Support Services for DDOE Funded Adult and Prison Education Programs Request for Proposal

February 7, 2018

Delaware
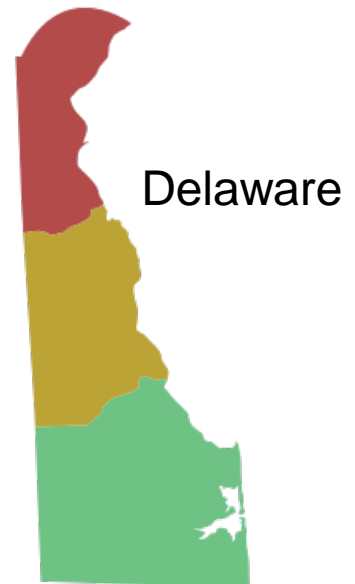Department of Education

Important Dates
Contract Number DOE 2018-15

- RFP available – January 31, 2018
- Questions posted – February 14, 2018
  - https://bids.delaware.gov/default.asp?c=1&s=d
  - https://bids.delaware.gov/bids_detail.asp?i=4882&DOT=N
  - https://doeapppublic01.doe.k12.de.us/BidManagementPublic/#home
- Optional Pre-Bid – February 7, 2018
- Responses to Questions – February 21, 2018
- Deadline - March 7, 2018, 2PM (Local Time)

Delaware Statistics Estimated

- ❑ Under 18 years old   -   21.5%
- ❑ 18 years old +   -   78.5%
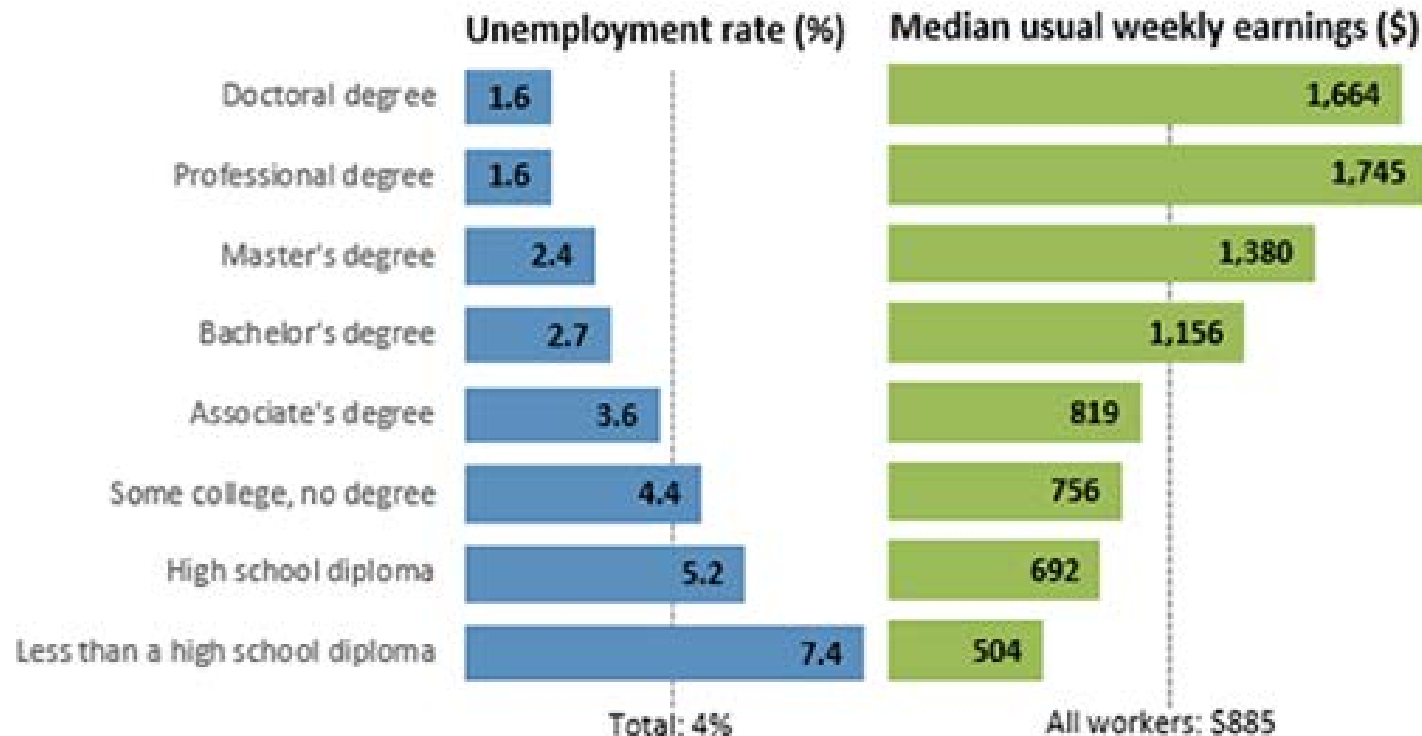 - ✓ 65 years old and up   -   17.5%

