

State of Maine
Master Score Sheet

RFP# 202401001						
FY25 – 27 Competitive Grant Application for Integrated English Literacy and Civics Education – Integrated Education and Training Programs and Services (IELCE/IET) (WIOA, sec. 243)						
Applicant Name:		Bangor School Department	Lewiston Adult Education	South Portland School Department		
Proposed Cost:		\$24,560.00	\$74,599.95	\$110,000.00		
Scoring Sections		Points Available				
Section I: Preliminary Information		No Points— Eligibility Requirements	Pass	Pass	Pass	
Section II: Organization Qualifications and Experience		5	4	5	5	
Section III: Proposed Project		70	60	68	70	
Section IV: Budget Proposal		25	20	20	25	
TOTAL		<u>100</u>	<u>84</u>	<u>93</u>	<u>100</u>	
Applicant Name:						
Proposed Cost:						
Scoring Sections		Points Available				
Section I: Preliminary Information		No Points— Eligibility Requirements				
Section II: Organization Qualifications and Experience		5				
Section III: Proposed Services		70				
Section IV: Cost Proposal		25				
TOTAL		<u>100</u>				



**STATE OF MAINE
DEPARTMENT OF EDUCATION**

**Janet T. Mills
Governor**

**A. Pender Makin
Commissioner**

April 22, 2024

Greg Leavitt
Director of Adult Education
Bangor School Department
121 York Street
Bangor, ME 04401

SUBJECT: Notice of Conditional Contract Awards under RFP # 202401001,
FY25 – 27 Competitive Grant Application for Integrated English Literacy and Civics
Education – Integrated Education and Training Programs and Services
(IELCE/IET) (WIOA, sec. 243)

Dear Greg:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Education for FY25 – 27 Competitive Grant Application for Integrated English Literacy and Civics Education – Integrated Education and Training Programs and Services (IELCE/IET) (WIOA, sec. 243). The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following applicants:

- Bangor School Department
- Lewiston Adult Education
- South Portland School Department

The applicants listed above received the evaluation team's highest rankings. The Department will be contacting the aforementioned bidders soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

As stated in the RFP, following announcement of this award decision, all submissions in response to the RFP are considered public records available for public inspection pursuant to

the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

DocuSigned by:
Megan Dichter

F91E405839A2447...

Megan Dichter
State Adult Education Director

STATEMENT OF APPEAL RIGHTS

State Appeal of Contract Awards: Any person aggrieved by the award decision that results from the RFP may appeal the decision to the Director of the Bureau of General Services in the manner prescribed in [5 M.R.S.A. § 1825-E](#) and [18-554 Code of Maine Rules Chapter 120](#). The appeal must be in writing and filed with the Director of the Bureau of General Services, 9 State House Station, Augusta, Maine, 04333-0009 within 15 calendar days of receipt of notification of conditional contract award.

Federal Appeal of Contract Award: Any person aggrieved by the award decision that results from this RFP may appeal the decision to the Secretary of the US Department of Education. For further information about the federal appeal rights process, see [EDGAR §76.401](#).



**STATE OF MAINE
DEPARTMENT OF EDUCATION**

**Janet T. Mills
Governor**

**A. Pender Makin
Commissioner**

April 22, 2024

Jennifer Tiner
Director
Lewiston Adult Education
145 Birch Street
Lewiston, ME 04240

SUBJECT: Notice of Conditional Contract Awards under RFP # 202401001,
FY25 – 27 Competitive Grant Application for Integrated English Literacy and Civics
Education – Integrated Education and Training Programs and Services
(IELCE/IET) (WIOA, sec. 243)

Dear Jennifer:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Education for FY25 – 27 Competitive Grant Application for Integrated English Literacy and Civics Education – Integrated Education and Training Programs and Services (IELCE/IET) (WIOA, sec. 243). The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following applicants:

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**STATE OF MAINE
DEPARTMENT OF EDUCATION**

**Janet T. Mills
Governor**

**A. Pender Makin
Commissioner**

April 22, 2024

Erin Krivicky
Director of Adult Education
South Portland School Department
120 Wescott Road
South Portland, ME 04106

