

STATE OF OREGON



COVER PAGE

Oregon Department of Education, Acting by and through its
Early Learning Division

Is issuing this Request for Applications (RFA) for

EARLY LEARNING HIGHER EDUCATION CONSORTIUM REQUEST FOR GRANT PROPOSALS

RFA # S-58100-00006432

Date of Issue:

Closing Date: May 8, 2023 at 5:00 PM PT

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SECTION 1: GENERAL INFORMATION

1.1 INTRODUCTION

The Oregon Department of Education and its Early Learning Division (“Agency”) or (“ELD”) is issuing this Request for Applications (RFA) in order to award grants to successful applicants, which will each establish an Early Learning Higher Education Consortium (Consortium) in a different part of the state. The successful applicant will establish a collaboration between institutions of higher education, Child Care Resource & Referral (CCR&R) agencies,, and community-based organizations. The successful applicant will focus on bringing partners together to expand and scale up support of Early Childhood Educators (ECEd) as they progress through higher education. This support should allow for seamless transitions while meeting the needs of the workforce for cohorts of Early Childhood Educators (ECEd) in obtaining portable, stackable and articulated higher education college credentials, certificates and degrees in Early Childhood Education (ECE).

Applicants will have an opportunity to submit an Application for a Grant Agreement to implement consortia services. ELD is seeking implementer applicants that are ready to expand current work, or start work once the grant is signed. Applicants may only apply for one role through this RFA process.

Additional details on the Scope of the goods or services or both are included in the Scope of Work/Specifications section 2.5. The parties may negotiate the final Statement of Work to be included in the Agreement.

Number of awardees will depend on requested budget and application type of approved applicants. Depending on budget requests, the number of awardees is not expected to exceed 8 executed agreements for the 23/25 fiscal year. The initial term of the Grant Agreements are anticipated to be two years (July 1, 2023 through June 30, 2025).

All persons, firms, or governmental entities submitting Applications are referred to as Applicants in this RFA. After execution of a Grant Agreement, the awarded Applicant must be designated as a Recipient.

1.2 SCHEDULE

The table below represents a tentative schedule of events. All times are listed in prevailing Pacific Time. All dates listed are subject to change.

Event	Date	Time
RFA available to prospective Applicants	Friday, April 7 th 2023	5:00 pm PT
Pre Application Webinar Questions Due	Thursday, April 13 th 2023	5:00 pm PT
Pre Applicant Conference: Webinar	Tuesday, April 18 th 2023	10:00 am PT
Additional Questions or Requests for Clarification Due	Tuesday, April 25 th 2023	5:00 pm PT
Closing (Applications Due)	Monday May 8 th , 2023	5:00 pm PT
Applicant Evaluation Process	Tuesday May 9 th , 2023	
Issuance of Notice of Award (approx.)	Tuesday May 16 th , 2023	5:00 pm PT

1.3 SINGLE POINT OF CONTACT (SPC)

The SPC for this RFA is identified on the Cover Page, along with the SPC's contact information. Applicant shall direct all communications related to any provision of the RFA, whether about the technical requirements of the RFA, contractual requirements, the RFA process, or any other provision only to the SPC.

SECTION 2: AUTHORITY, OVERVIEW, AND SCOPE

2.1 AUTHORITY AND METHOD

The Agency is issuing this RFA pursuant to its authority under ORS 329A.135.

Agency must accept Applications up to the Closing date and time as set forth in Section 1.2 of this RFA. The Agency must then evaluate the Applications in accordance with Section 3 of this RFA.

2.2 DEFINITION OF TERMS

The following definitions apply for purposes of this RFA.

This RFA contains active text hyperlinks to assist interested Applicants with definitions. Text hyperlinks are blue and underlined and when the cursor is moved over a hyperlink the arrow should change to a small hand pointing at the link or the message to "Ctrl + Click to follow link" must appear. When you click it, a new page or place in the current page must open.

2.3 Program Specific Definitions

For the purposes of this RFA, capitalized words are defined in OAR 125-246-0110, [OAR 125-246-0110](#), or as defined below.

"Affected Applicant" means an Applicant who would be eligible for a Grant in the event their protest was successful, and who is protesting because Agency failed to conduct an evaluation of Applications in accordance with the criteria or process described in this RFA.

"Applicant" means an entity who submits an Application in response to this RFA.

"Application" means a written response to this RFA.