- ❑ 88% have a High School Diploma or higher (Age 25+)
  - ✓ 30.5% have a Bachelor's Degree or higher
- ❑ 12% without a high school credential
- ❑ 1.4% K12 dropout rate (2016)
  - ✓ 547 students out of 40,287

- ❑ Unemployment – 4.7% (DOL 11/2017)
- ❑ Individuals in poverty – 11.7%
- ❑ Foreign Born – 8.8%
- ❑ Families in which primary language is not English – 12.7%
- ❑ Females/Males   - 51.6% / 48.4%

Delaware

2016 American Community survey

Education Pays

Unemployment rates and earnings by educational attainment, 2016

	Unemployment rate (%)	Median usual weekly earnings ($)
Doctoral degree	1.6	1,664
Professional degree	1.6	1,745
Master's degree	2.4	1,380
Bachelor's degree	2.7	1,156
Associate's degree	3.6	819
Some college, no degree	4.4	756
High school diploma	5.2	692
Less than a high school diploma	7.4	504

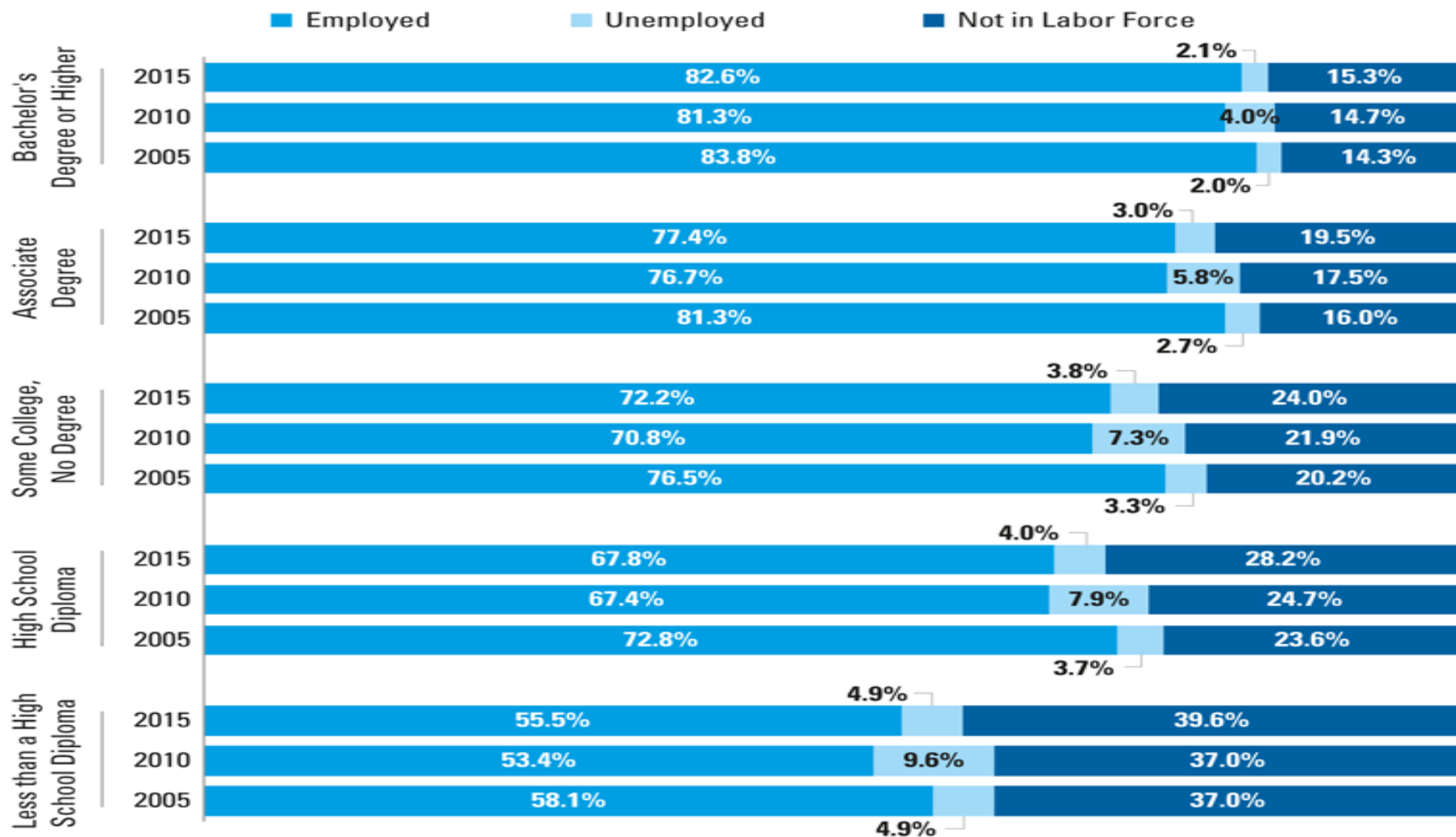Total: 4%   All workers: $885

Note: Data are for persons age 25 and over. Earnings are for full-time wage and salary workers.

Source: U.S. Bureau of Labor Statistics, Current Population Survey.
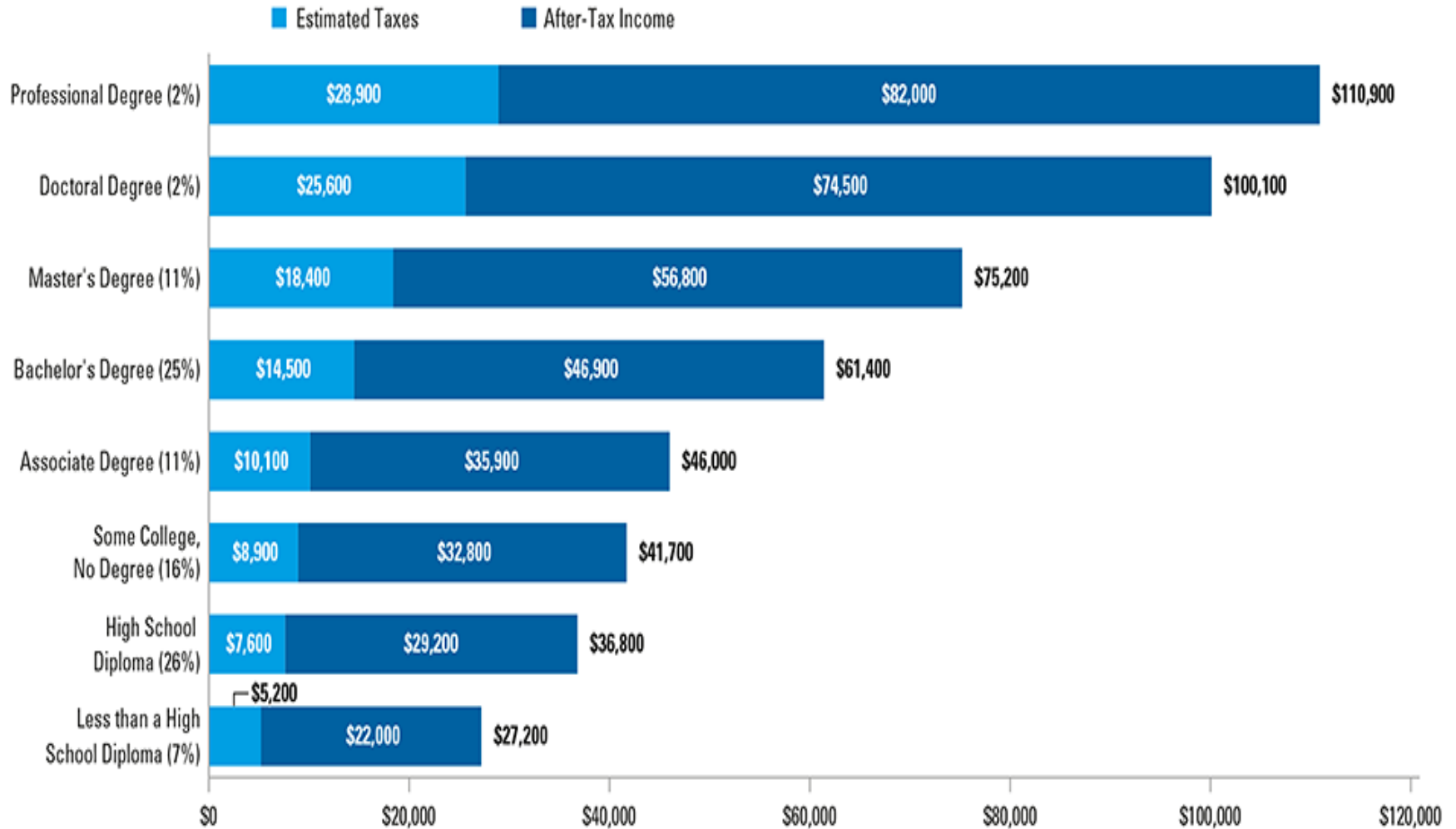
Civilian Population Ages 25 – 64
Employed, Unemployed and Not in Labor Force
(The College Board, 2016)