SUBJECT: Notice of Conditional Contract Awards under RFP # 202401001,
FY25 – 27 Competitive Grant Application for Integrated English Literacy and Civics
Education – Integrated Education and Training Programs and Services
(IELCE/IET) (WIOA, sec. 243)

Dear Erin:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Education for FY25 – 27 Competitive Grant Application for Integrated English Literacy and Civics Education – Integrated Education and Training Programs and Services (IELCE/IET) (WIOA, sec. 243). The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following applicants:

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- Lewiston Adult Education
- South Portland School Department


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State Adult Education Director

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**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202401001

RFP TITLE: FY25-27 Competitive Grant Application for Integrated English Literacy and English Literacy and Civics Education – Integrated Education and Training Programs and Services

BIDDER: Bangor School Department

DATE: March 18, 2024

SUMMARY PAGE

Department Name: Education

Name of RFP Coordinator: Amy Poland

Names of Evaluators: Tarlan Ahmadov, Megan Dichter, Madelyn Litz, David McDonough, Tamara Ranger

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligible Provider Criteria, Part V, A.)		
• Appendix C, Served Eligible Individuals	X	
• Appendix F, Demonstrated Effectiveness	X	
• Demonstrated Need for IELCE/IET Services	X	
• Application Complete	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	5	4
Section III. Proposed Project	70	60
Section IV. Budget Proposal	25	20
<u>Total Points</u>	<u>100</u>	<u>84</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202401001

RFP TITLE: FY25-27 Competitive Grant Application for Integrated English Literacy and English Literacy and Civics Education – Integrated Education and Training Programs and Services

BIDDER: Bangor School Department

DATE: March 18, 2024

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

All materials submitted and complete.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202401001

RFP TITLE: FY25-27 Competitive Grant Application for Integrated English Literacy and English Literacy and Civics Education – Integrated Education and Training Programs and Services

BIDDER: Bangor School Department

DATE: March 18, 2024

**EVALUATION OF SECTION II
Organization Qualifications and Experience**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	5	4

Evaluation Team Comments:

A. Overview of the Organization

- Comprehensive intake process outlined
- Schedule and tools in place
- Collaboration with EMCC and partners and alignment to programs
- Description of general adult education services, but not specifically services for multilingual learners
- Are the examples IET—offered to students or presented as one program?
- IT—is it still priority?
- Range of courses available
- Increased need for services for MLs
- Not comprehensive description of the work they’ve done. They don’t have the history of serving MLs, but data shows it’s a growing program)
- Have experience with the workforce training and data, but not data shared for the IT proposed project

B. Subcontractors-- N/A

C. Litigation—N/A

D. Financial Viability—School Administrative Unit

E. Certificate of Insurances-- Submitted

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202401001

RFP TITLE: FY25-27 Competitive Grant Application for Integrated English Literacy and English Literacy and Civics Education – Integrated Education and Training Programs and Services

BIDDER: Bangor School Department

DATE: March 18, 2024

**EVALUATION OF SECTION III
Proposed Project**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Project	70	60

Evaluation Team Comments:

- A. Regional and community need
 - Focusing on health care—tie into nursing program, and future growth
 - Clear data presented to show increase in learners and need for services
 - Upskilling—outlined in Local Workforce Board plan
- B. Demonstrated Past Effectiveness
 - Growth and need increasing for opportunities for multilingual learners
 - Could be making better gains, but it’s a developing program—numbers are steady, but not a high number of successes
 - Recipient of Strengthening Maine’s Workforce grant—build on work started here
- C. Learner-Centered Design
 - New Mainer Resource Center will be helpful
 - Good skill design and partnership with EMCC
 - GEPA listed strategies could be used here, too
 - Focus on learners with disabilities—working with learners with anxiety
- D. Instructional Model
 - In-person instruction, well laid out with specific steps, but more information needed on how they are ensuring rigor and sufficient intensity of instruction.
 - Software to supplement and support and
 - Q—job seeking and work readiness skills— will they be using WorkReady?
 - Clear outline of roles and responsibilities with partners, including EMCC
 - Q—How will civics education be delivered? It’s not mentioned.
 - Progress monitoring throughout
- E. One-Stop and Community Partnerships
 - EMCC and Local Workforce Board supports
 - Strong community partnerships
 - Any connections to their Career Tech Education Center?
- F. Personnel Qualifications
 - Staff to do it, but putting it together to make it work
 - Strong qualifications, all certified
 - Q— What professional learning is available for educators?
- G. Data Controls
 - Vague
 - Limited information

How many learners are they planning to serve in their program?

