

Education Achievement Authority of Michigan
REQUEST FOR PROPOSALS
Teacher Incentive Fund Grant
Evaluation Writer

The Education Achievement Authority of Michigan (EAA of Michigan) is soliciting competitive proposals for an evaluator to carry out the annual evaluation of a Teacher Incentive Fund grant. The evaluator will participate with the Teacher Incentive Fund grant project director in the evaluation of the annual teacher assessment review and performance awards as well as conduct a budget analysis of the approved federally funded Project PEP (Pay for Excellent Performance).

Sealed proposals signed by authorized official(s) of the vendor submitting the proposal will be received until 2:00 p.m., October 19, 2012, and should be addressed to:

Rebecca Lee-Gwin, PhD
Deputy Chancellor Business and Fiscal Affairs and Operations
Education Achievement Authority of Michigan
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Detroit, MI 48202
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Fax: (313) 456-3011
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lee-gwinr@michigan.gov

Questions regarding this Request for Proposals should be directed to:

Mary Esselman, Ed.D
Chief Officer, Accountability, Equity, and Innovation
Education Achievement System
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The Education Achievement Authority of Michigan awards public contracts without regard to race, religion, color, creed, national origin, sex, age or handicapped condition as defined by Federal and Michigan Statutes.

EAA of Michigan is a new special statewide system that was formally created August 11, 2011 through an inter-local agreement between the Board of Regents of Eastern Michigan University and the School District for the City of Detroit. EAA of Michigan operates the lowest performing five percent of schools not achieving satisfactory results on the Michigan redesign plan. It operates as an independent, freestanding entity with the legal authority of an independent Local Educational Agency (LEA).

As of July 1, 2012, EAA of Michigan took over the operation of 15 low performing schools, with authority to expand to 60 schools. The first group of underperforming schools has been transferred from the Detroit Public School System with 45 more assigned by the Michigan Reform Officer over the next two years.

On September 30, 2012, EAA of Michigan received a five-year \$35,491,095 award under the Teacher Incentive Program (TIF-84.374A) to carry out Project PEP (Pay for Excellent Performance), which is a single-applicant proposal under the Main TIF Competition. Grant funds will be used to carry out a statewide educator compensation-restructuring model in conjunction with a new salary configuration.

During the next five years, PEP will be used as a performance based compensation system (PBCS) for more than 2,219 certified teachers and administrators working directly with approximately 46,545 students currently attending or will attend 60 Michigan schools that are rated persistently low performing in school systems throughout the state.

EAA of Michigan is soliciting competitive proposals for an evaluator to carry out the required evaluation of the Teacher Incentive Fund grant. This contract will run from October 29, 2012, through September 30, 2017 and will be renewed annually.

Description of Project

The evaluator will participate with the PEP grant project director in all teacher assessment meetings for the purpose of conducting a comprehensive evaluation. The annual evaluation will describe in detail the multiple measures and methodologies (both quantitative and qualitative) that were used in evaluating the program's context, design/processes, performance assessment, implementation, and project impact. Additionally, the evaluator will work with the EAA finance officer to review and assess the annual budget.

The awarded vendor will be contracted to conduct the full-five year grant evaluation only if EAA of Michigan receives its grant allocation each year. EAA of Michigan was awarded a five-year grant, however each year's program is dependent on federal funds made available under the budget for the Elementary and Secondary Education Act passed by Congress.

Required Activities

At a minimum, the evaluator will:

- Annually conduct a minimum of 24 days of onsite service working with TIF project staff to review program progress and to offer technical assistance based on the results of collected data.
- Meet on a regular basis with the TIF project director to review and revise the evaluation plan design and narrative.

Deliverables

- An annual evaluation plan narrative that is:
 1. In accordance with the federal grant style and format guidelines
 2. Consistent with the approved evaluation plan outlined in the TIFF grant proposal shown in sections 3 -5 (pages 49 through 56 of the program narrative).
 3. Responsive to federal priorities (absolute, competitive and invitational) addressed in the approved TIF grant application.
- An annual assessment of the program budget as approved in the grant application as well as an assessment of its relevance to the project components paid with grant funds.
- A detailed resume (revised annually) describing evaluation-related credentials (for inclusion in the annual federal program progress report)

Required Credentials

- Minimum of 5 years of comparable grant evaluation experience
- Minimum of 5 years of experience conducting evaluations in the K-12 arena
- Degree in education
- List of three client references that speak to applicant's:
 1. Demonstrated skill in qualitative and quantitative approaches to evaluation
 2. Record of providing quality evaluation services
 3. Reputation for being client-centered
- Experience working with K-12 school districts
- Knowledge of teacher effectiveness factors
- Knowledge of Teacher Incentive Fund grants

Proposals will be evaluated based on the vendor's ability to provide all services contained in this RFP efficiently and at a reasonable cost to EAA of Michigan. Respondents shall submit one original and two additional copies of their proposals. All contracts are awarded contingent upon annual funding.

Sealed proposals signed by authorized officials for the vendor making the proposal will be received by the EAA of Michigan office before 2:00PM on October 19, 2012 or postmarked on or before October 15, 2012 and addressed to:

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