

STATE OF OREGON



COVER PAGE

OREGON DEPARTMENT OF EDUCATION

ON BEHALF OF THE YOUTH DEVELOPMENT DIVISION (YDD)

Request for Grant Applications ("RFA")

Date of Issue: May 17, 2022

Closing Date: June 17, 2022

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TABLE OF CONTENTS

SECTION 1: GENERAL INFORMATION.....	3
1.1 PURPOSE.....	3
1.2 GRANT AMOUNT AND DURATION.....	3
1.3 ELIGIBILITY.....	3
1.4 SCHEDULE.....	4
1.5 SINGLE POINT OF CONTACT (SPC).....	5
SECTION 2: AUTHORITY AND SCOPE	5
2.1 AUTHORITY.....	5
2.2 DEFINITION OF TERMS.....	5
2.3 OVERVIEW.....	7
2.4 SCOPE OF ACTIVITIES.....	8
SECTION 3: PROCESS AND REQUIREMENTS.....	12
3.1 GRANT PROCESS	12
3.2 APPLICATION REQUIREMENTS.....	14
SECTION 4: EVALUATION	16
4.1 RESPONSIVENESS DETERMINATION	16
4.2 EVALUATION CRITERIA	16
4.3 POINT AND SCORE CALCULATIONS.....	19
4.4 RANKING OF APPLICANTS.....	21
4.5 NEXT STEP DETERMINATION.....	22
SECTION 5: AWARD AND NEGOTIATION.....	22
5.1 AWARD NOTIFICATION PROCESS.....	22
5.2 SUCCESSFUL APPLICANT SUBMISSION REQUIREMENTS.....	23
5.3 GRANT NEGOTIATION.....	23
SECTION 6: ADDITIONAL INFORMATION.....	24
6.1 GOVERNING LAWS AND REGULATIONS	24
6.2 OWNERSHIP/ PERMISSION TO USE MATERIALS.....	24
6.3 CANCELLATION OF RFA; REJECTION OF APPLICATIONS; NO DAMAGES	24
6.4 COST OF SUBMITTING AN APPLICATION.....	24
SECTION 7: LIST OF ATTACHMENTS	25
ATTACHMENT A: SAMPLE GRANT	25
ATTACHMENT B: APPLICATION	25
ATTACHMENT C: APPLICANT INFORMATION AND CERTIFICATION SHEET.....	25
ATTACHMENT D: BUDGET TEMPLATE	25
ATTACHMENT E: REGIONAL MAP.....	25
ATTACHMENT F: WORK PLAN TEMPLATE.....	25
ATTACHMENT G: SAMPLE LETTERS OF SUPPORT/PARTNERSHIP	25

SECTION 1: GENERAL INFORMATION

1.1 PURPOSE

The State of Oregon, acting by and through the Oregon Department of Education, on behalf of the Youth Development Division (YDD) (“Agency”), is issuing this Request for Grant Applications (“RFA”) with the intent to award multiple grants to Eligible Entities to support Oregon youth reengagement through the YDD Reengagement Collaborative portfolio of grants.

Reengagement Collaborative Grants (“RCG”) coordinate, develop, and expand multi-community systems of Reengagement Service providers to ensure continuous connection and service coordination in the Service Area in order to reengage in education youth ages 14-21 who left high school, or are at high risk of leaving, before earning a high school diploma or its equivalent. The goal of the RCG is to assist youth in achieving a high school diploma or its equivalency and set them on a career or educational pathway.

Reengagement Collaboratives establish and strengthen coordinated multi-community reengagement networks between schools and educational agencies, non-profits, community-based organizations, social service agencies, local government, and other youth serving entities. Reengagement Collaboratives lead to improved quality, scale, and sustainability of Reengagement programming to ensure youth achieve equitable education and career outcomes through continued secondary and post-secondary education, training, coaching, wraparound supports, and services.

Successful Applicants awarded a Grant will be eligible for startup funds not exceeding twenty-five percent (25%) of total budget.

Additional details are included in the Scope of Activities section.

1.2 GRANT AMOUNT AND DURATION

Agency anticipates the award of approximately 12 Grant Agreements (each a “Grant”) from this RFA. The initial term of each Grant is anticipated to be one (1) year from July 1, 2022 - June 30, 2023, with options to renew. Grants awarded to Eligible Entities will be up to \$120,000 each.

1.3 ELIGIBILITY

To be eligible for a Grant under this RFA, Applicants must:

- Be a current YDD 2021-2023 Reengagement Opportunity Grant recipient; or
- Have letter(s) of support from current YDD 2021-2023 Reengagement Opportunity Grant recipients in the Proposed Service Area; (for a list of current 2021-2023 ROG recipients by region, see Appendix E Regional Map); or
- Propose to serve a Service Area within a Regional Solutions Region that does not currently have any YDD 2021-2023 Reengagement Opportunity Grant (ROG). (For the list of the three regions with no current ROG recipients, see Appendix E Regional Map).

Each Organization is limited to one application. An Organization is defined as entity registered with the Oregon Secretary of State.

1.3.1 Eligible Entity

To be eligible for a Grant under this RFA, Applicants must provide a Reengagement Collaborative to develop, expand, and coordinate Reengagement Services under the Statewide Reengagement System and be one of the following entities as described in OAR 423-160-0007:

- School district;
- Public charter school;
- Educational Service Districts;
- Federally recognized Tribes;
- Local Workforce Development Boards;
- County and Municipal Governments and Agencies;
- Community Colleges;
- Alternative Schools (including private alternative schools);
- Community-Based Organizations; or
- Non-Profit Organizations.

