

LPPRFP GC#12-005
2012-2017 Requirement Updates

Number	Revision Date	Page No.	Requirement Updated
1.	6/4/2012	41	The page limitation for the technical section of the application has changed from 30 single space pages to 30 double space pages.
2.	6/5/2012	2	Questions submission deadline Friday June, 8th COB. Answers to be posted by Friday June, 15th COB.
3.	6/7/2012	15 & 25	Updated the award levels and costs per student
4.	6/7/2012	49-52	Updated criteria and point distribution to the <i>Need For Project</i> and <i>Proposal Narrative</i> sections of the scoring rubric. The proposal narrative rubric is changed by deleting section a.3.j. and changing the point value of section b. to 3 (good), 2 (fair), 1 (poor), 0 (N/F). The rubric now adds up to 45 points.
5.	6/7/2012	41 #2.	The actual Code of Conduct document should be a separate attachment and will not count toward the maximum 10 page limit in the Need for Project section.
6.	6/7/2012	42 #3.	Identify which intervention programs are utilized as partners in the proposed project; such as those that are funded by NYS which include, but are not limited to...
7.	6/19/2012	2	Electronic Application Submission Microsoft Office 2003 and later versions of Office (2007 and 2010) are acceptable. Both word and PDF files are recommended and should be submitted to LPPRFP@mail.nysed.gov
8.	6/8/2012	41	Updated criteria for font size & charts/tables

Updates to the LPP RFP indicated in red & underlined below:

1. TECHNICAL & BUDGET SECTIONS

These sections should present a cohesive document with each individual section adhering to the format outlined in each section below. **The Technical Section must not exceed 30 pages (for submissions over thirty pages the reviewer will only review the first thirty pages), double spaced, with 1" margins on all sides on 8 ½" X 11" size pages; font should be Times New Roman or Arial **with a font size of 12**. The Budget section is not counted against this page limit; it also needs to be double spaced. Other required supporting documents, including the organizational chart and position descriptions, and Code of Conduct are not counted toward this page limit. The name of the applicant IHE must appear in the top right corner of each page. All pages must be numbered bottom centered of each page. The budget section does not have a page requirement or limit. The entire document should be double space. Tables should be centered in the page and the font size should be no smaller than 10 but at least a 12 if at all possible**

2. Questions deadline emailed to LPPRFP@mail.nysed.gov by **Friday June 8, 2012**

The Liberty Partnerships Program Questions Answers (Q & As) will be posted to the NYSED LPP website at: <http://www.highered.nysed.gov/kiap/precoll/lpp/> by **Friday June 15, 2012.**

3. (Method of Determining Award) The maximum award will be \$350,000 for projects that propose to serve at least 280 students at a rate of \$1,250 per participant. The minimum award amount will be \$200,000 to serve at least 160 students. Applications requesting more than \$300,000 must serve more than 240 students. There is no cap on the maximum number of students; however, there is a maximum cost per student of \$1,250 for requests above \$300,000.

4. Scoring Rubric

	Good	Fair	Poor	N/F
2. Need for Project [28 points] The applicant describes the overall need for the project by addressing the following criteria:				

a. 1. Demonstrate how the proposed project will integrate the expectations, knowledge, and skills needed for high school graduation, career preparedness, and college-level work for the identified student participant population.	5	3.5	2	0
a. 2. Specify measurable goals and objectives for both demonstrable student participant achievement and efficient project management.	1	.5	.25	0
b. 1. Demonstrate the high level of IHE commitment and the process used to involve faculty members, undergraduate and graduate/professional students from degree programs in fields including: human services, education, counseling, social work, psychology, sociology, and others which can identifiably foster college and career readiness in the student participant population.	5	3.5	2	0
b. 2. Includes a LPP project code of conduct that is aligned with the NYS Dignity for All Students Act.	1	.5	.25	0
b. 3. Provide information on the organizational model employed which creates student participant success through small group environments with low student to staff ratios.	2	1.5	1	0
c. 1. Provide the process for cooperation with LEAs, IHEs, municipalities, businesses and not-for-profit community based organizations. Also identified in Appendix 4.	3	2	1	0
<u>c. 2. Provides the process for the inclusion and ongoing meaningful involvement of students, parents, deans, faculty, department chairs, and teachers in the implementation of the LPP project</u>	2	1.5	1	0
<u>c. 3. Identifies intervention programs that are utilized as partners in the proposed project.</u>	4	2.75	1.5	0
<u>c. 4. Describe the management structure, accompanied by an organizational chart and position descriptions, outlining the responsibilities in the planning and implementation of the project.</u>	3	2	1	0
<u>c. 5. Provides the process for making use of stakeholder partnerships to support aspects of your intervention and dropout prevention program beyond the funding cycle.</u>	2	1.5	1	0

3. Proposal Narrative [45 points]

b. Demonstrates and explains the model for service provision based upon the prevailing research (e.g. peer-reviewed journal) and best practices in the field (e.g. qualitative research review).	3	2	1	0
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5. Develop an LPP project code of conduct that is aligned with the [NYS Dignity for All Students Act](#). The actual Code of Conduct document should be a separate attachment and will not count toward the maximum 10 page limit in this section.

6. Identify which intervention programs are utilized as partners in the proposed project; such as those that are funded by NYS which include, but are not limited to...

7. Applications Due electronically and posted marked by July 3, 2012 5pm: Hard copy (original and three copies) & a electronic submission of the proposal in Microsoft Office 2003 and later versions of Office (2007 and 2010) are acceptable. Both word and PDF files are required and should be submitted to LPPRFP@mail.nysed.gov

8. The entire document should be double space. Tables/Charts should be centered in the page and the font size should be no smaller then 10 but at least a 12 if at all possible.