Legend: ■ Employed ■ Unemployed ■ Not in Labor Force

Bachelor's Degree or Higher
- 2015: 82.6% | 2.1% | 15.3%
- 2010: 81.3% | 4.0% | 14.7%
- 2005: 83.8% | 2.0% | 14.3%

Associate Degree
- 2015: 77.4% | 3.0% | 19.5%
- 2010: 76.7% | 5.8% | 17.5%
- 2005: 81.3% | 2.7% | 16.0%

Some College, No Degree
- 2015: 72.2% | 3.8% | 24.0%
- 2010: 70.8% | 7.3% | 21.9%
- 2005: 76.5% | 3.3% | 20.2%

High School Diploma
- 2015: 67.8% | 4.0% | 28.2%
- 2010: 67.4% | 7.9% | 24.7%
- 2005: 72.8% | 3.7% | 23.6%

Less than a High School Diploma
- 2015: 55.5% | 4.9% | 39.6%
- 2010: 53.4% | 9.6% | 37.0%
- 2005: 58.1% | 4.9% | 37.0%

Median Earnings and Tax Payments of Full Time Year Round Workers Ages 25 and Older: 2015
(The College Board, 2016)

Adult Education State Code

Delaware Code

Title 14 § 122 (18)

The Department shall prescribe rules and regulations:

- Providing for the operation of adult education and family literacy programs including, but not limited to, adult basic education, literacy education, adult high school, prison education, apprenticeship programs and family literacy.

Adult Education
Workforce Innovation and Opportunity Act
Federal Legislation

WIOA Reference	Title	Program/Activities	Responsible Core Agency
Title I Subtitle A	Workforce Development Activities (System Alignment)	All WIOA Programs	DWDB, DDOL and DDOE
Title II Subtitle B	Workforce Development Activities	Adult, Youth, Dislocated Workers (DOL)	DWDB, DDOL
Title II	Adult Education and Family Literacy Act (AEFLA)	Adult Basic Education, including ABE and English as a Second Language Programming	DDOE
Title III	Wagner – Peysar Act	One Stop Centers	DWDB, DDOL
Title IV	Rehabilitation Act	Vocational Rehabilitation	DDOL
Title V	General Provisions	All WIOA Programs	DWDB, DDOL and DDOE

WIOA
Title II AEFLA

Purpose:

(1) assist adults to become literate and obtain the knowledge and skills necessary for employment and economic self sufficiency;

(2) assist adults who are parents or family members to obtain the education and skills that

- (A) are necessary to becoming full partners in the educational development of their children; and

- (B) lead to sustainable improvements in the economic opportunities for their family;

(3) assist adults in attaining a secondary school diploma and in the transition to postsecondary education and training, including through career pathways; and

(4) assist immigrants and other individuals who are English language learners in—

- (A) improving their—

  - (i) reading, writing, speaking, and comprehension skills in English; and

  - mathematics skills; and

- (B) acquiring an understanding of the American system of Government, individual freedom, and the responsibilities of citizenship.