An entity that does not meet one of the above listed criteria may submit a request to the Single Point of Contact (SPC) no later than May 31, 2022 at 1:00 PM. This request will be forwarded to the Agency Director to determine if the request conforms to the goals of the Oregon Youth Reengagement System (as defined in Section 2.2 and further described in Section 2.3.2), and, if approved, the entity will be designated as eligible.

1.4 SCHEDULE

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

Event	Date	Time
Pre-Application conference	May 25 th , 2022	1:00 PM
Questions/ requests for clarification due	May 31 st , 2022	1:00 PM
Ineligible entity appeal due to SPC (Section 1.3)	May 31 st , 2022	
Answers to questions/ requests for clarification issued (approximate)	June 7 th , 2022	
Request to Change Region to SPC (Section 4.4.1.1)	June 7 th , 2022	1:00PM
Closing (Applications due)	June 17 th , 2022	1:00PM
Issuance of notice of award (approximate)	July 15 th , 2022	

1.5 SINGLE POINT OF CONTACT (SPC)

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

SECTION 2: AUTHORITY AND SCOPE

2.1 AUTHORITY

Agency is issuing this RFA pursuant to its authority under ORS 417.859 and OAR 423-160-0011.

2.2 DEFINITION OF TERMS

For the purposes of this RFA, capitalized words will refer to the following definitions:

- “Addendum” or “Addenda” means an addition to, deletion from, a material change in, or general interest explanation of this RFA.
- “Affinity Group” in education means a group which brings together students who share something in common not commonly valued or included in educational settings in order to support, validate, empower, and ensure inclusion for improved educational outcomes, (e.g., first generation college students, youth who are homeless, etc.)
- “Applicant” means an entity who submits an Application in response to this RFA.
- “Application” means a written response to this RFA.
- “Closing” means the date and time specified in this RFA as the deadline for submitting Applications.
- “Eligible Youth” is a person who meets one (1) of the following criteria:
 - a) Youth ages 14-21 who are defined as a dropout under ORS 339.505, and not exempt from attending public school under ORS 339.030; or
 - b) Youth ages 14-21 who are referred by any of the following: Oregon Youth Authority, Department of Human Services, juvenile court judges, county juvenile departments, federally recognized tribes, school districts, or education service districts; or
 - c) Youth ages 14-21 who are not enrolled in school, and have not earned a high school diploma or GED; or
 - d) Youth ages 16-21 who are enrolled in a public high school, initially enrolled in high school one or more years prior, and have earned 3 or more credits fewer than the expected number of credits to be earned based on the duration of enrollment.
- “Evaluation Committee” means the group of people who will evaluate and score Applications submitted in response to this RFA.

- “Key Performance Measures” (“KPM”) are the critical outcomes reported by Reengagement Programs, used as primary indicators for performance and success of a Reengagement Program.
- “Oregon Youth Reengagement System” and “Statewide Youth Reengagement System” (collectively a “System”) means the comprehensive reengagement efforts carried out, coordinated, supported, and monitored by the Youth Development Division, as established by ORS 417.859, and further clarified in OAR 423-160-0009.
- “Oregon Youth Reengagement Fund” refers to the fund from which Reengagement Grants awards are disbursed, as established by ORS 417.859, and further clarified in OAR 423-160-0011 and OAR 581-017-0651 through 581-017-0653.
- “Post-Secondary Access” means youth participation in post-secondary educational activities, such as enrollment in a college or dual-credit course, or in a post-secondary certification program (such as a registered apprenticeship, or other skilled trade certificate program).
- “Proposed Service Area” or “Service Area” is the geographic region in which a Reengagement Collaborative proposes to provide services. Proposed Service Area must be defined by established jurisdictional or geographic boundaries, or combination of, such as counties, School Districts, Educational Service Districts, or Tribal Nations.
- “Proposed Service Population” is the youth population to be served by the Reengagement Collaborative.
- “Reengagement” refers to the reconnection of Eligible Youth with education, training, and other services to support the youth in the completion of their high school diploma or high school equivalency credential.
- “Reengagement Collaborative” or “Collaborative” refers to a Reengagement Program serving as a backbone entity which coordinates multi-community, cross-sector partnership networks of Reengagement Service providers who deliver a full spectrum of Reengagement Services in the Proposed Service Area. Reengagement Collaboratives expand Reengagement programming and access to Reengagement Services for Eligible Youth across the Proposed Service Area. (Further defined in Section 2.4: Scope of Activities).
- “Reengagement Partner” is an entity that collaborates with the Applicant to deliver the Reengagement Services in the Proposed Service Area. Reengagement Partners may or may not receive YDD Reengagement Funds. Reengagement Partners may include but are not limited to:
 - K-12 educational institutions, including public, charter, private alternative schools, and GED programs
 - School Districts
 - Education Service Districts
 - Youth-serving community-based organizations
 - Youth-serving non-profit organizations
 - Community colleges
 - Local workforce development boards

