Industry Driven Regional Collaborative (IDRC) RFA– *Acute Need for Coding/Programming Bootcamp and Embedded Soft Skills*

Bidder's Workshop Webinar

**Tuesday, December 16, 2014
Workforce and Economic Development Division
California Community Colleges Chancellor's Office**

CALIFORNIA COMMUNITY COLLEGES
Doing What MATTERS™
FOR **JOBS** AND THE **ECONOMY**

Format of Bidder's Workshop Webinar

http://extranet.cccco.edu/Divisions/WorkforceandEconDev/WEDDRFAs.aspx

- Muting of Participants phones

- Overview of RFA Instruction, Terms & Conditions

- Questions & Answers

- Clarification Questions

RFA Clarification

If any ambiguity, conflict, discrepancy, omission, or other error in this RFA is discovered, immediately notify the Chancellor's Office of the error and request a written modification or clarification of the document. A clarifying addendum will be given to all parties who have obtained the RFA, without divulging the source of the request. Insofar as practical, the Chancellor's Office will give such notice to other interested parties, but the Chancellor's Office shall not be responsible for failure to do so.

Contact person for these Instructions and/or RFA Specification is:

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IDRC RFA Overview

Industry-Driven Regional Collaboratives IDRC –
Acute Need for Coding/Programming Bootcamp and Embedded Soft Skills

- SB 1402 (Lieu)

- Up to $2.725 Million (2 – 12 Awards approximately)

  - *Awarded by merit of application and requested amount based on availability of funding.*

- Applications Due Friday, January 30, 2015

- 24-month grant

- Objectives outlined by Industry-Driven Regional Collaboratives RFA

- Each IDRC application whether it be standard individual or multi-college acute need focus may be specific to <u>any</u> or multiple industry sectors.

RFA Objectives – Acute Need

In addition to **Standard IDRC Individual Applications**, This IDRC RFA :

- Is targeted at addressing acute labor market needs where there is inadequate responsiveness at the local level.
- Invites multi-college applications for the purpose of accelerating scale of response to target and address acute labor market needs.
- The acute employer needs specifically targeted through this RFA are:

  - *Coding/Programming Bootcamp*

  - *Embedded Soft Skills*

- **Applications may be specific to any or multiple industry sectors**.

Coding/Programming Bootcamp

- **A bundled sequence of short certificates approach to developing software coding/programming skills** that would enable the students/participants to enter into and compete for jobs in the broad occupational ladder of data science, user interface (UI) visualization, and/or the multitude of programming languages much in demand by employers.

  * Applicants are encouraged to utilize <u>as a resource</u>, the statewide expertise of the Information & Communications Technology/Digital Media (ICT/DM) Sector Navigator, to accelerate time-to-market and best practice sharing.

  * While single college solutions are welcomed to apply, the severity of the labor market need drives the CCCCO to bring colleges interested in this IDRC into a network.

Embedded Soft Skills

This RFA is also soliciting for:

- An approach to **embedding employer-advised soft skills** into existing CTE curriculum/programs, including work-based learning coursework, in order to answer the pervasive call by employers to improve these competencies amongst graduates.

  ➢ The proposal must have a mechanism for the employer to evaluate/badge demonstrated soft skill competencies.

* Single college solutions are welcomed to apply; however, the severity of the labor market need prompts the Chancellor's Office to encourage a network approach.

Objectives - Standard Individual IDRC Applications

In addition to the solicitation of multi-college applications addressing acute labor market needs, this IDRC RFA also invites Standard Individual IDRC projects that meet the needs and fill gaps in services that respond to local regional needs of business, industry, employee, and workforce.

These service–delivery structures are intended to offer flexibility to local communities and partners to meet the identified regional economic development needs.

☞ **NOTE:** The IDRC application whether it be standard or acute need focused may be specific to any or multiple industry sectors.

Services and Functions of participating IDRCs

California Community Colleges participating in IDRCs may provide and/ or perform any or all of the services and functions found on page 3 of the IDRC RFA.

These services and functions are also described in SB1402, Section 88631.

Momentum Points | Leading Indicators

A minimum of three Momentum Points/Leading Indicators are required. *(see Appendix E* Common Metrics & Accountability Measure(s) *)*

Eligibility

1. Only a California Community College or its district is eligible to apply either as 1) a single-college applicant or as 2) the lead applicant on behalf of a multi-college network.

2. **Submission of an initial Letter of Interest is required only for multi-college networks** or any college interested in joining a multi-college network with the intent of addressing the acute labor market needs involving software coding/programming or Embedded Soft Skills.

