



REQUEST FOR APPLICATION (RFA)

Strategic Design for Native American Language and Culture Educator Ecosystem

Issue Date: February 7, 2020
Deadline Date: February 28, 2020

RFA# 20-92400-00004

Contact Information:

Mayra Valtierrez, Director Language and Culture Division
Mayra.Valtierrez@state.nm.us

RFA Released: February 7, 2020
Final Date to Submit RFA: February 28, 2020 by 5:00 p.m.
RFA received after final date will not be considered for funding.

This is a Request for Application (RFA) and does not constitute an award. This RFA is designed to promote innovation in the critical area of the education preparation pipeline and ongoing professional development for educators. Up to \$1,000,000 in competitive grants are available to educator preparation programs (EPPs), both traditional and alternative, four multi-year grants will be awarded to:

- 1) Develop or redesign a Native American language teacher preparation programs that creates a pathway to teaching for prospective educators.
- 2) Develop or redesign Pueblo Language teacher preparation programs that create a pathway to teaching for prospective educators.
- 3) Develop a preparation model that will address diversity, quality, and the needs of the partner schools/ districts.
- 4) Develop a 5 year strategic plan and curriculum for increasing the number of Native American Language teachers in New Mexico. The plan will include
 - Strategies to recruit, place and train for teacher preparation program candidate through culturally and linguistically responsive frameworks and curriculum development.
 - The development of best practices to engage teaching candidates through and equity lens to educate Native American students.
- 5) Design and Implement a 4 week Summer institute for Native American Language and Culture teachers in partnership with local school districts and the Public Education Department.
- 6) Create and implement a plan for embedded professional development w/districts and charter schools, including Bureau of Indian Education (BIE) schools during the traditional school year.

Application Checklist

Please complete the checklist below to ensure that all required information and actions have been completed before emailing the RFA to Mayra Valtierrez, New Mexico Public Education Department.

_____ Cover Page

_____ “Strategic Design for Native American Language and Culture Educator Ecosystem Checklist”

_____ Point of Contacts at the EPP and Partner Schools

_____ Narrative, organizational chart, budget overview, timeline and letters of support; narrative no longer than 15 pages, double-spaced, 12pt. font

Purpose

This RFA is issued by the New Mexico Public Education Department (NMPED) for Native American Language Teacher Preparation Programs to support transformational educational opportunities in New Mexico districts and schools that serve a significant number of Native American students. This RFA will provide additional resources and key supports aimed at innovation and community engagement work that promote academically excellent and culturally relevant educational opportunities. The end goal of this funding is:

- 1) students will benefit from Native American language teachers who are effectively prepared and who utilize culturally and linguistically responsive instructional practices so that they provide the best opportunity for academic preparation for college, career, and community leadership, for identity development, and for holistic health; and
- 2) funded projects act as “bright spots” for future investment by the NMPED to expand and/or replicate successful programs based on community needs and desires in Native American Education.
- 3) grow teacher pipeline by creating strategic partnerships with Educator Preparation Programs and school districts and charter schools to systematically increase the number of Native American language teachers in the state of New Mexico.

Goals

NMPED’s goals for this investment are:

- Create a more effective and relevant teacher preparation program for Native American language instruction.
- Develop or redesign a Native American language teacher preparation program that creates a pathway to teaching for prospective educators.
- Develop a preparation model that will address diversity, quality, and the needs of the partner schools/ districts.
- Develop a 5 year strategic plan and curriculum for increasing the number of Native American Language teachers in New Mexico. The plan will include
 - Strategies to recruit, place and train for teacher preparation program candidate through culturally and linguistically responsive frameworks and curriculum development.
 - The development of best practices to engage teaching candidates through and equity lens to educate Native American students.
- Design and Implement a Four week Summer institute for Native American Language and Culture teachers and educators.
- Create and implement a plan for embedded professional development w/districts and charter schools, including Bureau of Indian Education (BIE) schools during the traditional school year.

Partner Organization(s)

Your plan should consist of working with partner school(s) and organizations, please include in your narrative how you plan to work together with said school(s) and organizations, reasons you believe that they have the ability to be effective partners in your plan and information about individuals there you plan to work with. If partnering, please also include a letter of support from the leader of said school(s).

Eligibility

Applicants will be an approved Educator Preparation Program with experience working with Native American communities in New Mexico.

Application Requirements

The application must include:

1. Completed "Cover Page Form" (located below)
2. Completed "Strategic Design for Native American Language and Culture Educator Ecosystem Checklist"
3. Point of Contacts at the EPP and partner schools/organizations
4. Electronic submission of narrative explaining your proposal, no more than 15 pages, double-spaced, 12pt. font and separated into the following sections:
 - a. Narrative –

A detailed summary of a working definition of the proposed teacher preparation model, proposed plan for the summer institute, and the proposed professional development plan for teacher support in the aforementioned context, intended goals, scope, partners, timeline for strategic recruitment, and any evidence-based justification for your plan.
 - b. Organizational Chart – Clear designations of responsibility and assignment of individual roles (for your own organization and school(s))
 - c. Budget Overview – A detailed overview of the amount of funding requested to carry out your plan through June 30, 2020
 - d. Program Timeline – Detailed outline of expected program benchmarks and milestones through at least June 30, 2020
 - e. Letter(s) of Support from the Dean of the School of Education or leader of alternative preparation program, and leaders of any other external schools

An electronic copy of the completed **RFA must be received no later than 5:00 p.m. on February 28, 2020. Facsimile copies will not be accepted.** All electronic copies should be sent to Mayra.Valtierrez@state.nm.us. Requests for an extension of this date will not be granted.

