



**Illinois
State Board of
Education**



Career Connections Conference Grant

**FY2020 Request for Proposal (RFP)
Technical Assistance Webinar**

**Kim Barnes-Cummins
CTE Specialist**

July 29, 2019

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A recording of this webinar will be posted.



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Program Description

- » Career and Technical Education (CTE) state leadership grant
- » Delivers CTE conferences in two different geographical regions of the state.



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Career and Technical Education

Educational instruction and activities that, when aligned, provide rigorous academic content, relevant technical knowledge, and skills that prepare students for careers or further education leading to careers in current or emerging occupations that include high-skill, high-wage and *(or)* in-demand business and industry sectors.



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» In addition:

- > Concurrently aligned opportunities that meet state core academic learning standards
- > Provide for mastery of technical skill attainment/post-secondary credential:
 - ✓ Industry recognized credential
 - ✓ Certificate
 - ✓ Associate degree





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Furthermore, CTE includes:

- » **Competency-based, work-based, or other applied learning that supports**
 - > Academic knowledge, higher-order reasoning, and problem-solving skills
 - > Development of work attitudes and employability skills





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Grant Award

- » One grant award for FY2020
- » Not to exceed \$250,000
- » No cost share or matching requirement
- » Additional funding information is located on page 8 of the RFP





Grant Period

- » Begins no sooner than July 1, 2019
- » Extends from the execution date of the grant until June 30, 2020
- » Funding for subsequent years are contingent upon
 - > Sufficient appropriations for the program
 - > Satisfactory progress/evaluation of the preceding grant period





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Eligible Applicants

- » Administrative agencies of regional vocational systems formed under a cooperative agreement
- » Public community colleges
- » *Technical institutes** operated by state universities
- » State agencies who have administrative control/direction of a program of vocational education





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Question:

How is Technical Institute operated by state universities defined?

Answer:

- » a large career and technical education program or a career and technical education center within the university





GATA

» The State of Illinois Grant Accountability and Transparency Act requires the follow:

- > Completion of the Grantee Registration and Pre-qualification process
- > FY 2020 Fiscal and Administrative Risk Assessment in the form of an Internal Controls Questionnaire (ICQ)

See <https://www.isbe.net/Pages/Grant-Accountability-and-Transparency-Act.aspx> for additional information.





Conference Goals

- » Meet the goals of the grant as detailed in the RFP
- » Provide professional learning opportunities to enhance secondary and postsecondary career and technical education pathways.
 - > Secondary and postsecondary faculty
 - > Counselors
 - > Administrators
 - > CTE teachers in grades 5-8 (career-connected exploration)



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Alignment

- » Perkins V
- » Illinois State Board of Education goals and equity principles
- » Goals and objectives of the Illinois Every Student Succeeds Act (ESSA) Plan
- » Illinois Workforce Innovation Opportunity Act

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Program Objective(s):

- » Deliver conferences in two different geographical locations
- » Provide professional learning opportunities to CTE educators





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The conference must to be guided by a planning committee composed of the following, at the minimum, representatives:

- » ISBE Staff
- » Illinois Community College Board (ICCB) representative
- » Additional members





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Professional Learning Experiences

- » Grounded in CTE best practices
- » Focus on student equity and access throughout career pathways, including special populations
- » Non-traditional career paths
- » Integrated curriculum



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Performance Criteria

» A successful applicant will:

- > Maintain a collaborative relationship with ISBE and planning committee
- > Complete programmatic check-ins with ISBE
- > Deliver engaging and meaningful professional learning/development experiences in a conference format
- > Complete and administer a conference evaluation
- > Create a plan for continuous improvement





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Deliverables and Milestones

- » Detailed in the RFP
- » Includes required GATA reporting and programmatic reports throughout the grant period



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Writing the RFP

Incomplete applications will not be considered for funding.