"Child Care Resource and Referral Agency" ("CCR&R") means an entity designated under ORS 329A.100 that provides local and statewide services including 1) guidance and referrals for parents seeking child care through referrals to 211info; 2) recruiting, training, and supporting EEs to remain in the profession and provide high-quality child care programs; 3) the collection of information

about the local supply of child care; and 4) community collaboration with Early Learning System partners.

“Community of Practice” (“CoP”) means a group of people who share a common concern, a set of problems, goals, or an interest in a topic, and who come together to fulfill both individual and group goals.

“Consortium” a partnership among entities working collaboratively towards a common goal or purpose. Partners agree upon contributions, which are based on their expertise as it relates to the goal or purpose, through a Memorandum of Understanding.

“Early Care and Education Workforce” means the professional field of individuals responsible for care, supervision, and guidance on a regular basis of a child, unaccompanied by a parent, legal guardian, or custodian, during a part of the 24 hours of the day, with or without compensation.

“Early Childhood Educator” (ECEd) means a child care provider who cares for young children needing child care as a family, friend, or neighbor or a license-exempt, regulated subsidy, registered family, certified family, or certified center provider. Also known as Early Educator

“Early Childhood Education” (ECE) means relevant college course work in early childhood care and education that leads to an Associates, Bachelor’s or Master’s Degree.

“Early Learning System” means the network of services that support early care and education in Oregon.

“Evaluation Committee” means the group of people who will evaluate and score Applications submitted in response to this RFA.

“National Association for the Education of Young Children Competencies” (“NAEYC competencies”) means [Professional Standards and Competencies for Early Childhood Educators](#): Statement by key national organization describing core body of knowledge, skills, values, and dispositions early childhood educators must demonstrate to effectively promote the development, learning, and well-being of all young children.

“Professional Development” means a continuum of learning and support activities designed to prepare individuals for work with and on behalf of young children and their families. Professional Development encompasses education, training, and Technical Assistance.

“Technical Assistance” (“TA”) means targeted and individualized support by a professional(s) with specific knowledge and skills to develop or strengthen processes, application, or implementation of services for/by the TA recipients. TA may be delivered by an individual or a team, to one individual or a group. TA may be provided face-to-face, via distance methods, or a hybrid of the two. Typical forms of TA include coaching, mentoring, consultation, and professional development advising.

2.4 OVERVIEW

2.4.1 Agency Overview and Background

The Agency’s mission is to support all of Oregon’s young children and families to learn and thrive. The Agency’s values are equity, making a positive impact for children and families, dedication, integrity and collective wisdom to benefit Oregon children and families. The Agency

works as an integrated team focused on: child care, early learning programs and cross systems integration, policy and research, and equity.

2.4.2 Program Overview and Background

ELHEC is currently funded in two areas of the State by the Oregon Department of Education strategic investment funds with the purpose of advancing the education of the early learning workforce to support qualified individuals to meet the child care needs of communities through the state. Southern Oregon and Central Oregon, including 4 CCR&Rs, one university and 5 Community Colleges, were originally funded for one year, in 2014, by these State funds. The Consortium model was successful in retaining cohorts of college to career Early Educators through college, and supporting them in their goals to obtain Early Childhood Education (ECEd) credentials, certificates and degrees. After state funding was no longer available, philanthropic organizations provided funding for the Consortium until 2020.

In [Raise Up Oregon](#), the Early Learning Council’s statewide strategic plan (drafted in 2019), Objective 3 states “the early care and education workforce is diverse, culturally responsive, high quality and well compensated.” The strategies for this objective include building “pathways to credentials and degrees that recruit and retain a diverse early care and education workforce.” The Consortium model targets Early Educators furthest from opportunity who represent diverse ethnicity, race, languages, or are first generation college students. The Consortium creates portable, stackable and articulated pathways to college credentials, certificates and degrees that center on equity and are affordable, accessible and available to meet the needs of career to college Early Educators.

2.4.3 Purpose

The purpose of the ELHEC is to form collaborative partnerships in regions involving institutions of higher education, CCR&Rs and other early learning stakeholders to accomplish the following:

- Develop and provide higher education pathways for Early Educators to obtain credits, certificates and degrees in Early Care and Education; and
- Support Early Educators in obtaining college credentials, certificates and degrees through cohorts, culturally and linguistically responsive practices, scholarships and other innovative strategies that are responsive to their needs.