3. The letter of Interest form is located at http://extranet.cccco.edu/Divisions/WorkforceandEconDev/WEDDRFAs.aspx

4. The completed Letter of Interest Form **must be submitted via email no later than December 22, 2014,** to Analyst Mary Kloss: mkloss@cccco.edu.

5. A Letter of Interest **will not be required** for those applicants that intend to submit standard individual IDRC projects.

NOTE: Colleges may be changed, added or deleted prior to final submission of the Application

Letters of Interest – Next Steps

Once Letters of Interest have been received:

1. All Letters of Interest will be made public in order for interested colleges to contact each other and join or broaden their network.

NOTE: THIS MERELY PROVIDES A FORUM FOR MULTI-COLLEGE APPLICANTS TO POOL EFFORTS AND SHARE MULTI-COLLEGE STRATEGIES.

1. A college will not be allowed to participate in more than one application in the coding/programming area.

2. A college will not be allowed to participate in more than one application in the soft skills area

3. **Lead Multi-College Applicants** interested in forming a multi-college network are encouraged to strategize the best approach in the development and writing of the application, how to deliver on the performance outcomes, and insure that the dollar for dollar (1:1) match requirement is met.

Acute Need Award Considerations

1. **Up to an additional <u>10 bonus points</u>** can be awarded on top of the averaged score of an application by the CCCCO WEDD Leadership Team for proposals considered to have the highest potential to address the acute areas of need outlined in this RFA at scale.

2. In the area of software coding/programming, the CCCCO reserves the right to award at least one larger award to a network involving at least two colleges in targeted regions where the labor market need is great, documented by LMI date, and includes a minimum of two colleges from other regions.

3. In the area of software coding/programming, the CCCCO reserves the right to award at least one larger award to a network involving at least 10 colleges in targeted regions where the labor market need is great, documented by LMI date, and includes a minimum of two colleges from other regions.

Application Format & Instructions

1. To avoid being disqualified, application format instructions must be followed, all questions answered, and the RFA Specification and Appendix B forms (Excel workbook) & Appendix C Templates will be used as tools.

2. **All required narratives** must have a format set for 8.5"x 11" paper with margins of 1" Arial font and 12-point type.

3. A maximum of **10 narrative pages total** will be allowed per application. In other words, the total number of narrative pages will be counted as all inclusive.

4. The Chancellor's Office may require the applicant to make adjustments in the budget, annual workplan, or other aspects of the application prior to funding the grant.

Application Components

- CEO Cover Letter-Letter of Intent *(Appendix C-Templates)*

- Contact Page *(Appendix B - excel workbook)*

- Application Abstract *(Narrative)*

- Table of Contents

- Need *(Narrative)*

- Response To Need *(Narrative)*

- Annual Workplan *(Appendix B - excel workbook)*

- Application budget summary/Budget Detail Sheets/Match *(Appendix B - excel workbook)*

- Project Management *(Narrative)*

- Partnership and Scalability *(Narrative)*

- Integration and Sustainability *(Narrative)*

Application Scoring

- Grant applications are scored based on a maximum of 100 points as indicated on the table to the right.

- A minimum averaged score of 75 must be obtained within the reading process in order to be considered for funding.

- **Up to an additional 10 bonus points** can be awarded on top of the averaged score of an application by the CCCCO WEDD Leadership Team for proposals considered to have the highest potential to address the acute areas of need outlined in this RFA at scale.

		Maximum points
Section 1	Need	10
Section 2	Response to Need	30
Section 3	Annual Workplan	20
Section 4	Application Budget Summary/ Application Budget Detail Sheet/Match	10
Section 5	Project Management	10
Section 6	Partnership and Scalability	10
Section 7	Integration & Sustainability	10
	Total Points	**100**
	Bonus Points	**10**

Annual Workplan

- ❖ Objectives

- ❖ Metric Number(s)

- ❖ Activities

- ❖ Performance Outcomes

- ❖ Timelines

- ❖ Responsible Persons

- ❖ Insure that your workplan reflect attendance at Regional Consortia Meetings.

Application Budget/Budget Detail/Match

Excel Workbook Forms: Follow the directions to "Do First". This action will populate the fields in the form headers and insure that the RFA number and the district information is correct.

The Budget Summary page will automatically populate with the appropriate budget information AFTER you complete the Budget Detail AND Match Detail Sheets.

- Budget Detail Sheets *(complete first)*
- Budget Summary
- Indirect Administrative Costs
- Travel
- Equipment Purchases
- Regional Consortia Meetings

Match-Dollar for Dollar 1:1

"Matching Resources" are required means any combination of public or private resources, either cash or in-kind, derived from sources other than the economic and workforce development program funds appropriated by the annual Budget Act, that are determined to be necessary for the success of the project to which they are applied.