One- Stop Partner Programs

Purpose of Proposal

Purpose: To provide support services to all DDOE funded Adult Education Programs throughout the state including: ABE/ESL; IEL/CE; Groves Adult High School; Groves Alternative Secondary; Family Literacy; and Prison Education Programs through the provision of:

- Professional Development
- Adult Education Management Information System Operations
- Technical Assistance to Adult Education Programs
- Dissemination of Evidence Based Research
- Production of Adult Education Reports

Delaware Adult Education Community Programs

Community Programs serve an array of adult learners through:

- Adult Basic Education
- English as a Second Language
- James H. Groves Adult High School
- James H. Groves Alternative Secondary
- Family Literacy

Adult Basic Education Programs

Purpose: Provide eligible adult learners with instructional and support services in the areas of reading, writing, numeracy, functional and workplace skills.

- Goal to assist adult learners to:
  - Enter employment
  - Attain higher levels of employment
  - Attain a credential (academic and specific skills)
  - Enter postsecondary training
  - Enter postsecondary education
  - Effectively serve employers

- Delivery format:
  - Traditional
  - Distance
  - Integrated Education and Training

English as a Second Language Programs

Purpose: Provide eligible adult learners with instructional and support services in the areas of reading, writing, numeracy, functional and workplace skills.

- Goals to assist adult learners:
  - Enter employment
  - Attain higher levels of employment
  - Attain a credential (academic and specific skills)
  - Enter postsecondary training
  - Enter postsecondary education
  - Effectively serve employers

- Delivery format:
  - Traditional
  - Distance
  - Integrated Education and Training

- Eligible learners:
  - 16 years of age and older
  - Formally exited from K12
  - Skills deficient
  - Not possessing a high school diploma

James H. Groves Adult High School

Purpose: Provide eligible adult learners with instructional and support services to complete their high school graduation requirements.

- Goals to assist adult learners to:
  - Enter employment
  - Attain higher levels of employment
  - Enter postsecondary training
  - Enter postsecondary education

- Delivery format:
  - Traditional
  - Distance
  - Hybrid

- Eligible learners:
  - 16 years of age and older
  - Formally exited from K12
  - Passing score on Test of Adult Basic Education
  - Not possessing a high school diploma

James H. Groves Alternative Secondary Program

Purpose: Provide currently enrolled students with additional instruction that satisfies their graduation requirements.

- Goals to assist adult learners to:
    - Remain in school and gain a diploma
    - Reduce the drop out rate
    - Access credit recovery classes
    - Provide required courses so that students can take more advanced courses at the local school
    - Provide a positive supportive atmosphere for students

- Delivery format:
    - Traditional

- Eligible learners:
    - 16 years of age and older
    - Currently enrolled in a local public school
    - Meets eligibility requirements

Family Literacy Programs

Purpose: Provide services that include: (1) parent literacy training leading to a secondary credential or diploma; (2) workplace skills supporting economic self-sufficiency; (3) age appropriate instruction to prepare children for success in school; (4) parenting training; and (5) interactive literacy activities for parents and children.

- Goal to assist adult learners to:
  - Attain employment
  - Attain a credential (academic and specific skills)
  - Enter postsecondary training
  - Enter postsecondary education
  - Enhance parenting skills so children can be successful in school
  - Assist students to be success in school

- Delivery format:
  - Traditional
    - ABE
    - English as a Second Language

- Eligible learners:
  - Low income families
    - Low income
    - Children from birth to 12
  - Skills deficient
  - Not possessing a high school diploma

Delaware Adult Education Prison Education Program

Purpose: Provide an educational foundation to enable offenders to be productive workers, family members and citizens wile incarcerated and upon release.