This effort reflects the vision of Oregon’s Higher Education Coordinating Commission’s [Strategic Roadmap for Oregon Postsecondary Education and Workforce Training](#), for “a future in which all Oregonians—and especially those whom our systems have underserved and marginalized—benefit from the transformational power of high-quality postsecondary education and training.” Emphasizing higher education reflects the recommendation in [Transforming the Workforce](#). The consortia reflect the recommendations for implementing NAEYC’s Standards and Competencies, that state policies “elevate professional preparation programs designated and accredited by the early childhood education profession as the core pathway.”

As Oregon continues to expand high-quality publicly funded preschool, we want to support pathways for qualified Early Educators and have opportunities for educational growth to support high quality care. The need to build the supply of high quality child care for birth to 5-year-old children and expand state-funded preschool programs and other high quality learning environments is even more crucial now as many programs which closed during the pandemic are not re-opening. Recruitment of a highly qualified, diverse ECE workforce is a state priority and the consortium model is one of strategy that impacts recruitment, retention and high-quality care.

2.5 SCOPE OF ACTIVITIES

Those that are awarded Consortium Grants will expand their current efforts to recruit and support high school career technical education (CTE), community college and university students to pursue dual enrollment credits, certificates and degrees in early childhood education.

- **Stewardship supports:** The work of the consortia will require and must incorporate stewardship of public funds to ensure efficient, effective, and transparent spending. The work should address diverse student access and collaboration with diverse instructors, advisors, and coaches.

Additionally, the work must incorporate the following areas of support and sub-categories within each area of support listed below from [NAEYC \(2019\)](#), pg.16-18:

- **Financial supports:** debt-free programs that address the comprehensive costs of attendance; and
 - **Make It Affordable and Accessible: Combining Debt-Free and Loan-Forgiveness Policies**
 - **Make It Bigger: Think Outside the Classroom**
- **Workplace supports:** flexible, work-friendly scheduling that builds on current work assignments; and
 - **Make It Possible: Reduce and Eliminate Non-Financial Barriers to Success**
 - **Make It Align with Our Realities: Count All Settings**
 - **Make It Feasible: Lessen the Time It Takes Educators to Reach Attainment**
- **Higher education supports:** Career pathway and academic guidance; support for speakers of languages other than English and those developing their academic English skills; recognition of the needs of first-generation and non-traditional students; transitions to work and/or school after graduation.
 - **Make It More Efficient: Create Seamless, Articulated Teacher Preparation Pathways**
 - **Make It Real: Value Experience With College Credit**
 - **Make It Supportive: Use Cohort Models and Mentors**
 - **Make It Consistent: Streamline Accountability Systems**
 - **Make it Empower: Ensure Consortia partners support development of student leadership and advocacy.**

SECTION 3: APPLICATION REQUIREMENTS AND EVALUATION

3.1 MINIMUM APPLICANT REQUIREMENTS

3.1.1 Applicants must meet the following to be considered

The following types of organizations can apply:

- Multi-purpose, not-for-profit entities with a mission and goals compatible with the goals and sub-goals stated in this RFA.
- Single-purpose, not-for-profit entities with expertise and experience in providing CCR&R-related services.
- Community-based organizations with: expertise and experience in providing CCR&R-related services; an interest and ability to carry out the purposes of this RFA; and legal authorization to enter into the attached grant agreement and the MOUs required by such agreement.
- State, Tribe or local government entities or special governmental bodies with expertise in child development and education and a strong track record of working with human service partners in their communities.

3.2 MINIMUM SUBMISSION REQUIREMENTS

3.2.1 Application Format and Quantity

Applications should follow the format and reference the sections listed in the Application Content Requirements section. Responses to each section and subsection should be labeled to indicate the item being addressed. Applications must describe in detail how requirements of this RFA will be met and may provide additional related information.

Applicant shall submit one electronic copy of its Application as described in Section 3.3.4. In addition, if Applicant believes any of its Application is exempt from disclosure under Oregon Public Records Law (ORS 192.311 through 192.478), Applicant shall complete and submit the Disclosure Exemption (Attachment B) and a fully redacted version of its Application, clearly identified as the redacted version.

3.2.2 Authorized Representative

A representative authorized to bind the Applicant shall sign the Application Cover Sheet Certification (Attachment C). Failure of the authorized representative to sign the Application will subject the Application to rejection by Agency.

3.3 APPLICATION PROCESS

3.3.1 Public Notice

The RFA, including all Amendments and attachments, is published in OregonBuys at <https://oregonbuys.gov/>. RFA documents will not be mailed to prospective Applicants.