PROGRAM OVERSIGHT AND MANAGEMENT

NMPED has assigned two individuals to oversee and manage the progress of the projects/programs, listed below:

Kara Bobroff, Deputy Secretary Identity, Equity and Transformation

Kara.bobroff@state.nm.us

Mayra Valtierrez, Director Language and Culture Division

Mayra.Valtierrez@state.nm.us

SCORING GUIDELINES

Each application will be scored across five (5) application sections:

- I. Roles and Responsibilities (Clear organizational chart establishing roles and responsibilities for plan components) (10 points)
- II. Project Narrative (Detailed narrative illustrating intended goals, scope, partners, timeline, and any evidence-based justification) (15 points)
- III. Project Budget (Budget overview detailing the requested funding by category through June 30, 2020) (10 points)
- IV. Project Timeline (Timeline detailing expected program progress through at least June 30, 2020) (10 points)
- V. Support Documents (Document of support from Dean of the School of Education, Tribal Leadership, district/school leadership and any other related departments or external partners) (5 points)

Additionally, applications will be scored across five rubric areas ranging from “Complete, coherent, convincing” to “Section not included in application, or is conspicuously incomplete”. **Either a score of ‘0’ or ‘no submission’ of any of the components of the application will result in a disqualification of the application.**

TIMELINE

Program managers will make every effort to adhere to the following schedule:

Action	Responsible Party	Due Dates
Issue RFA	NMPED	February 7, 2020
Deadline to submit questions	Potential applicants	February 14, 2020
Response to questions	NMPED	February 21, 2020
<i>Submission of applications</i>	<i>Potential applicants</i>	<i>February 28, 2020</i>
Evaluation of applications	Review Panel	March 2-6, 2020
Selection of grantees	Review Panel	March 9, 2020
Finalize contractual agreements	NMPED/Grantee(s)	March 9-13, 2020
Contract awards	NMPED/Grantee(s)	March 20, 2020

EXPLANATION OF EVENTS

Issuance of RFA

This RFA is being issued on behalf of the New Mexico Public Education Department on the date specified in the above timeline.

Discuss RFA

Pursuant to the issuance of the RFA, officials from NMPED will join deans and directors of educator preparation programs to discuss the intention of the RFA and go over the guidelines as stipulated in this document.

Deadline to Submit Questions

Potential grantees may submit questions to Mayra Valtierrez mayra.valtierrez@state.nm.us to the intent or clarity of the RFA until 4:00pm MST on February 14, 2020 as indicated in the timeline above. Questions shall be clearly labeled and shall cite the relevant sections of the RFA or any other attending document.

Response to Questions

Responses to questions will be distributed as indicated in the timeline above and according to order in which the questions were received.

Submission of Application

All applications must be received for review and evaluation by Mayra Valtierrez (Mayra.valtierrez@state.nm.us) no later than **5:00pm MST on February 28, 2020**. Applications received after this time will not be accepted. The date and time of receipt of application will be noted on the application itself.

Evaluation of Applications

The Evaluation Committee will perform the evaluation of applications. The process will take place as indicated in the timeline above depending on the number of applications received. During this time, Mayra Valtierrez may initiate discussions with Applicants who submit applications requiring clarification. Discussions may not be initiated by Applicants.

Selection of Grantees

The Evaluation Committee will notify all Applicants of the decision on their application by or earlier. Feedback and final application score will be distributed to Applicants not selected for funding. Each application will be scored by the panelists individually and then discussed at a meeting of the entire panel in order to arrive at final scores for each component. For more detail on the scoring guidelines, see “Scoring Guidelines” section above.

Finalize Contractual Agreements

During the window of time stipulated in the timeline above, NMPED will work directly with successful grantees to establish contract terms for the award.

Contract Awards

After review of the Evaluation Committee Report and the signed contractual agreement, the Agency Procurement Office will award as per the schedule in the timeline above. This date is subject to change at the discretion of the State Purchasing Division or relevant Agency Procurement Office. The contract(s) shall be awarded to the Applicants whose proposals are most advantageous to the State of New Mexico and the Public Education Department, taking into consideration the evaluation factors set forth in this RFA. The award is subject to appropriate Department and State approval, and both entities reserve the right to not fund any of the applications, if none are judged to be advantageous and/or do not score sufficiently.

REPORTING

Successful grantees will work together with NMPED to establish a reporting schedule focused on progress to goals and project budgeting aligned to milestones.

EVALUATION COMMITTEE COMPOSITION

The committee tasked with the evaluation of applications has a broad level of experience with educator preparation collectively, representing a variety of perspectives and seniority in the field. Members are highly familiar with the educator and school leader preparation landscape in New Mexico.

COVER PAGE

Lead Organization Contact Information

Name			
Phone		e-mail	
Mailing Address			

Partner School #1 Contact Information (if needed)

Name			
Phone		e-mail	
Mailing Address			

Partner School #2 Contact Information (if needed)

Name			
Phone		e-mail	
Mailing Address			

Partner School #3 Contact Information (if needed)

Name			
Phone		e-mail	
Mailing Address			

Additional Pages May be Added for Additional Partners

Strategic Design for Native American Language and Culture Educator Ecosystem Checklist

Name of Project Lead and Organization		
Electronic application received by 5:00 p.m. on February 28, 2020	Yes No	
Cover page	Yes No	
Narrative showing the proposed program meets each of the eligibility requirements described in this RFA	Yes No	
<i><u>If the above items are not complete the application will not be accepted.</u></i>		