Request for Qualifications (RFQ):
Independent Evaluation of
US DEPARTMENT OF EDUCATION
Teacher and School Leader Incentive Program (TSL)
2020-2023

RFQ Due Date: October 19, 2020
Send to: Sam Jordan, Grant Administrator, sjordan@alaskaacsa.org

Project Information:

The Alaska Staff Development Network (ASDN)/Alaska Council of School
Administrators (ACSA) is seeking evaluators for a multi-year, United States Department
of Education (USED) Teacher and School Leader Incentive Program (TSL) grant project.

Scope of Work:

• Work in cooperation with the Project Director, school superintendents and key
  consortium partners to design and implement the approved evaluation plan, including,
  but not limited to, data collection, analysis, and reporting.
• Experience evaluating USED Alaska Native Education Program grants, and/or Gear
  Up or TSL grants is desired. Past evaluation experience in rural Alaska is a plus.
• Comply with regulations of all partner school districts for procedures and use of
  confidential information.
• Meet all funder requirements for the period of performance and approved timeline as
  it relates to project evaluation.
• Prepare interim and annual performance reports required by the funding agency.
  Experience preparing annual performance reports for the USED, including
  proficiency with the USED G5 online grants management system is preferred.
• Use data systems and technology to support ongoing project decision-making and
  communication, including online surveys, databases, documents, and spreadsheets.
• Provide assistance with preparation for project site visits and/or audits that may occur
  during or after the project period.
• Provide telephone, email, videoconferencing, and onsite consultations concerning
  evaluation of this grant project.
• Provide consultation regarding the status of the project, including addressing barriers
  to progress toward objectives.
• Serve on Project Management Team that meets twice per month by teleconference.
Experience and History of Contractor to Include in the RFQ Submission:

A. Company Credentials:
   Provide a brief statement of qualifications that includes the firm’s size and geographic location. The firm must have a minimum of 5 years of experience in project evaluation, with proven experience in the evaluation of USED grants and/or other similar federally funded grants.

B. Project Personnel:
   1. Name, title, and assignment for this project
   2. Resume(s) to include:
      a. Number of years with firm
      b. Number of years with other firm(s)
      c. Experience:
         • Education/ Degrees earned
         • Active registration/certification/licenses
         • Current job description
         • Names of projects, types of projects, and size of projects, and specific project involvement.
         • Other experience and qualifications which are relevant to this project

B. Current References:
   1. The firm will provide a listing of, at minimum, three (3) clients it has or is providing successful evaluation services to that are consistent with the requirements and the scope set forth in this RFQ. The listing shall include name of the client, the name of the contact person, address, e mail, and telephone number and a brief explanation of the services that were provided.

RFQ Review Process:

A. The Project Director will appoint a proposal review team consisting of four members of the grant development team (including ASDN, ACSA, partner school district representatives and project partner organizations representatives) to review proposals and recommend the selection of the evaluators who meets the best interests of the ASDN and project partners. The review team will select the successful evaluators and the ASDN will notify all applicants of the decision.

B. All decisions will be final.
Grant Program Summaries:

Teacher and School Leader Incentive Program

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PROGRAM TYPE Discretionary Grants

ALSO KNOW AS Teacher Incentive Fund (TIF) or Teacher and School Leader (TSL) Incentive Program

FY 2020 Teacher and School Leader Incentive Program Grant Competition

The FY 2020 TSL competition is designed to support entities in implementing, improving, or expanding their overall Human Capital Management System (HCMS), which by definition must include a PBCS, or focusing implementation, improvements, or expansion on the PBCS component of their PBCS. TSL is intended to primarily serve educators in High-Need Schools who raise student academic achievement and close the achievement gap between high- and low-performing students, although the program may also fund services for educators serving in high-need subject areas (though not necessarily in High-Need Schools), as determined by the LEA or the State.