- Workforce development and training programs
 - Counties
 - Cities
 - Child care centers
 - Coordinated Care Organizations
 - Local public health offices
 - DHS field offices
 - Federally Recognized Tribes
 - Other community-based family and peer support organizations important to the Applicant and the Proposed Service Population. (For example: drug and alcohol programs, mentoring programs, housing programs, community action coalitions, food banks, faith communities, etc.)
- “Reengagement Program” means a reengagement program as defined by ORS 417.859, and further clarified in OAR 423-160-0007 and 423-160-0009.
 - “Reengagement Services” refers to the range of services including but not limited to outreach services; Educational Services; one-on-one case management, advocacy, academic and career coaching; college and career services, access to Workforce Development, post-secondary education and training; barrier removal and supportive services; and transition to career/college services. (Further defined in Section 2.4: Scope of Activities).
 - “Soft skills” are interpersonal skills and other non-technical skills necessary to be successful in work, e.g., leadership skills, teamwork, communication skills, flexibility and adaptability, resolving conflicts, work ethic, etc.
 - “State” means the state of Oregon.
 - “Work Plan” identifies the activities, outcomes, deliverables, funding, and other details of the work to be performed under the Grant Agreement.

2.3 OVERVIEW

2.3.1 YOUTH DEVELOPMENT DIVISION (YDD)

The YDD functions under the direction and control of the Youth Development Council (YDC) and the YDD Director. The YDC (ORS 417.847) provides direction to the YDD (ORS 417.852) and coordinates a unified and aligned system that provides services to school-age youth aged 6 through 24.

In 2019, the Oregon State Legislature passed HB 3427, also known as the Student Success Act, which called for a significant investment in education initiatives, including the establishment of a Statewide Youth Reengagement System and Reengagement Fund to be administered by the YDD. Through Oregon Revised Statute (ORS) 417.859, parameters of the Reengagement System and grants to be awarded are established which have been further detailed in Oregon Administrative Rules (OAR) adopted by the State Board of Education (OARs 581-017-0651, 581-017-653, and 581-017-655) and the YDC (OARs 423-160-0001 et seq.).

2.3.2 GOALS

Successful Applicants will become participants in the Reengagement System and work to build reengagement networks throughout Oregon. The overarching goals of the Reengagement System are as follows:

- *Reconnection to education with supports.* Reengaging youth who are disconnected or at high risk of disconnecting from high school before earning a diploma or completing a GED credential, through targeted outreach to out of school youth, reconnection with Educational Services programming, and supports to aid retention.
- *High school completion with supports.* Delivery of specialized education, training, and/or support services that lead to high school graduation and GED completion for reengaged youth in order to increase the number of graduates and completers.
- *Strengthened and supported career pathways and post-secondary education and training.* Providing innovative, trauma-informed, cross-sector programming that meets youth where they are; providing education, training, coaching, and supports that meet each young person's individual needs; and supporting the identification and achievement of their educational and career goals, including access to post-secondary education and training.
- *Collaboration networks.* Building collaboration and connections between schools and educational agencies, non-profits, community-based organizations, social service agencies, local government, and other youth serving entities in order to reduce disconnection and create opportunities and positive outcomes for youth.

The Reengagement System provides outreach to and serves youth ages 14-21 who have left school without a high school credential. Youth who are at high risk of leaving school and meet one of the four eligibility criteria (defined in Section 2.2 Definitions) may also be served based on program established need for targeted Reengagement Services not available to all youth.

Throughout Oregon, the number and needs of youth in each county and region will vary, as will the community resources serving these youth. Agency will award grants based on the evaluation criteria detailed in this RFA and will also use an approach that will achieve geographic distribution of grants to Eligible Entities across the State.

2.4 SCOPE OF ACTIVITIES

The Applicant will develop, expand, and coordinate multi-community systems of comprehensive Reengagement Services from reconnection through transition to a career/educational pathway across the Service Area.

The Applicant must demonstrate knowledge of local communities and engage in community-based effort to serve the community.

2.4.1 Proposed Service Area

2.4.1.1 Service Area Requirement

The Proposed Service Area must serve and/or connect at least two or more counties, two or more school districts, two or more geographic regions defined by established jurisdictional or geographic boundaries, or combination of, and/or two or more agencies within a Federally-Recognized Tribe or Tribes. (See Service Area definition in Section 2.2.)

2.4.2 Required Reengagement Services

All applicants must describe how they will accomplish **both** of the following:

2.4.2.1 Coordination of Reengagement Services

A successful Applicant must demonstrate the capacity and will be required to develop/expand and coordinate the following Reengagement Services for Eligible Youth across the entire defined Service Area:

- **Outreach Services** including: identification and contact of youth who left school prior to achieving a high school diploma or its equivalent; referral services; culturally specific and trauma-informed engagement; and ongoing retention support for Eligible Youth;
- **Educational Services** which deliver specialized education, training, and/or support services that are structured and lead to high school graduation and GED completion for reengaged youth including: credit-bearing, diploma-track high school education; academic remediation; credit recovery; GED Options and other GED preparation and testing; and Post-Secondary Access;
- **One-on-one academic and career coaching, and/or case management;**
- **College and Career Services** including: access to Workforce Development training; post-secondary education and training; college and career readiness; Soft Skills training; internship placement; job placement; and career and technical education;
- **Supportive Services** such as mental health counseling, substance abuse counseling, navigation and connection to social services, childcare, transportation assistance, housing assistance, basic needs assistance, and Affinity Groups;
- **Transition to Career or College or both types of Services** to program participants who have earned a diploma or GED credential while enrolled in a 2021-2023 Reengagement Program supported by Agency and determined to fit within the Scope of Activities of this RFA.