ELD shall advertise all Amendments on OregonBuys. Prospective Applicant is solely responsible for checking OregonBuys to determine whether or not any Amendments have been issued. Amendments are incorporated into the RFA by this reference.

3.3.2 Questions/ Requests for Clarification

All inquiries, whether relating to the RFA process, administration, deadline or method of award or to the intent or technical aspects of the RFA must:

- Be emailed to the SPC only for this RFA.
- Reference the RFA number, # S-58100-00006432
- Identify Applicant's name and contact information.
- Be sent by an authorized representative.
- Refer to the specific area of the RFA being questioned (i.e. page, section and paragraph number); and
- Be received by the due date and time for Questions/Requests for Clarification identified in the Schedule

3.3.3 Pre-Application Conference

A pre-Application webinar conference will be held for this RFA on **Tuesday, April 18th 2023 at 10:00 am PT** to respond to initial questions. Links to the webinar will follow the release of this RFA. Please see Section 1.2 for schedule of events.

All pre-application questions for the webinar are due by the due date and time for Pre-Application Webinar Questions identified in the Schedule. Each pre-application question must:

- Be emailed to the SPC only for this RFA.
- Reference the RFA number, #S-58100-00006432
- Identify Applicant's name and contact information.
- Be sent by an authorized representative.

3.3.4 Application Submission

Applicant is solely responsible for ensuring its Application is received by the SPC in accordance with the RFA requirements before Closing. The Agency is not responsible for any delays caused by transmission errors or delays or mistaken delivery. An Application submitted by any means not authorized may be rejected if not received by the closing date listed in this RFA.

Applicant shall email its Application to the SPC, in pdf, Microsoft Word or Microsoft Excel format (or any combination thereof). SPC is the only authorized Agency representative to receive an Application for this RFA. Applications sent to any other Agency or ELD staff must be disqualified from this Application process.

3.3.5 Modification or Withdrawal of Applications

Any Applicant who wishes to make modifications to an Application already received by the Agency shall submit its modification in the manner required in the Application Submission Section and must denote the specific change(s) to the Application submission and submit by the closing date.

If an Applicant wishes to withdraw a submitted Application, it shall do so prior to the closing deadline specified in Section 1.2 of this RFA (Closing). The Applicant shall submit a written notice signed by an authorized representative of its intent to withdraw its Application. The notice must

include the RFA number and be submitted to the SPC.

3.3.6 Application Due

An Application and all required submittal items must be received by the SPC on or before Closing specified in Section 1.2. Any Application received after the Closing will not be accepted. All Application modifications or withdrawals must be completed and submitted prior to Closing. Late Applications will be returned to the respective Applicant or destroyed at the Agency's option.

3.3.7 Application Rejection

The Agency may at its discretion reject an Application for any of the following reasons:

- Applicant fails to substantially comply with all prescribed RFA procedures and requirements, including but not limited to the requirement that Applicant's authorized representative sign the Application.
- Applicant makes any contact regarding this RFA with State representatives such as State employees or officials other than the SPC or those the SPC authorizes, or inappropriate contact with the SPC.
- Applicant attempts to inappropriately influence a member of the Evaluation Committee.
- Application is conditioned on the Agency's acceptance of any other terms and conditions or rights to negotiate any alternative terms and conditions that are not reasonably related to those expressly authorized for negotiation in the RFA or addenda.
- Applicant fails to meet all requirements listed in section 3.1.

3.3.8 Opening of Application

There will be no public opening of Applications. Applications received will not be available for inspection until after the evaluation process has been completed and the Notice of Award is issued. However, the Agency must record and make available the identity of all Applicants after opening.

3.4 APPLICATION CONTENT REQUIREMENTS

The Application must address all requirements set forth in this RFA Applicant shall fully describe its program plan. An Application that merely offers to perform a program as stated in this RFA will be considered non-responsive to this RFA and will not be considered further.

3.4.1 Application Length and Formatting Requirements

Applications must be in Word format and no more than 30 pages, not including the required attachments. Applications should be without extensive artwork, or other materials not essential to the utility and clarity of the Application.

3.4.2 Technical Application Requirements

3.4.2.1 Application Cover Sheet

Applicant must complete all sections of the Application Cover Sheet (Attachment C) including signature from an authorized representative.

3.4.2.2 Insurance

Applicant must provide certificates of insurance to document current, effective insurance coverage required in Exhibit B of the Sample Grant Agreement (Attachment A).

If Applicant does not currently possess insurance in the limits required by this RFA, Applicant must submit a written statement indicating it will obtain such insurance prior to Grant execution.