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202401001

RFP TITLE: FY25-27 Competitive Grant Application for Integrated English Literacy and English Literacy and Civics Education – Integrated Education and Training Programs and Services

BIDDER: Bangor School Department

DATE: March 18, 2024

**EVALUATION OF SECTION IV
Budget Proposal**

	<u>Points Available</u>	<u>Points Awarded</u>
Section IV: Budget Proposal	25	20

Evaluation Team Comments:

- Significant matching— \$7,250
- Total number of students? How many students to serve?
- Mostly allocated for salary
- Amount in the budget narrative and spreadsheet were not the same?
- \$5000 for EnGen licenses or other software
- \$12,280/year

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202401001

RFP TITLE: FY25-27 Competitive Grant Application for Integrated English Literacy and English Literacy and Civics Education – Integrated Education and Training Programs and Services

BIDDER: Lewiston Adult Education

DATE: March 18, 2024

SUMMARY PAGE

Department Name: Education

Name of RFP Coordinator: Amy Poland

Names of Evaluators: Tarlan Ahmadov, Megan Dichter, Madelyn Litz, David McDonough, Tamara Ranger

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligible Provider Criteria, Part V, A.)		
• Appendix C, Served Eligible Individuals	X	
• Appendix F, Demonstrated Effectiveness	X	
• Demonstrated Need for IELCE/IET Services	X	
• Application Complete	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	5	5
Section III. Proposed Project	70	68
Section IV. Budget Proposal	25	20
<u>Total Points</u>	<u>100</u>	<u>93</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202401001

RFP TITLE: FY25-27 Competitive Grant Application for Integrated English Literacy and English Literacy and Civics Education – Integrated Education and Training Programs and Services

BIDDER: Lewiston Adult Education

DATE: March 18, 2024

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

All materials submitted and complete.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202401001

RFP TITLE: FY25-27 Competitive Grant Application for Integrated English Literacy and English Literacy and Civics Education – Integrated Education and Training Programs and Services

BIDDER: Lewiston Adult Education

DATE: March 18, 2024

**EVALUATION OF SECTION II
Organization Qualifications and Experience**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	5	5

Evaluation Team Comments:

- A. Overview of the Organization
 - Growing number of students
 - Detailed description of experience, including strong history of success and programming in IELCE and IET
 - Well-defined sectors for programming
 - Comprehensive programming offered
 - Strong connections with community organizations
- B. Subcontractors—N/A
- C. Litigation—Submitted
- D. Financial Viability—Submitted
- E. Certificate of Insurances—Submitted

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202401001

RFP TITLE: FY25-27 Competitive Grant Application for Integrated English Literacy and English Literacy and Civics Education – Integrated Education and Training Programs and Services

BIDDER: Lewiston Adult Education

DATE: March 18, 2024

**EVALUATION OF SECTION III
Proposed Project**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Project	70	68

Evaluation Team Comments:

