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

February 7, 2018
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&DO T=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)
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%

2016 American Community survey
Unemployment rates and earnings by educational attainment, 2016

<table>
<thead>
<tr>
<th>Educational Attainment</th>
<th>Unemployment Rate (%)</th>
<th>Median Usual Weekly Earnings ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Doctoral degree</td>
<td>1.6</td>
<td>1,664</td>
</tr>
<tr>
<td>Professional degree</td>
<td>1.6</td>
<td>1,745</td>
</tr>
<tr>
<td>Master's degree</td>
<td>2.4</td>
<td>1,380</td>
</tr>
<tr>
<td>Bachelor's degree</td>
<td>2.7</td>
<td>1,156</td>
</tr>
<tr>
<td>Associate's degree</td>
<td>3.6</td>
<td>819</td>
</tr>
<tr>
<td>Some college, no degree</td>
<td>4.4</td>
<td>756</td>
</tr>
<tr>
<td>High school diploma</td>
<td>5.2</td>
<td>692</td>
</tr>
<tr>
<td>Less than a high school diploma</td>
<td>7.4</td>
<td>504</td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td><strong>4%</strong></td>
<td></td>
</tr>
</tbody>
</table>

All workers: $885

<table>
<thead>
<tr>
<th></th>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>Bachelor's Degree</td>
<td>82.6%</td>
<td>2.1%</td>
<td>15.3%</td>
</tr>
<tr>
<td></td>
<td>81.3%</td>
<td>4.0%</td>
<td>14.7%</td>
</tr>
<tr>
<td></td>
<td>83.8%</td>
<td>2.0%</td>
<td>14.3%</td>
</tr>
<tr>
<td>Associate Degree</td>
<td>77.4%</td>
<td>3.0%</td>
<td>19.5%</td>
</tr>
<tr>
<td></td>
<td>76.7%</td>
<td>5.8%</td>
<td>17.5%</td>
</tr>
<tr>
<td></td>
<td>81.3%</td>
<td>2.7%</td>
<td>16.0%</td>
</tr>
<tr>
<td>Some College, No Degree</td>
<td>72.2%</td>
<td>3.8%</td>
<td>24.0%</td>
</tr>
<tr>
<td></td>
<td>70.8%</td>
<td>7.3%</td>
<td>21.9%</td>
</tr>
<tr>
<td></td>
<td>76.5%</td>
<td>3.3%</td>
<td>20.2%</td>
</tr>
<tr>
<td>High School Diploma</td>
<td>67.8%</td>
<td>4.0%</td>
<td>28.2%</td>
</tr>
<tr>
<td></td>
<td>67.4%</td>
<td>7.9%</td>
<td>24.7%</td>
</tr>
<tr>
<td></td>
<td>72.8%</td>
<td>3.7%</td>
<td>23.6%</td>
</tr>
<tr>
<td>Less than a High School Diploma</td>
<td>55.5%</td>
<td>4.9%</td>
<td>39.6%</td>
</tr>
<tr>
<td></td>
<td>53.4%</td>
<td>9.6%</td>
<td>37.0%</td>
</tr>
<tr>
<td></td>
<td>58.1%</td>
<td>4.9%</td>
<td>37.0%</td>
</tr>
</tbody>
</table>
Median Earnings and Tax Payments of Full Time Year Round Workers Ages 25 and Older: 2015
(The College Board, 2016)

Professional Degree (2%)
- Estimated Taxes: $28,900
- After-Tax Income: $82,000
- Total: $110,900

Doctoral Degree (2%)
- Estimated Taxes: $25,600
- After-Tax Income: $74,500
- Total: $100,100

Master’s Degree (11%)
- Estimated Taxes: $18,400
- After-Tax Income: $56,800
- Total: $75,200

Bachelor’s Degree (25%)
- Estimated Taxes: $14,500
- After-Tax Income: $46,900
- Total: $61,400

Associate Degree (11%)
- Estimated Taxes: $10,100
- After-Tax Income: $35,900
- Total: $46,000

Some College, No Degree (16%)
- Estimated Taxes: $8,500
- After-Tax Income: $32,800
- Total: $41,700

High School Diploma (26%)
- Estimated Taxes: $7,610
- After-Tax Income: $29,200
- Total: $36,800

Less than a High School Diploma (7%)
- Estimated Taxes: $5,200
- After-Tax Income: $22,000
- Total: $27,200
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

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

One-Stop Partner Programs

Training & Education
- Adult Education
- WIOA Adults & Dislocated Workers
- Division of Visually Impaired
- Ticket to Work Program
- WIOA Youth
- Division of Vocational Rehabilitation
- Perkins Post Secondary Education
- Criminal Justice Council
- Apprenticeship & Training

Basic Needs
- Delaware State Housing Authority
- TANF
- Community Service Block Grant
- Supplemental Nutrition Assistance Program (SNAP)

Support
- Delaware Libraries
- Unemployment Insurance
- Delaware Office of Economic Development
- Disabled Veterans Outreach Program
- Criminal Justice Council
- Apprenticeship & Training
- Stand By Me Financial Empowerment

Make a referral to a One-Stop Partner Program today at:
OneStopReferral@state.de.us

Visit your local One-Stop Center.
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
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
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
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 successful 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
Purpose: Provide an educational foundation to enable offenders to be productive workers, family members and citizens while 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

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

<table>
<thead>
<tr>
<th>Funding</th>
<th>Allocations</th>
<th>Consideration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal and State</td>
<td>FY 18 Federal Funding remained stable.</td>
<td>Uncertain FY 19 allocations.</td>
</tr>
<tr>
<td></td>
<td>FY 18 State Funding decreased by 5%</td>
<td></td>
</tr>
<tr>
<td></td>
<td>FY 18: $450,000 available (including $100,000 in software contracts and $20,000 in teacher stipends)</td>
<td></td>
</tr>
</tbody>
</table>

- 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% ESL
  – 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
<table>
<thead>
<tr>
<th>Proposal Components</th>
<th>Support Services RFP</th>
</tr>
</thead>
<tbody>
<tr>
<td>Executive Summary</td>
<td>Leadership, References</td>
</tr>
<tr>
<td>Past Experience</td>
<td>Past Experience</td>
</tr>
<tr>
<td>Familiarity with Running Similar Projects</td>
<td>Professional Development, MIS, Technical Assistance</td>
</tr>
<tr>
<td>Timeline for Proposed Activities</td>
<td>Timeline for Proposed Activities</td>
</tr>
<tr>
<td>Activity Effectiveness</td>
<td>Activity Effectiveness</td>
</tr>
<tr>
<td>Information Distribution</td>
<td>Research Dissemination, Report Development</td>
</tr>
<tr>
<td>Pricing</td>
<td>Budget and Budget Narrative</td>
</tr>
</tbody>
</table>
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
– 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/](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.
Other Questions
Thank you for attending this meeting!