3.4.2.3 Grant Agreement

Applicant must submit a written statement indicating it will agree to the terms and conditions outlined in the Sample Grant Agreement (Attachment A), including Exhibit C thereto (Equity Objectives and Activities). Applicant may request changes to the form of Grant in Attachment A by submitting, as part of its Application, alternative proposed language. The Agency may, in its sole discretion, decide whether to accept or reject such proposed language.

3.4.2.4 Disclosure Exemption

Applicant complete Disclosure of Exemption and it must be signed by an authorized representative (Attachment B).

3.4.2.5 Budget Worksheet

Provide Budget Worksheet (Attachment D) showing a planned two (2) year budget using a proposed allocation of funds needed to carry out proposed program services. Allocations are estimated and subject to change.

3.4.3 Program Plan

Applications must describe how Applicant will carry out the major activities of this program in context with the Scope of Activities described in Section 2.5 of this RFA; provide a comprehensive program plan that the Applicant intends to follow; illustrate how the plan will serve to coordinate and accomplish the work. Application and budget must be scored according to the evaluation process in section 3.5.

The Application must incorporate the focus areas and requirements in each section and show how they must be implemented and maintained, and identify possible accountability metrics, including data where appropriate, to help measure success. These metrics may be used in contract negotiations with awarded Applicants. The program plan should offer ambitious but achievable strategies and practices intended to make progress toward the goals. Demonstrate innovative practices that show adaptability and nimbleness to the changing landscape in Early Learning Systems.

Using the Workbook (Attachment D) please describe:

- I. **Geographic Area Served:** What geographic area do you typically serve – if online, indicate whole state (online).
- II. **Partners:** List partners involved in the project.
- III. **Target Population:** Identify your target population and outreach to recruit.

- IV. **Reach:** Target number of Early Educators over the 2 years of the grant.
- V. **Degree or Certificate Completion:** Target number of educators completing a degree or certificate over the 2 years of the grant.
- VI. **Planning Activities:** If planning funding is requested, please list all activities for your planning period. How and who will convene, and at what frequency?
- VII. **Current services:** Indicate services that currently support student success.
- VIII. **Planned Services:** Indicate services that will be implemented with the funding, date of implementation, data used to measure success and total biennial cost for each service.
- IX. **Budget:** Determine personnel, operating, in state staff training, student incentives and supports, student supplies and materials, subcontracts and indirect costs to correspond the grant purpose and scope of activities.. Allocations are estimated by ELD and subject to change. Provide detailed budget justification narratives for each budget category including but not limited to how target populations must be prioritized for services. Example: caseloads of Early Educators per staff to provide services that meet the needs of target population.
 - Currently every licensed or regulated subsidy facility receives 50 hours of substitute time per year to use, at the facility’s discretion. Successful applicants of this RFA, will have an option for consortia to include in their proposed budget substitute hours in addition to the current 50 hours for students to attend classes’. Students must be working in a licensed or regulated subsidy facility. The cost would be approximately \$45 per student, per hour. If you are interested in this service, please indicate this service in your work plan/application and budget, listing the number of students and hours per student you plan to support. These funds would go to the applicant through the ELD agreement for procurement of services from Childcare Substitutes of Oregon at Western Oregon University. These services are estimated to be available starting January 2024.

3.4.4 Public Record/Confidential or Proprietary Information

All Applications are public record and are subject to public inspection after the Agency issues the Notice of Award. If an Applicant believes that any portion of its Application contains any information that is exempt from disclosure as a trade secret or otherwise is exempt from disclosure under the Oregon Public Records Law (ORS 192.311 through 192.478), Applicant shall follow the process set forth in Section 3.2.1.

Applicant is cautioned that cost information generally is not considered a trade secret under the Oregon Public Records Law and identifying the Application, in whole, as exempt from disclosure is not acceptable. Agency advises each Applicant to consult with its own legal counsel regarding disclosure issues.

If Applicant fails to identify the portions of the Application that the Applicant claims are exempt from disclosure, Applicant has waived any future claim of non-disclosure of that information.