2.4.2.2 Capacity Building to Increase Access to Reengagement Services

To demonstrate increased access and opportunity for youth, a successful Applicant must deliver on **one** of the following:

- Adding new Reengagement Services (as defined in Section 2.4.2) or expanding current Reengagement Services,
- Adding or expanding Reengagement Services to new communities,

- Developing and sustaining a system to locate and serve out-of-school youth currently not being reached, or
- Developing and sustaining a framework (the support structure/resources/etc.) to ensure reengaged youth enter and stay on a career/educational pathway through career/college support and navigation after completing a high school credential.

2.4.3 Reengagement Collaborative Partnerships

All applicants must describe how they will accomplish **both** of the following:

2.4.3.1 Coordination of Reengagement Partnerships

To align and increase access to youth reengagement programming/services across the Proposed Service Area, a successful Applicant will be required to but not limited to:

- Establish and support continuous connection and service coordination across the youth service providers within the designated Service Area, and actively seek to connect/engage all youth service programs/providers within the Service Area, ***and***
- Bring area youth service providers together to work on reengagement for out-of-school youth from reconnection through entry onto a career or college pathway, ***and***
- Assess and address needs/gaps in programming for reengaged youth from reconnection through transition and bring in new partnerships to establish/expand and strengthen service delivery for reengaged youth from reconnection through transition.

2.4.3.2 Cross-Sector Partnerships

Applicants must demonstrate the capacity to and will be required to support a collaborative process among Reengagement Services and other youth service delivery providers across the education (secondary and post-secondary), workforce development, social/human service sectors and other partners in the Proposed Service Area. Tribal agencies within one (or more) Federally-Recognized Tribe are considered “cross-sector” for the purposes of this grant.

Cross-sector coordination of youth services/Reengagement Partnerships in the Proposed Service Area includes and is not limited to:

- Expanding coordination of youth service providers in a Proposed Service Area with existing reengagement efforts, ***or***
- Establishing coordination of Reengagement Services among youth service providers in a Regional Solutions Region with current YDD Reengagement Funds, ***or***
- Developing coordination of Reengagement Services among youth service providers to serve new communities in a Regional Solutions Region without current YDD Reengagement Funds.

(See Section 2.4.2 Required Reengagement Services) (See Section 2.2 Definitions for examples of Reengagement Program Partners.) (See Appendix E Regional Map)

2.4.4 High School Completion Educational Services with Career/ Educational Pathways

A successful Applicant must ensure that coordinated service delivery for reengaged youth in the Service Area includes (a) high school completion Educational Services to fulfill the Educational Services described in Section 2.4.2 and (b) transitions to post-secondary career or educational pathways to strengthen post-secondary pathways for reengaged youth also described in Section 2.4.2.

2.4.5 Participant Verification Requirements

A successful Applicant will be required to monitor, track, and verify individual participant eligibility and information, including, but not limited to: Eligible Youth verification; tracking of participant educational progress; and individual-level participant data report, using reporting methodology prescribed by Agency. (See Eligible Youth criteria in Section 2.2 Definitions).

A successful Applicant is required to demonstrate how the establishment or expansion of Reengagement Collaborative programming increases access to Reengagement Services for youth, particularly those most impacted by disparities in educational outcomes and/or barriers to educational opportunity and success.

2.4.6 Reporting Requirements

A successful Applicant will be required to submit regular reports that detail program progress and performance. Bi-annual and quarterly reports will be due within 30 days of the end of the quarter (or on the date designated by Agency for report submission). Grantee will address all clarifying questions and make any necessary corrections in a prompt manner. Reports must be received and approved for grant reimbursement claims to be processed.

- Bi-annual Narrative Reports indicating progress on outcomes and including a budget narrative;
- Quarterly Expenditure Reports detailing all expenses associated with the Grant using funds for allowable expenses and services, and maintaining required financial records; and
- Bi-annual Data Reports on Project outcomes that captures information such as demographic and output data (individual level and aggregate level, as needed), including but not limited to KPMs.

2.4.7 Communication and Collaboration Requirements

At a minimum, a successful Applicant will be required to:

- Participate in regular conversation with the Agency Staff to share successes, troubleshoot barriers, and to create a feedback loop between the Agency and other Reengagement Programs;
- Participate in a quarterly program monitoring, which may include site visit, virtual conference, or other means;
- Provide input and feedback to Agency on data collection tools, including sharing methodology for collection of data, coordinating the collection of data, maintaining regular

communication with Agency, including recurring learning discussions, and provide feedback on functionality of data collection tools for improvement; and

- Facilitate participant survey/evaluation of the Reengagement Collaborative on an annual basis, under guidance from Agency.

2.4.8 Convening Professional Learning in Service Area Requirements

A successful Applicant will be required to lead collaborative professional learning conversations or convening with Reengagement Programs in the Service Area in support of network-wide learning, troubleshooting, decision-making, continuous system improvement, and to inform policy priorities.

Agency may, at its sole discretion, require a successful Applicant to undertake additional tasks within the scope of this RFA.

SECTION 3: PROCESS AND REQUIREMENTS

3.1 GRANT PROCESS

3.1.1 Public Notice

The RFA, including all Addenda and attachments, is published on Agency's website at <https://www.oregon.gov/youthdevelopmentdivision/reengagement>. RFA documents will not be mailed to prospective Applicants.

