



Request for Proposal (RFP)

San Mateo County Community College District

Promise Scholars Program (PSP) Replication

Educational Services & Planning
3401 CSM Drive
San Mateo, California 94402
Telephone (650) 358-6803
Email mcveana@smccd.edu
RFP 86796

Filing Deadline: March 1, 2019 5:00 PM

Issued: February 1, 2019

Introduction and Overview



- ▶ The project is funded by the California Community Colleges Chancellor's Office (CCCCO) Awards for Innovation in Higher Education grant.
- ▶ The Promise Scholars Program (PSP) at Skyline College is a replication of the Accelerated Study in Associate Program (ASAP) from the City University of New York (CUNY).
- ▶ The PSP is integrated with the implementation of Guided Pathways, and includes expanded partnerships with local high school districts, a Promise Scholarship for free college, and a professional development infrastructure that supports a culture committed to equity and innovation.
- ▶ The SMCCCD is inviting applications for up to three (3) additional colleges from the California Community College (CCC) System to participate in a planning and technical assistance process for the replication of the PSP.
- ▶ Skyline College (<http://skylinecollege.edu/promise/index.php>) is the lead college in the SMCCCD for the replication of the PSP under the Awards for Innovation grant.

Introduction and Overview



- ▶ The Promise Scholars Program (PSP) Replication includes professional development and technical assistance from Skyline College, the SMCCCD, and CUNY-ASAP through June 30, 2021.
- ▶ Planning Teams will participate in site visits, webinars, and convenings coordinated by the PSP Project Director.
- ▶ Colleges are expected to work toward implementing, at minimum, a pilot version of the Promise Scholars Program by the end of the funding period.

Funding and Performance Period



- ▶ Selected colleges will receive a sub-grant of up to **\$150,000** to engage in exploration and planning for the potential replication of the PSP at their respective college.
- ▶ The performance period extends from **April 1, 2019 to June 30, 2021.**

Sub-Grant Distribution	Amount	Date
Initial Distribution	\$25,000	April 1, 2019
Second Distribution	\$75,000	July 1, 2019
Third Distribution	\$50,000	July 1, 2020

Eligibility Requirements



- ▶ Only individual accredited colleges that are part of the CCC System are eligible to apply.
 - ▶ Colleges that are part of a multi-college District are eligible to apply as an individual college. Applications from District Offices or from more than one college submitting as a consortium, even if part of the same District, will not be considered.
- ▶ **A college promise program that is sufficient in size and scope to provide a minimum of one year of free college, including enrollment fees, textbook support, and additional financial incentives, for incoming cohorts of full time first-time students.**
 - ▶ AB19 Promise Grant funds can be considered as contributing funds to such a program, *but are not on their own considered sufficient to meet this eligibility criteria.*
- ▶ The commitment of the college President and leadership team to the active engagement in all required activities, including travel as specified below.

Eligibility Requirements



- ▶ Colleges selected to receive a sub-grant as part of this opportunity also commit to:
 - ▶ Submit requested Budget Expenditure Reports and Progress Reports.
 - ▶ Participate in a structure Technical Assistance (TA) program with SMCCCD and CUNY-ASAP.
 - ▶ Engage in relevant research and evaluation of any subsequent replication of the PSP as a result of a sub-grant award under this opportunity.
 - ▶ Participate in a Legislative Innovation Summit to be held in 2021.

Application Instructions



- ▶ A complete application must be submitted by email to:
 - ▶ mcveana@smccd.edu **AND** districtbids@smccd.edu
 - ▶ **March 1, 2019 at 5:00 PM PST.** Please adhere to the following instructions related to completion of the submission:
- ▶ There is a 500 word limit per section.
- ▶ Format is Times New Roman or Calibri Light, 11-point font, with 1" margins, single-spaced.
- ▶ Colleges may include additional supporting documents, not to exceed three (3) pages.
- ▶ Applications should be submitted as a single PDF document.
- ▶ The SMCCCD Vice Chancellor of Educational Services and Planning will send a confirmation email once a complete PDF application is received.

Application Sections



<u>Section</u>	<u>Description</u>	<u>Maximum Points</u>
Organization and Key Staff	Give a brief description of your college, including size (annual FTES) and student demographics. Provide information, including names and positions of key staff that will form a PSP Planning Team. Members of this Team will be expected to participate in replication activities.	10
College Promise Capacity	Describe your college's current capacity to provide the required financial support to incoming cohorts of full time first-time students, including cohort size, what is covered (e.g., enrollment fees, instructional materials, textbooks, etc.), and all relevant funding sources.	20

Application Sections



<u>Section</u>	<u>Description</u>	<u>Maximum Points</u>
Current Student Success Data	Provide data on full time first-time students, including demographics, overall Fall to Spring persistence rates, and overall three-year degree completion rates.	10
Alignment	Describe how a replication of the PSP would align with current efforts already underway at the college, including the implementation of guided pathways.	5
Commitment	Provide a statement of the college's commitment to engage in the exploration and planning for the potential replication of the PSP, including affirmation to participate in the expected activities and responsibilities outlined in this RFP. Include in this statement a description of your college leadership's commitment to equity.	10
Signature Page	Signature of the College President, dated.	-

Key Dates



Activity	Date
Issuance of RFP	February 1, 2019
Informational Webinar	February 13, 2019
Deadline for Submission of Questions	February 14, 2019
Deadline for Submission of Proposals	March 1, 2019
Proposal Review	March 4–8, 2019
Anticipated Notice of Award	March 15, 2019
Start Date	April 1, 2019
Mandatory Kick-Off Meeting with SMCCCD and CUNY-ASAP in New York, NY	April 14–16, 2019

Submit Questions



- ▶ Any questions regarding the information contained in this Request for Proposal must be submitted to Aaron D. McVean, Vice Chancellor of Educational Services and Planning at mcveana@smccd.edu on or before **Friday, February 14, 2019, 5:00 PM PST.**



QUESTIONS?

Thank You!