3.5 EVALUATION PROCESS

3.5.1 Responsiveness Determination

Applications received prior to Closing (section 2.1) will be reviewed for responsiveness to all RFA requirements including compliance with the Minimum Submission Requirements Section (section

3.2) and Application Content Requirements Section (section 3.4). If the Application is unclear, the SPC may request clarification from Applicant. However, clarifications may not be used to rehabilitate a non-responsive Application. If the SPC finds the Application non-responsive, the Application may be rejected; however, Agency may waive minor mistakes at its sole discretion. SPC may request further clarification to assist the Evaluation Committee in gaining additional understanding of Applications. A response to a clarification request must be to clarify or explain portions of the already submitted Application and may not contain new information not included in the original Application.

3.5.2 Evaluation Criteria

Applications meeting the requirements outlined in the Application Content Requirements Section will be evaluated by an Evaluation Committee.

Applicant’s program budget must indicate a return on investment and include a reasonable, long term funding sustainability plan that includes other funding sources, including in-kind and revenue.. Applicant’s program budget costs must be sufficient and reasonable to meet the intended outcomes. The ratio of program costs to those served must be reasonable (See Attachment D).

The SPC will total the scores for each of the below criteria, together with references and Budget. Scoring considerations will be given to applicants who demonstrate how they will serve regions and communities that may be deemed underrepresented. Underrepresented communities may include but are not limited to areas that: Receive fewer services, encounter barriers to accessing services (e.g, location, economic, cultural, linguistic, etc.) and/or have a lack of familiarity with the delivery system. The determination regarding which regions are considered underrepresented will depend upon the pool of applicants to this RFA. Additional scoring considerations will be given to applicants with previously successful planning consortia as evidenced by ongoing implementation models. After totaling the points, SPC must determine rank order for each respective Application and Applicant, with the highest score receiving the highest rank, and successive rank order determined by the next highest score.

Evaluators must assign a score for each evaluation criterion according to the below table.

Item	Maximum Points available for this criteria	Exceeds Standards	Acceptable	Inconsistent	Does not meet Standards	Total Score
Financial Supports Total points: 24						
(a) Make It Affordable and Accessible: Combining Debt-Free and Loan-Forgiveness Policies	12	10-12	7-9	2-6	0-1	
(b) Make It Bigger: Think Outside the Classroom	12	10-12	7-9	2-6	0-1	
Workplace Supports Total points: 36						

Item	Maximum Points available for this criteria	Exceeds Standards	Acceptable	Inconsistent	Does not meet Standards	Total Score
(a) Make It Possible: Reduce and Eliminate Non-Financial Barriers to Success	12	10-12	7-9	2-6	0-1	
(b) Make It Align with Our Realities: Count All Settings	12	10-12	7-9	2-6	0-1	
(c) Make It Feasible: Lessen the Time It Takes Educators to Reach Attainment	12	10-12	7-9	2-6	0-1	
Higher Education Supports: Total points: 60						
(a) Make It More Efficient: Create Seamless, Articulated Teacher Preparation Pathways	12	10-12	7-9	2-6	0-1	
(b) Make It Real: Value Experience With College Credit	12	10-12	7-9	2-6	0-1	
(c) Make It Supportive: Use Cohort Models and Mentors	12	10-12	7-9	2-6	0-1	
(d) Make It Consistent: Streamline Accountability Systems	12	10-12	7-9	2-6	0-1	
(e) Make it Empower: Ensure Consortia partners support development of student leadership and advocacy.	12	10-12	7-9	2-6	0-1	
Stewardship Total points: 60						

Item	Maximum Points available for this criteria	Exceeds Standards	Acceptable	Inconsistent	Does not meet Standards	Total Score
(a) Make it budgeted	12	10-12	7-9	2-6	0-1	
(b) Budget: Allocations per category	12	10-12	7-9	2-6	0-1	
(c) Budget: Justifications	12	10-12	7-9	2-6	0-1	
(d) Make it Collaborative: Well-supported and diverse staffs of instructors, advisors, and coaches.	12	10-12	7-9	2-6	0-1	
(e) Make it inviting: Support Diverse Student Access	12	10-12	7-9	2-6	0-1	
Total Points Possible	180					