- » Follow requirements as detailed in the RFP; see page 11 for detailed instructions. Specific guidelines are included on the forms.
- » A detailed narrative describing how the project will align with the goals of the RFP **and** the mission, vision, and goals of the agency, see pgs. 12 and 13.
- » Complete ALL required forms, including:





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- » Uniform Application for State Grant Assistance, Attachment 1
- » Proposal Abstract, Attachment 2; not to exceed 1 page
- » Program Narrative, Attachment 3, not to exceed 10 pages
- » Objectives and Activities, Attachment 4, not to exceed 10 pages
- » State Budget Summary and Payment Schedule, Attachment 5





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- FY2020 Budget Summary Breakdown, Attachment 6
- Proposal Evaluation Design, Attachment 7 (must be limited to the page included)
- Certifications and Assurances, Attachment 8 and 9

Remember:

- ❖ Attach a copy of the completed checklist with the application
- ❖ Include appropriate signatures as required

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Changes to NOFO/RFP: Any changes made to the RFP will be posted prior to close of business on Friday, August 23, 2019.

Please check the RFP site before submitting a proposal.

Due Date of the RFP: 4 p.m. CDT on Friday, August 30, 2019

Late proposals will not be accepted

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Submission of RFP

Electronic, ISBE Attachment Manger (See page 2 of RFP),
Choose Barnes-Cummins, Kimberly A.

Mailed, (original and an electronic copy on a USB drive)
to: College and Career Readiness, Illinois State Board of
Education, 100 N. 1st St. C-215, Springfield, IL 62777

Hand-Delivered: Proposals may be hand-delivered to the
following location: ISBE Springfield Office, Reception Area,
1st Floor, 100 N. First St., Springfield, IL 62777

Late proposals will not be accepted.





Review and Selection Process

- » Evaluation through competitive RFP process
- » 175 Possible Points
- » Scores under 140 will not be funded
- » Review conducted by expert panel of reviewers
- » See page 14 for criteria and pages 15-18 for evaluation rubric
- » Final determination made by State Superintendent





Scoring Criteria

Scoring is based on the following criteria (page 14)

1. **Need** is defined as the identification of stakeholders, facts, and evidence that demonstrates proposal supports the grant program purpose.
2. **Capacity** is defined as the ability of an entity to execute the grant objectives according to the RFP requirements.
3. **Quality** is defined as the totality of features characteristics of a conference that indicates the ability to satisfy the requirements of the grant program.
4. **Strategy and Implementation** is defined as the overall plan of action to achieve grant goals.
5. **Cost Effectiveness/Budget** and Impact is defined as the overall alignment of projected activities to costs. Budget will be reviewed for impact and effectiveness.
6. **Evaluation** is defined as the process by which the project will be assessed and reviewed.



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Selection Criteria-

(See pages 15-18 of the RFP)

- » **Up to five points will be given for each criteria**
- » **The criteria and the referenced attachments indicate the portion of the proposal that will be used to determine if criteria has been met.**

Proposal scoring less than 140 are not eligible for funding.

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Selection Criteria-

See pages 15-18 of the RFP

Section 1: Need— Program Narrative/Objectives and Activities

Section 2: Capacity—Program Narrative/Objectives and Activities/Program Evaluation/Appendix

Section 3: Quality of Project Proposal— Program Narrative/Objectives and Activities

Section 4: Strategy/Implementation—Program Narrative/Objectives and Activities/Program Evaluation Design

Section 5: Budget/Cost Effectiveness—Budget Summary and Payment Schedule/Budget Summary Breakdown

Section 6: Evaluation—Program Evaluation Design





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Grant Award Notice:

- » Approximately 90 days after application deadline
- » Email from State Superintendent
- » Not authorization to begin performance or expenditures

*See page 2 of RFP for further information



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More Information

<https://www.isbe.net/cte>

Follow-up to questions will be posted in the FAQ

Contact Kim Barnes-Cummins

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