Agency will advertise all Addenda on its website. Prospective Applicants are solely responsible for checking Agency's website to determine whether any Addenda have been issued. Addenda are incorporated into the RFA by this reference.

3.1.2 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;
- Reference the RFA number;
- Identify Applicant's name and contact information;
- Refer to the specific area of the RFA being questioned (e.g., page, section, paragraph number, etc.); and
- Be received by the due date and time for questions/ requests for clarification identified in the Schedule.

3.1.3 Information Session

A pre-recorded RFA Information Session will be posted at the date and time listed in the Schedule (Section 1.4). A link to the session will be posted to the Agency's website at: <https://www.oregon.gov/youthdevelopmentdivision/reengagement>.

The purpose of the RFA Information Session is to:

- Explain the RFA process; and

Statements made at the RFA Information Session are not binding upon Agency.

3.1.3.1 Attendance at Information Session

Applicants' participation in this information session is highly encouraged but not mandatory.

Details for the pre-recorded session will be posted on Agency website:

<https://www.oregon.gov/youthdevelopmentdivision/reengagement>

3.1.4 Application Due Date

Applications and all required submittal items must be received by the SPC via Agency's SM Apply application web portal on or before Closing. Applications received after Closing will not be accepted. All Application modifications or withdrawals must be completed prior to Closing.

Applications received after Closing are considered LATE and will NOT be accepted for evaluation.

3.1.5 Application Submission

Applicant is solely responsible for ensuring its Application is received by the SPC via SM Apply in accordance with the RFA requirements before Closing. Agency is not responsible for any delays by transmission errors or delays or mistaken delivery. Consider contacting the SPC by phone to confirm receipt. Be sure to allow time for resubmission before Closing. Applications submitted by any means not authorized may be rejected. The following submission option is permitted for this RFA:

Survey Monkey Apply (SM Apply)

The Agency's Application is found on the Agency's Survey Monkey Apply application web portal ("SM Apply"). Following is the website address: <https://oregonyouth.smapply.io>

Applicant can also access SM Apply through Agency's website at

<https://www.oregon.gov/youthdevelopmentdivision/reengagement> following the link for SM Apply.

Potential Applicants are strongly encouraged to register for a username and password as soon as possible after the publication of this RFA. To use Agency's SM Apply, all Prospective Applicants must first request a profile at: <https://oregonyouth.smapply.io>

Agency will provide instructions on how to use the SM Apply on the Agency's website.

Potential Applicants are strongly encouraged to read the instructions as soon as possible after the publication of the RFA.

NOTE: SM Apply will identify the specified format(s) for each specific attachment. If a PDF is specified, it must be text-readable (also referred to as text-searchable). A PDF document may contain an illustration, chart, or graphic.

3.1.6 Modification or Withdrawal of Applications

Any Applicant who wishes to modify or withdraw an Application already received by Agency must do so prior to Closing. Applicant must submit its modification or request to withdraw to the SPC using the manner listed in the Application Submission section. Modifications must denote the specific change(s) to the Application submission. All requests must reference the RFA number.

3.1.7 Application Rejection

Agency may reject an Application for any of the following reasons:

- Applicant fails to substantially comply with all prescribed RFA procedures and requirements;
- 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 initiates inappropriate contact with the SPC;
- Applicant attempts to inappropriately influence a member of the Evaluation Committee; or
- Application is conditioned on 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.

3.2 APPLICATION REQUIREMENTS

Within SM Apply, the Applicant must address each of the items listed in this section and must follow all other requirements set forth in this RFA. An Application that merely offers to fulfill the RCG program will be considered non-responsive to this RFA and will not be considered further.

3.2.1 Application Narrative

Applicant must complete and submit a response to all seven (7) questions and all sub-bullets in the questions. (See Attachment B: Application). The individual responses must not exceed the word count limitation as noted for each question.

Applicant should use definitive verbs in the Application Narrative to describe what Applicant "will" do rather than aspirational verbs such as "hopes", "expects", "intends", "plans", or similar verbs that do not express a firm commitment to undertake a specific action.

3.2.2 Budget

Applicants must complete and submit a detailed budget that clearly identifies reasonable costs associated with the proposed program by uploading a MS Excel file into the SM Apply Application. A list of budget categories' definitions and an example of budget template can be found in Attachment D.

NOTE: Administrative costs, including indirect costs, are allowable up to 15% of the Applicant's total budget, or federally negotiated indirect rate, whichever is greater.

Agency, at its sole discretion, may disburse up to twenty-five percent (25%) of Grant Funds in advance if Applicant demonstrates a compelling need in the Budget Narrative.

3.2.3 Executive Summary (50-word limit)

Applicant must provide a short description of proposed RCG program.

3.2.4 Proposed Service Area (50-word limit)

Applicant must define a Proposed Service Area and include estimate of total number of youth from Service Area to enroll in Reengagement Services. (See Section 2.2 Definition and Section 2.4.1.)

3.2.5 Eligible Youth Verification (50-word limit)

Applicant must describe how Applicant will monitor and verify Eligible Youth as defined in Section 2.2 and track educational progress.

3.2.6 High School Completion Educational Services Description with Career/Educational Pathways (50-word limit)

Applicant must describe how Applicant will ensure (a) access to high school completion classes (either for earning a high school diploma or a GED credential) and (b) transitions to post-secondary career or educational pathways to strengthen post-secondary pathways for reengaged youth, as described in Section 2.4.2.