Point Awards Standards
<p>Exceeds Standards</p> <ul style="list-style-type: none"> • Application demonstrates an excellent understanding of the requirements and the new or proven approach significantly exceeds performance or capability standards. • Application has several exceptional strengths that will significantly benefit children being served. • Application has no weaknesses; normal provider effort and normal ELD monitoring will be sufficient to minimize risk. • Application is extensive, detailed and exceeds all requirements and objectives; therefore, has a high probability of meeting the requirements with little or no risk to ELD or state.
<p>Acceptable</p> <ul style="list-style-type: none"> • Application demonstrates an acceptable understanding of the requirements and the approach meets performance or capability standards. • Application has strengths that will benefit children being served. • Application has no material weaknesses. • Application generally meets requirements; therefore, has an acceptable probability of meeting the program requirements.
<p>Inconsistent – Wide swings that may meet standards or not</p> <ul style="list-style-type: none"> • Application demonstrates a limited understanding of the requirements and the approach only marginally meets performance or capability standards necessary for minimal contract performance. • Application has minor omissions and demonstrates a misunderstanding of the requirements that may be corrected or resolved through negotiations if awarded the Grant. • Approach has weaknesses that can potentially cause some disruption of schedule, increase in cost, or degradation of performance even with special provider emphasis, and close ELD monitoring.

Unacceptable – Does not meet standards

- Application demonstrates a misunderstanding of the requirements and the approach fails to meet performance or capability standards.
- Application has major omissions and inadequate detail to assure the evaluators the Applicant has an understanding of the requirements.
- Application proposes an unacceptable risk and cannot meet the requirements without major negotiations.

3.6 NEXT STEP DETERMINATION

The Agency may conduct additional rounds of competition if in the best interest of the State. Additional rounds of competition may consist of, but must not be limited to:

- Presentations/Demonstrations/Additional Submittal Items
- Interviews

If the Agency elects to conduct additional round(s), the Agency shall provide written notice to all Applicants describing the next step. At any time, the Agency may dispense with the selected additional round and: (1) issue a Notice of Intent to Award to the highest ranking Applicants; or (2) elect to conduct an alternative round of competition; or (3) cancel the RFA.

SECTION 4: AWARD AND NEGOTIATION

4.1 AWARD NOTIFICATION PROCESS

4.1.1 Award Consideration

The Agency, if it awards a Grant, shall award a Grant to the highest ranking Applicant(s) based upon the scoring methodology and process described in Section 3. The Agency may award less than the full Scope of Activities described in this RFA. AGENCY RESERVES THE RIGHT TO NOT SELECT ANY APPLICANTS UNDER THIS RFA IF AGENCY DETERMINES IN ITS SOLE DISCRETION THAT GRANT FUNDS SHOULD NOT BE DISTRIBUTED.

4.1.2 Notice of Award

The Agency must notify all Applicants in writing that the Agency is awarding a Grant to the selected Applicants subject to successful negotiation of any negotiable provisions (“Notice of Award”).

4.2 Protest

SPC will notify the successful Applicants in a “Notice of Intent to Award” letter. Identification of the apparent successful Applicants is procedural only and creates no right in the named Applicant to award of a Grant, if negotiation of the grant agreement is not successful. Competing Applicants will be notified in writing of the selection of the apparent successful Applicants and must be given seven (7) calendar days from the date on the “Notice of Intent to Award” letter to request and review documents regarding the selection process and to file a written protest of award. Any award protest must be received in writing by the SPC at the email or address listed on the front page of this RFA and must be received by the Agency by the 7th calendar day following the date on the “Notice of Intent to Award” letter.

Agency must consider any protests received and:

- reject all protests and proceed with final evaluation of, and any contract language negotiation with, the apparent successful Applicants and, pending the satisfactory outcome of this final evaluation and negotiation, enter into a grant agreement with the successful Applicants; OR
- sustain a meritorious protest(s) and reject one or more apparently successful Applicants as nonresponsive if an Applicant is unable to demonstrate that its Application complied with all material requirements of this RFA; thereafter, Agency may name one or more new apparent successful Applicants; OR
- Reject all Applications and cancel the solicitation.

The SPC, on behalf of the Agency, must timely respond to any protests after receipt. The decision shall be final.

4.3 SUCCESSFUL APPLICANT SUBMISSION REQUIREMENTS

4.3.1 Insurance

If not already supplied under Section 3.4 as part of the Application, prior to execution of the Grant, the apparent successful Applicant shall secure and demonstrate to Agency proof of insurance coverage meeting the requirements identified in the RFA (Exhibit B of Attachment A) or as otherwise negotiated.

Failure to demonstrate coverage may result in Agency terminating negotiations and commencing negotiations with the next highest ranking Applicant. Applicant is encouraged to consult its insurance agent about the insurance requirements contained in Insurance Requirements (Exhibit B of Attachment A) prior to Application submission.

4.3.2 Taxpayer Identification Number

The apparent successful Applicant shall provide its Taxpayer Identification Number (TIN) and backup withholding status on a completed [W-9 form](#) if either of the following applies:

- When requested by Agency (normally in a Notice of Award), or
- When the backup withholding status or any other information of Applicant has changed since the last submitted W-9 form, if any.

