

Request for Proposal (RFP)

Evaluation Plan for the Innovation Investment Awards (IIA)

Issued by:

Michigan Center for Adult College Success (The Center)

Issue Date:

July 2, 2024

1. Introduction

The [Michigan Center for Adult College Success](#) (The Center) is seeking proposals from qualified research organizations to evaluate the Innovation Investment Awards (IIA) program. The evaluation will focus on data collection, data management, analysis, and reporting of the program's implementation and outcomes.

2. Background of Innovation Investment Awards

As Michigan looks to close equity gaps and achieve its broader Sixty by 30 attainment goal, the state is making significant investments in educating, reskilling, and upskilling adult learners (age 25 and older).

The [Innovation Investment Award](#) (IIA) grant program is part of the concerted effort by the State of Michigan to achieve our Sixty by 30 goal. The Center has coordinated the development of the IIA program with the Office of Sixty by 30 to augment the \$45 million in student success related grants they are making available throughout 2024. Additionally, The Center consulted with the postsecondary institutions and organizations, nonprofits, and business groups in the development of the IIA program to maximize the opportunities supporting adult credential attainment.

The IIA program is designed to support The Center's goal of increasing the number of adults obtaining postsecondary credentials. These credentials improve access to higher-paying jobs, resulting in increased opportunities for Michiganders and their families.

The IIA program provides financial assistance for institutions implementing sustainable, integrated system changes aimed at increasing persistence and completion rates for adult learners. IIA was established in response to feedback that there is limited large-dollar financial support for programs seeking to implement impactful system changes.

3. Scope of Project Work

The selected vendor will provide services across two primary tasks:

Task 1: IIA Program Evaluation

*Subtask 1.1: Logic Model Design, Analytical Framework Development, and Data Collection***

- Develop logic models for each IIA project.
- Create an implementation framework.
- Draft and administer participant surveys.
- Conduct interviews with IIA project leads.
- Coordinate data transfer, clean data, and prepare analytic files.
- **Deliverables:** Logic models and research-ready analytic files.

Subtask 1.2: Implementation Evaluation

- Synthesize findings to identify systemic trends.
- Produce an implementation report.
- **Deliverable:** Implementation report.

Task 2: Ongoing Technical Support

- Provide ongoing technical support and participate in meetings and planning with The Center and IIA recipients.
- **Deliverables:** TBD, decided annually with The Center

4. Project Work Timeline

Subtask	Sept-Oct	Nov-Dec	Jan-Feb	Mar-Apr	May-Jun	Jul-Aug
1.1	✓	✓				
1.2			✓	✓	✓	
2.0	✓	✓	✓	✓	✓	✓

5. Bid Selection Timeline

RFP Issue Date	July 2, 2024
Proposal Submission Deadline	July 26, 2024
Proposal Review Period	July 24-August 2, 2024
Vendor Selection	August 5, 2024
Contract Execution	No later than September 1, 2024

6. Selection Criteria

Proposals will be evaluated based on:

- Understanding of the project: Demonstrated comprehension of the IIA program and its objectives.
- Methodological approach: Clarity and appropriateness of the proposed evaluation methods, including data collection, analysis, and reporting.
- Relevant experience and qualifications: Experience and expertise of the organization and key personnel in similar projects.
- Cost-effectiveness: Alignment of the budget with project goals and available funding.

- Proposed timeline: Feasibility and completeness of the proposed project timeline.

7. Budget

The total budget for this project should not exceed \$240,000, distributed as follows:

8. Submission Requirements

Proposals should include:

1. Executive Summary: Briefly outline your approach and understanding of the project.
2. Methodology: Describe your evaluation methods, including data collection, analysis, and reporting.
3. Experience: Highlight relevant experience and qualifications of key personnel.
4. Budget: Provide a detailed budget breakdown.
5. Timeline: Propose a detailed project timeline aligned with the RFP requirements.

Submission Instructions

Submit proposals electronically to Jeremy Hedges (j.hedges@talentfirst.net) by July 26, 2024.

Contact Information

For any questions or further information, please contact:

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