3.2.7 Applicant Information and Certification Sheet

Applicant must complete and submit the Applicant Information and Certification Sheet (See Attachment C).

All Applications are public record and are subject to public inspection after Agency issues the notice of award.

3.2.8 Partnership Documentation at Application

The Applicant must identify at least two (2) Reengagement Partners (See Section 1.3 and Section 2.4.3) in the Proposed Service Area that will participate in the Applicant's Reengagement Collaborative. In SM Apply, Applicant must upload the partnership documents, (e.g., Letter of Support for the Reengagement Collaborative, Memorandum of Understanding (MOU), or similar documentation), according to these guidelines:

- In Proposed Service Areas which include two (2) or more 2021-2023 Reengagement Opportunity Grant (ROG) recipients, Applicants must upload at least two (2) Letters of Support from current 2021-2023 ROG recipients in the Service Area.
- In Proposed Service Areas which include one (1) 2021-2023 Reengagement Opportunity Grant (ROG) recipient, Applicants must upload one (1) Letter of Support from the current 2021-2023 ROG recipient in that Service Area and at least one (1) Letter of Support from youth serving organizations in the Service Area.

- In Proposed Service Areas without current 2021-2023 Reengagement Opportunity Grant (ROG) recipients, Applicants must upload at least two (2) Letters of Support from youth serving organizations in the Service Area.

Attachment G Sample Letters of Support/Partnership is provided as an example document that could be used to fulfill this requirement. The Letters of Support/Partnership for the Reengagement Collaborative must describe the roles and responsibilities of the partners.

SECTION 4: EVALUATION

4.1 RESPONSIVENESS DETERMINATION

Applications received prior to Closing will be reviewed for responsiveness to all RFA requirements. 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 by Agency; however, Agency may waive minor mistakes in its sole discretion.

4.2 EVALUATION CRITERIA

Responsive Applications meeting the requirements outlined in the Application Requirements section will be evaluated by an Evaluation Committee. Evaluators will assign a score of 0 to 4 for each evaluation criterion listed below in this section.

Each Applicant will be scored on how well the Applicant's responses to Evaluation Items 1-7 detailed below demonstrate the Applicant's ability to meet the requirements described in Section 2.4 and to implement successfully the RCG.

In the event that the number of applicants, and associated budgets, do not exceed the funds available for this grant program, Agency, at its sole discretion, may conduct a less formal evaluation of the Applications meeting the requirements outlined in the Application Requirements section.

SPC may request further clarification on submitted responses 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.

SCORING RUBRIC
EXCELLENT – Response meets all requirements specified in the directions and demonstrates thoroughness through use of specific examples • Response provides all required information in a thorough manner • Response demonstrates that the Applicant has a complete understanding of the requirements addressed by the question • Response demonstrates that the Applicant possesses capacity, expertise, and/or strengths to meet or exceed expectations addressed in question
ADEQUATE - Response meets most requirements specified in the directions and demonstrates an understanding • Response provides most required information • Response demonstrates that the Applicant understands the requirements addressed by the question • Response demonstrates that the Applicant possesses sufficient capacity, expertise, and/or strengths to meet the expectations addressed in the question
INCOMPLETE - Response meets some requirements specified in the directions • Response provides some required information • Response demonstrates that Applicant has some understanding of the requirements addressed by the question • Response demonstrates that the Applicant possess some capacity, expertise, and/or strengths to meet expectations as addressed in the question
INADEQUATE - Response does not address the question’s requirements • Response provides little or no required information • Response demonstrates that the Applicant has limited or no understanding of the requirements addressed by the question • Response does not demonstrate that the Applicant possesses the capacity, expertise, or strengths to meet program expectations as addressed in the question
NONANSWER • Placeholder text/random keystrokes (text cannot be discerned as a response to the question) • No response/answer field left blank

The Evaluation Items including word limit and possible points per criterion follow:

4.2.1 Evaluation Item 1: Youth Population (400 word limit)

- Describe the population of Eligible Youth (as defined in Section 2.2 Definitions) in the Proposed Service Area who will be served through the proposed Reengagement Collaborative. Include demographics, age range served, and any other information that describes the population served.
- Identify factors or characteristics that create barriers to positive educational and/or career outcomes, or otherwise impact the well-being of the youth in the Proposed Service Area served by this Reengagement Collaborative. Provide information and data specific to population and/or community to be served in the Proposed Service Area, including disparity data.

4.2.2 Evaluation Item 2: Service Area (300 word limit)

- Briefly and clearly specify the Proposed Service Area (as defined in Section 2.2 Definitions and further clarified in Section 2.4.1) for youth served through this Grant Application. You may use a combination of jurisdictional and geographical boundaries (county, city, school district, etc.).
- Describe why the applicant is uniquely positioned to improve outcomes for Eligible Youth within this Service Area.

