



Request for Proposal (RFP)

Project Title: Great Schools Colorado (GSC) Charter School Program Grant

Issued by: Colorado League of Charter Schools (CLCS)

Issue Date: 03/16/25

Proposal Deadline: 04/20/25

1. Introduction

The League is seeking proposals from qualified consultants and organizations to provide **Grant Technical Assistance (TA) Services**. This RFP invites proposals for assistance in three essential elements:

1. Sector-wide supports that build the capacity of developers and eligible applicants to surmount common barriers encountered during pre-opening and early implementation phases, including best practice support for schools both within and outside the charter school sector based on dissemination examples;
2. Tailored support for subgrantees during their pre-award, planning, and implementation phases based on application reviews, monitoring findings, and an intensive needs assessment process; and
3. A suite of supports that enhance the overall caliber of charter school authorization in Colorado.

2. Project Overview

The League was awarded \$68 million in federal education funding over the next five years to help Colorado expand opportunities for students to attend high-quality public charter schools that meet and exceed state academic standards. Of this amount, 90% is allocated for subgrants. The remaining 10% is designated for administrative costs (up to 3%) and technical assistance (TA), with at least 7% allocated to Provider TA.

As schools attempt to develop sustainable infrastructures that will support educational attainment, our expectation is that TA offerings will fall within the following core operational domains:

- Facility Management
- Governance
- Community Engagement
- Transportation
- School Safety
- Compliance
- Budget Oversight

3. Scope of Work

The selected consultant or organization will provide one or more of the following services:

1. **Sub-grantee Support**
 - The opening and operation of a school
 - Project goal-setting and grant management resources
 - Supporting students with disabilities and English learners
2. **Governing Board Support**
 - Board training modules, including board basics and board fundamentals
 - Recruiting effective board members
 - Performance management training (academic, culture, financial, and operational)
3. **Administrator Support**
 - Specialized instructional leadership training
 - School administrator mentoring opportunities/cohorts
 - Ongoing mentoring
4. **Business Operations Support**
 - Business operations networking meetings
 - Charter school business professional training
 - Topic-based webinars
5. **Authorizer Support**
 - Supporting with quality authorizing practices
 - Professional development for authorizers
 - Identification and recruitment of potential authorizers

4. Proposal Submission Requirements

All interested and qualified vendors are required to submit the following:

1. **Company Profile**
 - Brief description of your organization, including its history, size, and areas of expertise.
 - Relevant experience in providing technical assistance services, including any past work with organizations of similar size or in similar sectors.
2. **Technical Proposal**

- Approach and methodology for providing the required services, including a timeline for deliverables and specific strategies to achieve the goals of the RFP.
 - Overview of tools, resources, and systems you plan to use for grant research, proposal writing, and grant management.
- 3. Cost Proposal**
- Detailed breakdown of costs, including hourly rates or fixed fees for the services listed in the Scope of Work.
 - Estimated number of hours for each task or phase of the project.
 - Any additional costs or fees associated with providing the services.
- 4. References**
- Contact information for at least two references who can speak to your experience in providing grant technical assistance services, especially in the context of preparing and submitting grant proposals.
- 5. Team Qualifications**
- Resumes or bios of key team members who will be working on the project, highlighting relevant skills, experience, and qualifications related to grant writing and technical assistance.

5. Evaluation Criteria

The League will evaluate proposals based on the following criteria. The evaluation process will focus on the vendor's qualifications, experience, proposed budget, and their proposed approach to delivering technical assistance in the context of charter school growth.

1. Vendor Qualifications and Experience

- Demonstrated Expertise: Demonstrated experience in managing federal education funding and supporting the development and growth of high-quality public charter schools.
- Relevant Experience: Demonstrated knowledge of financial management for start-up charter schools, including funding allocation, compliance with federal guidelines, and budget oversight.
- Previous Work: Clear descriptions and samples of relevant past work, with a focus on projects that align with the goals of this grant.
- Track Record: Experience working with charter schools and providing technical assistance or other services relevant to the needs of this RFP.

2. Budget Proposal

- Cost Effectiveness: The clarity, detail, and reasonableness of the proposed budget in relation to the scope of work.
- Budget Allocation: Detailed breakdown of how the funding will be allocated across various tasks with appropriate funding for each aspect of the project (e.g. administration, technical assistance, evaluation of applications).
- Sustainability: Consideration of how the budget supports long-term success and sustainability of the project outcomes.

- Transparency: The budget should reflect transparency in how funds will be used and demonstrate a commitment to responsible financial stewardship.

3. Detailed Description and Delivery of Technical Assistance

- Technical Assistance Approach: A clear, detailed explanation of how the vendor will provide technical assistance (TA) to charter schools, focusing on helping them meet or exceed state academic standards.
- Specific Services Offered: A detailed description of the specific technical assistance services to be provided, including areas such as financial management, curriculum development, student assessment strategies, and operational best practices.
- Customization and Flexibility: The approach should demonstrate flexibility in tailoring TA to meet the individual needs of charter schools at different stages of development (e.g., planning, implementation).
- Implementation and Measurement: A clear timeline and milestones for the delivery of technical assistance, outlining when key services and interventions will take place, and how success will be measured and tracked.

6. Proposal Submission Instructions

Please submit your proposal by **04/20/25** in electronic format (PDF) to:

Bright Homawoo

GSC Grant Manager & Technician

Colorado League of Charter Schools

Email: bhomawoo@coloradoleague.org

Phone: 720-439-8568

For any questions regarding this RFP, please contact Bright Homawoo at

bhomawoo@coloradoleague.org.

7. Terms and Conditions

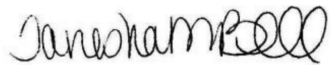
- **Confidentiality**: All proposals will be treated as confidential and will only be used for the purpose of evaluating the response.
- **Right to Reject**: Colorado League of Charter Schools reserves the right to reject any or all proposals at its discretion.
- **Proposal Validity**: Proposals must remain valid for 90 days from the proposal submission deadline.
- **Contract Terms**: Should your proposal be selected, the consultant/firm will be required to sign a formal agreement outlining the terms and conditions before starting the work.

8. Additional Information

- **Proposal Presentation:** Finalists may be invited to present their proposal in person or via video conference.

We look forward to receiving your proposal and collaborating to build a stronger grant application capacity for Colorado League of Charter Schools.

Sincerely,



Tanesha Bell
Great Schools Colorado Project Director
Colorado League of Charter Schools