Agency will not make any payment until Agency has a properly completed W-9.

4.3.3 Business Registry

If selected for award and if applicable, Applicant shall be duly authorized by the State of Oregon to transact business in the State of Oregon before executing the Grant. The selected Applicant shall submit a current Oregon Secretary of State Business Registry number, or an explanation if not applicable.

All Corporations and other business entities (domestic and foreign) must have a Registered Agent in Oregon. See requirements and exceptions regarding Registered Agents. For more information, see Oregon Business Guide, How to Start a Business in

Oregon and Laws and Rules. The titles in this subsection are available at the following Internet site: <http://www.filinginoregon.com/index.htm>.

4.4 GRANT NEGOTIATION

4.4.1 Negotiation

After selection of a successful Applicant(s), the Agency may negotiate the scope of the grant in its sole discretion.

By submitting an Application, Applicant agrees to comply with the requirements of the RFA, including the terms and conditions of the Sample Grant Agreement (Attachment A). Applicant shall review the attached Sample Grant Agreement and note any exceptions, which the Agency may, in its sole discretion, decide whether to accept or reject. Unless Applicant notes exceptions in its Application, the State intends to enter into a Grant Agreement with the successful Applicant substantially in the form set forth in the Sample Grant Agreement (Attachment A). It may be possible to negotiate some provisions of the final grant; however, many provisions cannot be changed. Applicant is cautioned that the State of Oregon believes modifications to the standard provisions constitute increased risk and increased cost to the State. Therefore, the State will consider the scope of requested exceptions in the evaluation of Applications and the Agency may, in its sole discretion, decide whether to accept or reject such exceptions.

Any Application that is conditioned upon the Agency's acceptance of any other terms and conditions may be rejected. Any subsequent negotiated changes are subject to prior approval of the Oregon Department of Justice.

In the event that the parties have not reached mutually agreeable terms within 14 calendar days of the Notice of Award, the Agency may terminate negotiations and commence negotiations with the next highest ranking Applicant.

SECTION 5: ADDITIONAL INFORMATION

5.1 GOVERNING LAWS AND REGULATIONS

This RFA is governed by the laws of the State of Oregon. Venue for any administrative or judicial action relating to this RFA, evaluation and award is the Circuit Court of Marion County for the State of Oregon; provided, however, if a proceeding must be brought in a federal forum, then it must be brought and conducted solely and exclusively within the United States District Court for the District of Oregon. In no event shall this section be construed as a waiver by the State of Oregon of any form of defense or immunity, whether sovereign immunity, governmental immunity, immunity based on the eleventh amendment to the Constitution of the United States or otherwise, to or from any claim or from the jurisdiction of any court.

5.2 OWNERSHIP/PERMISSION TO USE MATERIALS

All Applications submitted in response to this RFA become the property of the Agency. By submitting an Application in response to this RFA, Applicant grants the Agency a non-exclusive, perpetual, irrevocable, royalty-free license for the rights to copy, distribute, display, prepare derivative works of and transmit the Application solely for the purpose of evaluating the Application, negotiating a grant, if awarded to Applicant, or as otherwise needed to administer the RFA process, and to fulfill obligations under Oregon Public Records Law (ORS 192.311 through 192.478). Applications, including supporting materials, must not be returned to the Applicant unless the Application is

submitted late.

5.3 CANCELLATION OF RFA; REJECTION OF APPLICATIONS; NO DAMAGES.

The Agency may reject any or all Applications in-whole or in-part, or may cancel this RFA at any time when the rejection or cancellation is in the best interest of the Agency, as determined by the Agency. The Agency is not liable to any Applicant for any loss or expense caused by or resulting from the delay, suspension, or cancellation of the RFA, award, or rejection of any Application.

5.4 COST OF SUBMITTING AN APPLICATION

Applicant shall pay all the costs in submitting its Application, including, but not limited to, the costs to prepare and submit the Application, costs of samples and other supporting materials, costs to participate in demonstrations, or costs associated with protests.

SECTION 6: LIST OF ATTACHMENTS

- ATTACHMENT A SAMPLE GRANT AGREEMENT
- ATTACHMENT B DISCLOSURE EXEMPTION
- ATTACHMENT C APPLICATION COVER SHEET
- ATTACHMENT D BUDGET TEMPLATE WORK BOOK WITH DATA