4.2.3 Evaluation Item 3: Program Services and Activities (500 word limit)

- Describe how the Reengagement Collaborative model chosen will address the needs of the population served in the Proposed Service Area with attention to barriers and disparities described in Evaluation Item 1.
- Describe how you will meet the requirements (as described in Section 2.4 Scope of Activities) to ensure that the Reengagement Services (as described in Section 2.4.2) in the Proposed Service Area are connected and continuous and youth are able to access services without barriers. Identify which Reengagement Partners will be responsible for delivering each Reengagement Service. (Reengagement Partners are defined in Section 2.2 Definitions and further described in Section 2.4.3)
- Specifically, describe how the Reengagement Collaborative will identify and contact youth who have already left school. What are the referral sources and services, culturally specific and trauma informed engagement, and ongoing retention efforts the Reengagement Program will use to support out of school youth. (See Section 2.2 Definitions for definition of Reengagement Collaboratives and further description and requirements under Section 2.4 Scope of Activities)
- How have/do these services and activities impact outcomes for youth?

4.2.4 Evaluation Item 4: Equity and Voice (400 word limit)

- Identify culturally responsive and/or community specific approaches embodied within the Reengagement Collaborative and the Reengagement Services being provided.
- How are staff and partners – particularly individuals providing direct service – reflective of the youth and/or community served? What experiences or training give them an understanding of the population served?
- How does the Reengagement Collaborative ensure safe, affirming, and inclusive spaces for all participants?
- Describe the role that youth, families, and the community play in the design, decision making, and evaluation of programming.

4.2.5 Evaluation Item 5: Organization Description (300 word limit)

- Describe your organizational and staff capacity to lead cross-sector, collaborative efforts.
- Briefly explain your organization’s experience and effectiveness in serving youth who have or are at risk of disengaging from school.
- Describe your organizational and staff capacity to collect, manage, and report complex and sensitive data.
- Describe your organization’s and staff capacity to track and evaluate progress of Reengagement Partners/the Reengagement Collaborative’s impact.

4.2.6 Evaluation Item 6: Reengagement Partnerships and Coordination of Service Delivery (500 word limit)

- Describe how the Reengagement Collaborative will actively coordinate a broad cross-sector effort, such as partners from Education (secondary and post-secondary), Workforce Development, Human and Social Services, Healthcare, Justice, Housing, and Local Government sectors (See Reengagement Partners defined in Section 2.2 and further described in Section 2.4.3).
- Describe the relationship between the Reengagement Partners across sectors in the proposed Reengagement Collaborative in the Service Area. Describe the role each Reengagement Partner will play in the Reengagement Collaborative, including key partnerships and links between services leading to outcomes for reengaged youth.
- Include plans for convening partners, facilitating communication, ensuring efficient and effective service delivery, and managing data collection/reporting in order to strengthen the Reengagement Services in the Proposed Service Area.
- Provide supporting evidence of the relationship and commitments to partner through uploading partnership documentation. Follow the minimum requirements for the Letters of Support described in Section 3.2.8 Partnership Documentation at Application.

4.2.7 Evaluation Item 7: Budget Narrative (300 word limit)

- Provide a budget narrative and explain or justify the estimated costs by line item or category in the Proposed Budget provided with this Application. Explain how the costs associated with each line item or category relate to the implementation of the program and / or services as outlined in the Application being submitted, including roles and responsibilities for any staff funded by the Grant. Include how equity, diversity, and inclusion are reflected in your budget. Write the budget narrative in such a way that someone not specifically familiar with the RCG program can conceptually understand the rationale, purpose, and calculation of the anticipated costs identified.

4.3 POINT AND SCORE CALCULATIONS

Scores are the values (0 through 4) assigned by each evaluator.

Points are the total possible values for each section as listed in each Evaluation Item above.

4.3.1 Weighted Scoring

Each Evaluation Item is assigned a weighed percentage (as listed in Table 1) then multiplied by the score allocated to calculate the points received:

$$(Evaluator Score \times Weight Score \times 100) = Point$$

TABLE ONE

<i>Evaluation Item</i>	<i>Word Limit</i>	<i>Maximum Evaluator Score Possible</i>	<i>Weight</i>	<i>Multiplier</i>	<i>Maximum Points Possible</i>
1 Youth Population	400 word limit	4	.15	x100	60
2 Service Area	300 word limit	4	.10	x100	40
3 Program Services and Activities	500 word limit	4	.20	x100	80
4 Equity and Voice	400 word limit	4	.15	x100	60
5 Organization Description	300 word limit	4	.10	x100	40
6 Reengagement Partnerships & Letters of Support	500 word limit+ letters uploaded	4	.20	x100	80
7 Budget Narrative	300 word limit+budget uploaded	4	.10	x100	40
Total Points					400

4.3.1.1 Calculation Example

Example of Evaluator scores:

<i>Evaluation Item</i>	<i>Score (0-4 possible)</i>	<i>Weight</i>	<i>Points</i>
1 Youth Population	3	.15	45
2 Service Area	4	.10	40
3 Program Services and Activities	3	.20	60
4 Equity and Voice	3	.15	45
5 Organization Description	2	.10	20
6 Reengagement Partnerships & Letters of Support	2	.20	40
7 Budget Narrative	3	.10	30
Total Points			280

4.3.2 Scoring for Federally Recognized Tribal Applicants

An Applicant that is a Federally Recognized Tribe will have a 20% multiplier added to the points received from scoring of the evaluation items. The multiplier calculation is as follows:

$$\text{Total Points from Evaluation} \times 1.2 = \text{Final Application Score}$$

4.3.3 Scoring for Priority Regions

An Applicant from a Priority Region will have a 20% multiplier added to the points received from scoring the evaluation items. The multiplier calculation is as follows:

$$\text{Total Points from Evaluation} \times 1.2 = \text{Final Application Score}$$

- **South Coast Region:** Coos, Curry, and Douglas Counties
- **South Valley / Mid Coast Region:** Benton, Lane, Lincoln, and Linn Counties
- **Greater Eastern Oregon Region:** Gilliam, Grant, Harney, Malheur, Morrow, Umatilla, and Wheeler Counties

4.4 RANKING OF APPLICANTS

The SPC will total the points for each Application. The final Application score is the average score, determined by the sum of all evaluators' weighted scores divided by total number of evaluators per Application.