- Goals:
  - Attain a credential (academic or specific skills)
  - Prepare for a successful release
  - Reduce recidivism rates

- Courses Types:
  - Academic
  - Vocational
  - Life Skills

Delaware Adult Education Data

Year	Program Type	# of Programs	Enrollment	Staff (Admin & Staff)
2017	ABE	18	2,493	
2017	English as a Second Language	10	1,383	152
2017	Groves Adult High School	7	1,227	107
2017	Groves Alternative Secondary	6	399	52
2017	Family Literacy	2	92 families 202 kids	36
2017	Prison Education (Life Skills & Vocational)	4	2,220	23
Total		43	7,722	380

Eligible Applicants for Funding

Examples

- a local educational agency
- a community-based organization or faith-based organization
- a volunteer literacy organization
- an institution of higher education
- a public or private nonprofit agency
- a library
- a public housing authority
- a nonprofit institution that is not described above and has the ability to provide adult education and literacy activities to eligible individuals
- a consortium or coalition of the agencies, organizations, institutions, libraries or authorities described above
- a partnership between an employer and an entity named above

Funding

Funding	Allocations	Consideration
Federal and State	FY 18 Federal Funding remained stable. FY 18 State Funding decreased by 5%	Uncertain FY 19 allocations.

FY 18: $450,000 available (including $100,000 in software contracts and $20,000 in teacher stipends)

- Federal and state monies fund this project.
- LEAs receive subgrants and other entities receive contracts.
- Subgrant monies are provided at the beginning of the year.
- Contracted monies are provided upon completion of services.
- Budgets may have to be renegotiated due to uncertainty of funding.
- Timeframe: July 1, 2018 – June 30, 2019

Delaware Adult Basic Education Programs Statistics

- **Enrollment (Total, ABE, ESL)**
  - 2015: 4,124
    - 68% ABE
    - 32% ESL
  - 2016: 4,156
    - 68% ABE
    - 32% ES
  - 2017: 3,876
    - 64% ABE
    - 36% ESL

- **Population without a secondary credential or diploma (ACS,2016 Estimates)**
  - NCC: 51,156
  - Kent: 21,263
  - Sussex: 27,206

- **Average enrollment**
  - 210
  - Range: 47 – 597
  - Average attendance: 78 hours

Proposal Components Support Services RFP

Executive Summary	Leadership, References
Past Experience	Past Experience
Familiarity with Running Similar Projects	Professional Development, MIS, Technical Assistance
Timeline for Proposed Activities	Timeline for Proposed Activities
Activity Effectiveness	Activity Effectiveness
Information Distribution	Research Dissemination, Report Development
Pricing	Budget and Budget Narrative

Key Points

Professional Development
- Providing services that are evidence based and/or best practices as designated by recognized authorities in the field of Adult Education
- Provide services relevant to the different programs
- Provide services in various formats
- Develop "user friendly" processes
- Summer and Winter Academies
- Monthly meetings for Adult Education Administrators
- Teacher PD Tracking Process

Management Information System Operations
- LACES Nex Gen https://literacypro.com/products/laces/
- Schoology https://www.schoology.com/
- NRS System Requirements
- USDOE/OCTAE Data Requirements
- Track state and federal goals for all programs
- Quarterly Program Reports and Annual Statewide Report
- Verification of student progress and production of certificates
- Data Analysis
- Contact process for updates

Key Points

Technical Assistance
- Systems Training statewide
- Targeted Systems Training as needed
- Troubleshooting systems and program problems
- Continuous improvement of system
- Communications systems for programs

Research Dissemination
- Resources Collection
- Availability to program administrators, staff, state team

Report Development and Distribution
- Adult Education Annual Report
- Prison Education Annual Report
- NRS Report https://nrsweb.org/

Complete Application Package

- Four paper copies with one marked "original" with original signatures and one electronic copy on a USB stick.
  - Transmittal Letter
  - Non Collusion Agreement marked "original" and notarized (Attachment 2)
  - Exception Form (Attachment 3)
  - Confidentiality Form (Attachment 4)
  - Subcontractor Information Form (Attachment 5)
  - DDOE Subgrant Application Form
  - DDOE State Funds Budget Form
  - DDOE State Budget Summary Form
  - Assurance Form
  - Application Narrative Response

RFP Additions

- A revised RFP will be posted with corrected numbering:
  - #1 Executive Summary: 1a and 1b
  - #2 Past Experience
  - #3 Professional Development Activities
  - #4 Management Information Systems
  - #5 Technical Assistance Activities
  - #6 Activity Effectiveness
  - #7 Dissemination of Evidence Based Practices
  - #8 Report Development
  - #9 Activities Timelines
  - #10 Budget

- Assurance Page – added "Buy America First" statement.

Adult Basic Education Services

Other Questions

Adult Basic Education Services

Thank you for attending this meeting!