Application Submission Procedures

Once Applications are received:

Each received application will be screened for completeness to insure all application components have been included, formats followed, and signature requirements have been met. Failure to comply with application submission instructions **shall result in rejection prior to scoring.**

❑ **Submission of PDF application** must be submitted electronically to _EWDAppSubmittals@cccco.edu_ , no later than **5:00 p.m. Friday, January 30, 2015.**

❑ Applications must be in a <u>single</u> PDF (no separate e-mails with pieces of applications will be accepted).

❑ Applications e-mailed to any address other than listed above <u>will not be accepted</u>.

❑ The subject line must read: **2014-2015 IDRC (**_name of the College/District_**)**

Application Submission Components

In the following order, please insure the application submitted includes these application components:

- ❑ A cover letter signed by the CEO or designee of the Community College District *(Appendix C, Templates)*

- ❑ Contact Page *(Appendix B, excel workbook)*

- ❑ Application Abstract (*Narrative*)

- ❑ Table of Contents

- ❑ Need (*Narrative*)

- ❑ Response to Need (*Narrative*)

- ❑ Annual Workplan *(Appendix B, excel workbook)*

- ❑ Application Budget Summary *(includes signatures of Project Director, Chief Business Officer's/Designee's signature)*

- ❑ Application Budget Detail Sheet *(Appendix B, excel workbook)*

- ❑ Application Match Detail Sheet - 1:1 match from employers) *(Appendix B, excel workbook)*

- ❑ Out-of-State Travel Form(s) if applicable *(Appendix C, Templates)*

- ❑ Project Management (*Narrative*)

- ❑ Partnership and Scalability (*Narrative*)

- ❑ Sustainability and Integration (*Narrative*)

Calendar of Key Dates

Key Dates	
December 4, 2014	RFA Released
December 16, 2014	Bidder's Conference
December 22, 2014	Letter of Interest Due (Acute need-Multi-college)
January 30, 2015	Deadline for Submitting Application
February 13, 2015	Notification of Intent to Award
February 27, 2015	Appeal Deadline
March 16-17, 2015	Board of Governors Approval (grants over $100,000)
April 1, 2015	Grant Commencement
March 31, 2017	Grant End Date

Calendar of Reporting Dates

Reporting Dates	Year 1
July 25, 2015	1st Quarter Year-to-Date Expenditure and Progress Report due
October 25, 2015	2nd Quarter Year-to-Date Expenditure and Progress Report due
January 25, 2016	3rd Quarter Year-to-Date Expenditure and Progress Report due
April 25, 2016	4th Quarter Year-to-Date Expenditure and Progress Report due
May 25, 2016	**Interim Narrative Report**
	Year 2
July 25, 2016	1st Quarter Year-to-Date Expenditure and Progress Report due
October 25, 2016	2nd Quarter Year-to-Date Expenditure and Progress Report due
January 25, 2017	3rd Quarter Year-to-Date Expenditure and Progress Report due
April 25, 2017	4th Quarter Year-to-Date Expenditure and Progress Report due
May 25, 2017	**Final Expenditure, Match, and Final Narrative Report**

Reporting Requirements

- Permissive Activities and General Costs

- Reporting Requirements

    - Year-to-Date Expenditure and Progress Report

    - Accountability Reporting

- Reference Materials

- Terms and Conditions

Appendix A
Legal Terms and Conditions

- Article I Program-Specific Legal Terms and Conditions

  ► Cost and Payments

  ► Budget Changes

  ► Application Amendment Requests

  ► Reporting

- Article II, Standard Legal Terms and Conditions

Appendix B
Application Forms

Excel Workbook

✓ Do First

✓ Contact Page

✓ Application Budget Summary

✓ Application Budget Detail Sheet

✓ Application Budget Detail Sheet (Format Example)

✓ Match Budget Detail Sheet

RFA Templates

- Application Checklist for SB 1402

- CEO Cover Letter (Template)

- Out-of-State Travel Form

- Determining Allowable Costs

- Permissive Activities SB 1402

- Allowability of General Costs

Appendix D
Common Metrics and Accountability Measures

- Background
- ARCC 2.0 Framework
- Measures

Contact Information

Thanks for your participation

For Questions or Clarification Contact

Katie Faires

(916) 323-5863

kfaires@cccco.edu

For Technical Assistance in the submission of your application

Please contact:

Mary Kloss

(916)

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