Travel
- Other approved expenditures
- Indirect costs (not to exceed 8%)

Funding is subject to annual legislative appropriation.

The Central Regional Hub funding is intended to support regional coordination, partnership development, professional learning, convenings, technical assistance, and targeted STEM initiatives aligned to the goals of the New Mexico STEM Innovation Network. The Regional Hub is not expected to independently fund all STEM activities or initiatives throughout the region.

Applicants are encouraged to leverage existing programs, staffing, partnerships, facilities, and regional resources to maximize impact. Collaborative proposals that demonstrate shared leadership, resource leveraging, and regional coordination are strongly encouraged.

The New Mexico STEM Innovation Network recognizes that sustainable regional STEM impact requires partnerships and braided funding strategies. Applicants should demonstrate how this funding will strengthen and coordinate regional efforts rather than serve as the sole source of support for all activities.

## II. SCOPE OF WORK

The selected entity will serve as the Central Regional Hub lead agency and will:

### A. Regional Leadership and Collaboration

- Convene and coordinate regional STEM partners
- Develop partnerships with LEAs, tribes, pueblos, and, higher education institutions, industry, workforce agencies, OST providers, and community organizations
- Participate in statewide STEM Innovation Network meetings and collaborative activities
- Maintain communication and collaboration with the Principal Hub and other Regional Hubs
- The Central Region Director will work closely with the Principal Hub to develop activities to address Network priorities and make use of statewide resources and expertise available to the statewide Network

### B. Priority 1: Inquiry-Based STEM Learning

Support mathematics and STEM professional learning opportunities for educators and leaders by:

- Organizing professional learning experiences focused on inquiry-based mathematics instruction
- Supporting implementation of high-quality instructional materials and participating in NM PED HQIM training

- Building educator communities of practice
- Supporting school and district leadership capacity related to effective STEM and mathematics programming

### C. Priority 2: STEM Out-of-School Time (OST) Enrichment

Expand access to high-quality STEM OST opportunities by:

- Supporting after-school, summer, weekend, and family STEM learning opportunities
- Providing technical assistance and resources to schools and organizations
- Supporting STEM enrichment in rural and tribal communities
- Collaborating with community organizations to increase access and engagement

### D. Priority 3: Education and Workforce Alignment

Strengthen STEM career pathways by:

- Convening education, workforce, tribal, and industry partners
- Expanding awareness of internships, apprenticeships, and STEM careers
- Supporting partnerships between K–12 schools, higher education, and local industry
- Promoting workforce-aligned STEM learning opportunities

### E. Reporting and Evaluation

The selected entity will:

- Submit monthly progress reports to the Principal Hub
- Participate in statewide evaluation activities
- Collect participant feedback and participation data
- Submit data relevant to the Central Hub to be used in the Network’s annual implementation and impact report

### F. Communication and Branding

All communications, materials, events, and outreach supported through this award must acknowledge the New Mexico STEM Innovation Network using approved branding and messaging guidelines.

### G. Coordination with the Principal Hub

The Central Regional Hub will operate as part of the statewide New Mexico STEM Innovation Network and will work collaboratively with the Principal Hub and other Regional Hubs to support statewide STEM priorities.

The Principal Hub will provide:

- Statewide coordination and communication
- Shared branding and communication guidance
- Reporting templates and evaluation tools
- Facilitation of cross-regional collaboration
- Opportunities for statewide professional learning and resource sharing
- Technical assistance related to implementation and reporting

The Regional Hub will retain flexibility in designing regional activities and partnerships that address local strengths, needs, and opportunities while aligning with statewide priorities and

annual deliverables established by the Network and the New Mexico Public Education Department.

At a minimum, the Regional Hub will be expected to:

- Designate a Regional Hub director that can devote at least 0.75 FTE to the work of the Regional Hub.
- Participate in statewide Network meetings and collaborative activities
- Submit monthly reports and annual implementation updates
- Coordinate regional communication with the Principal Hub
- Participate in statewide evaluation and data collection processes
- Collaborate with other Regional Hubs to share promising practices and resources

The Regional Hub may utilize contracts, subawards, stipends, or partnership agreements, consistent with the policies of the lead organization and allowable state funding requirements, to support regional implementation efforts and collaborative activities.

#### H. Minimum Deliverables

The Regional Hub will be expected to support the following minimum activities during the project period:

- Convene regional stakeholders at least two times annually
- Support STEM and/or mathematics professional learning opportunities for educators
- Support or coordinate STEM out-of-school time opportunities within the region
- Participate in statewide Network collaboration activities
- Maintain communication with regional partners and contribute to the statewide STEM asset mapping effort
- Submit required reporting and evaluation documentation

Additional activities may be proposed by applicants based on regional needs and organizational capacity.