Grant funds will be awarded to Applicants in a two-step process as described below:

Step 1: Highest scored Application that meets the minimum score requirement per region (see Regional Map in Attachment E) will be awarded a grant. There are eleven (11) regions.

In the event that no Application in a defined region meets the minimum scoring requirement, or if no valid Applications are received from a region, the Agency may decline to award any Grants in that region.

Step 2: The remaining Applications will then collectively be ranked highest scored to lowest scored. Grants will be awarded starting from the highest scored Applicant to the lowest scored Applicant until the available programs funds are allocated.

4.4.1 Regional Assignment of Applications

Agency will use Attachment E Regional Map to assign each Applicant a region based on the Applicant's established business address.

4.4.1.1 Request to Change Region

If an Applicant's business address is in a different region than its service location, the Applicant may submit supporting documentation to the SPC for Agency review and consideration for placement into a different region. Applicant must submit the request to change region no later than June 7th, 2022. The support documentation must clearly demonstrate the Applicant's established and current work in the region that it is requesting.

An Applicant that is requesting a change to region and is new to serving the region must provide the address of the service location(s) and an explanation/evidence of new services to the area. Applicants requesting this alternative placement will be notified of the region into which they will be placed prior to the scoring of their Application.

4.5 NEXT STEP DETERMINATION

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

- Establishing a competitive range
- Presentations/ demonstrations/ additional submittal items
- Interviews

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

SECTION 5: AWARD AND NEGOTIATION

5.1 AWARD NOTIFICATION PROCESS

5.1.1 Award Consideration

Agency, if it awards a Grant, will provide a notice of award of a Grant to the highest-ranking Applicant(s) based upon the scoring methodology and process described in the Evaluation section including additional consideration on regional distribution (see Section 4.4.1). Agency, at its sole discretion, may partially fund an Applicant's request. Agency will negotiate with applicant to determine the revised scope and budget. Upon completion of revised scope of work Agency, at its sole discretion, may award additional funds for completion of work which must have been listed in applicant's initial application.

AGENCY RESERVES THE RIGHT TO NOT SELECT ANY OR ALL APPLICANTS UNDER THIS RFA IF AGENCY DETERMINES IN ITS SOLE DISCRETION THAT A SELECTION SHOULD NOT BE MADE.

5.1.2 Notice of Award

Agency will notify all Applicants in writing that Agency intends to award a Grant to the selected Applicant(s) subject to successful negotiation of any negotiable provisions.

5.2 SUCCESSFUL APPLICANT SUBMISSION REQUIREMENTS

5.2.1 Business Registry

If selected for award, Applicant must be duly authorized by the State of Oregon to transact business in the State of Oregon before executing the Grant. The selected Applicant must 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. For more information, see Oregon Business Guide, How to Start a Business in Oregon and Laws and Rules: <http://www.filinginoregon.com/index.htm>.

5.2.2 Insurance

Prior to execution of a Grant, the apparent successful Applicant must secure and demonstrate to Agency proof of insurance coverage meeting the requirements identified in the RFA 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.

5.2.3 Taxpayer Identification Number

The apparent successful Applicant must provide its Taxpayer Identification Number (TIN) and backup withholding status on a completed [W-9 form](#). Agency will not disburse any Grant funds until Agency has a properly completed W-9.

5.2.4 Work Plan

In consultation with Agency, after award of Grant Agreement, the successful Applicant will develop a Work Plan for the launch and operation of the RCG Program. (See Attachment F Work Plan Template: template is not finalized but is provided as an example.)

5.3 GRANT NEGOTIATION

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

Any Application that is conditioned upon 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 the parties have not reached mutually agreeable terms within 30 calendar days, Agency may terminate negotiations and commence negotiations with the next highest-ranking Applicant.

SECTION 6: ADDITIONAL INFORMATION

6.1 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, or 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.

6.2 OWNERSHIP/ PERMISSION TO USE MATERIALS

All Applications submitted in response to this RFA become the property of Agency. By submitting an Application in response to this RFA, Applicant grants the State 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).

6.3 CANCELLATION OF RFA; REJECTION OF APPLICATIONS; NO DAMAGES

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 State or Agency, as determined by Agency. Neither the State nor Agency is 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.

6.4 COST OF SUBMITTING AN APPLICATION

Applicant must 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 7: LIST OF ATTACHMENTS

ATTACHMENT A: SAMPLE GRANT

ATTACHMENT B: APPLICATION

ATTACHMENT C: APPLICANT INFORMATION AND CERTIFICATION SHEET

ATTACHMENT D: BUDGET TEMPLATE

ATTACHMENT E: REGIONAL MAP

ATTACHMENT F: WORK PLAN TEMPLATE

ATTACHMENT G: SAMPLE LETTERS OF SUPPORT/PARTNERSHIP