### III. PROPOSAL REQUIREMENTS

Proposals may not exceed **20 pages** and must use standard one-inch margins and a minimum of 12-point font.

Proposals should include the following sections:

#### A. Cover Page

Include:

- Organization name
- Organization website (if applicable)
- Contact person
- Title
- Email and phone number
- Partner organizations

## B. Organizational Capacity

Describe:

- Relevant experience of the organization, including organizational structure and qualifications of staff expected to participate in the Regional Hub.
- Existing partnerships related to STEM Education and Career Pathways.
- Experience serving rural and tribal communities.
- Fiscal and administrative capacity (Note: Funding will be provided on a cost-reimbursement basis only. Organizations must have adequate capital to pay project expenses prior to reimbursement.)

## D. Regional Vision and Implementation Plan

Describe:

- Proposed regional approach that supports the three Network priorities.
- Partnership development. Describe how partnerships will be initiated and cultivated to strengthen Network partnerships across the Central Region of New Mexico.
- Strategies to support mathematics and inquiry-based STEM learning.

## E. Central Hub Location and Staffing Plan

Describe:

- Primary location of the Central Hub, facilities available, and why this location is appropriate to house a public-facing Central Hub.
- Key personnel, including proposed Regional Director role and qualifications. If the organization will be conducting a search for the Director position, list the title and qualifications of the individual who will serve as the Interim Director.
- Any additional staff positions and responsibilities and percentage of effort.

## F. Sustainability Plan

Describe plans to leverage additional partnerships and funding opportunities.

## G. Budget and Budget Narrative

Provide:

- Detailed budget
- Budget narrative aligned to proposed activities

## IV. PROPOSAL SUBMISSION

\* Note: Applicants will need to sign in to a Google account to access the form. Find instructions for creating a free Google account [here](#).

### A. Intent to Apply

The Intent to Apply Form can be found in Appendix A. The form must be submitted no later than July 10, 2026.

### B. Proposal Submission

**Submit proposals electronically in PDF format no later than July 20, 2026 by 5:00 PM MT using <https://forms.gle/wCNC6RxT6wdNJHds8> form.**

Note, the form will require a single PDF upload of the full application, including cover page, organizational capacity, regional vision and implementation plan, central hub location and staffing plan, sustainability plan, budget, and budget narrative. Title the PDF as Organization Name\_Central Hub Application (e.g. NM STEM Innovation Network\_Central Regional Hub Application).

The PDF upload must not exceed 20 pages.

Late submissions will not be considered. The submission deadline is absolute and no materials will be accepted after the date and time published in this RFA. A submitted application may be withdrawn if the submitting entity determines revisions are needed, but the revised version must be received before the deadline.

**C. Confirmation of Receipt**

Principal Hub staff will confirm receipt of applications via email within two business days of submission. Confirmation of receipt indicates that the document has been received.

**V. REVIEW PROCESS and CRITERIA**

All applications submitted shall be subject to external review by a Selection Committee, chosen by the Principal Hub and the Network Executive Council based on members’ expertise and lack of participation in Central Region STEM initiatives.

Proposals will be evaluated based on categories and allocation of points to each category:

Scoring Category	Possible Points
Organizational Capacity, Experience, Staffing Structure	20
Regional Vision and Implementation Plan and alignment to STEM Innovation Network Priorities	20
Partnership Development and Regional Collaboration	20
Demonstrated Commitment to Rural, Tribal, and Underserved Communities	20
Staffing and Leadership Plan	10
Budget and Sustainability	10
<b>Total Points Possible</b>	<b>100</b>

**VI. TIMELINE**

Activity	Date
RFA Released	June 19, 2026
Deadline for Questions	July 7, 2026 - 5:00 PM MT
Intent to Apply Form	July 10, 2026

Activity	Date
Proposal Due Date	July 20, 2026 – 5:00 PM MT
Proposal Review	July 21-31, 2026
Anticipated Award Notification	August 3-14, 2026
Project Start Date	September 1, 2026 or upon execution

## VII. QUESTIONS

Questions regarding this RFA may be submitted via Google Form:

<https://forms.gle/JAG9j2ACnh2AQfw89>

No questions will be accepted after July 7 at 5:00 pm. All questions and answers will be made available on the STEM Innovation Network website at <https://steminnm.org/regional-hubs/>.

Appendix A: Intent to Apply Form can be found at  
<https://forms.gle/fQmDy74RfjpeCJBV8>

The Intent to Apply form requests the following information:

Name of applying organization

Applying organization's website (if applicable)

Key contact person's name, title, email address, and phone number

Acknowledgment of review of RFA, location in the state of New Mexico, and service in the central region of the state