- A. Regional and community need
 - Well-defined sectors identified, support workforce needs from strategic plan
 - Increased rate of need among population
 - Strong data—numbers and educational levels
 - Employer-sponsored classes
 - Outreach in community (social media, Chamber presentations)
- B. Demonstrated Past Effectiveness
 - Performance meets WIOA-standards and community needs
 - Detailed plan for moving forward
- C. Learner-Centered Design
 - Flexible programming, dedicated staff
- D. Instructional Model
 - Flexible scheduling: individual and in-person instruction, hybrid and remote options, evening, 3-distinct semesters, year round
 - Many options for learners
 - Use of software
 - Student ambassadors sharing experiences
 - Expertise in Program Design and design for learners—use of the IET Toolkit
 - Bridge to AEFLA IET—looking at IELCE to move learners to a more advanced model
 - Co-enrollment opportunities
 - Alignment and collaboration to New Mainers Resource Center
- E. One-Stop and Community Partnerships
 - Wide agency and partner support
 - Advisors working with partners
- F. Personnel Qualifications
 - Strong qualifications of staff, including career navigator
 - Staff experiences with lived experience and diverse staff
 - Highly qualified staff
 - What are some examples for IELCE PD?
- G. Data Controls
 - Strong processes and plan to revise process
 - Plans for improvement
 - Q-- Developing a new tracking system? What does that look like?

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202401001

RFP TITLE: FY25-27 Competitive Grant Application for Integrated English Literacy and English Literacy and Civics Education – Integrated Education and Training Programs and Services

BIDDER: Lewiston Adult Education

DATE: March 18, 2024

**EVALUATION OF SECTION IV
Budget Proposal**

	<u>Points Available</u>	<u>Points Awarded</u>
Section IV: Budget Proposal	25	20

Evaluation Team Comments:

- \$37,299.98/year
- Mostly instruction and software
- Matching strong-- \$13,223/year
- How many students are they serving?
- Personnel in listed in IET, not Personnel—Instruction
- Infrastructure costs
- Textbooks—Educator Academy, connecting to EMCC
- Braiding funding sources
- No administrative costs—putting all funding to student services

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202401001

RFP TITLE: FY25-27 Competitive Grant Application for Integrated English Literacy and English Literacy and Civics Education – Integrated Education and Training Programs and Services

BIDDER: South Portland School Department

DATE: March 18, 2024

SUMMARY PAGE

Department Name: Education

Name of RFP Coordinator: Amy Poland

Names of Evaluators: Tarlan Ahmadov, Megan Dichter, Madelyn Litz, David McDonough, Tamara Ranger

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligible Provider Criteria, Part V, A.)		
• Appendix C, Served Eligible Individuals	X	
• Appendix F, Demonstrated Effectiveness	X	
• Demonstrated Need for IELCE/IET Services	X	
• Application Complete	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	5	5
Section III. Proposed Project	70	70
Section IV. Budget Proposal	25	25
<u>Total Points</u>	<u>100</u>	<u>100</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202401001

RFP TITLE: FY25-27 Competitive Grant Application for Integrated English Literacy and English Literacy and Civics Education – Integrated Education and Training Programs and Services

BIDDER: South Portland School Department

DATE: March 18, 2024

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

All materials submitted and complete.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202401001

RFP TITLE: FY25-27 Competitive Grant Application for Integrated English Literacy and English Literacy and Civics Education – Integrated Education and Training Programs and Services

BIDDER: South Portland School Department

DATE: March 18, 2024

**EVALUATION OF SECTION II
Organization Qualifications and Experience**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	5	5

Evaluation Team Comments:

- A. Overview of the Organization
 - Increased services to multilingual learners (25 to 250 in 2023)
 - Classes are held where learners can access
 - Strong collaboration with stakeholders
 - New program, but strong leadership and diverse services offered
 - Shown success in short term and responsive to learner and community needs
 - Regional approach and don't want to duplicate, but working closely with others
 - Program doesn't have IET experience (But director has experience)
- B. Subcontractors—N/A
- C. Litigation—Submitted
- D. Financial Viability—Submitted
- E. Certificate of Insurances—Submitted

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202401001

RFP TITLE: FY25-27 Competitive Grant Application for Integrated English Literacy and English Literacy and Civics Education – Integrated Education and Training Programs and Services

BIDDER: South Portland School Department

DATE: March 18, 2024

**EVALUATION OF SECTION III
Proposed Project**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Project	70	70

Evaluation Team Comments:

- A. Regional and community need
 - Alignment with WIOA goals and hospitality, tourism, retail, and customer service
 - Used data and workforce board plan to demonstrate needs for sectors
 - Over 100 learners that meet the target population
- B. Demonstrated Past Effectiveness
 - Specific data for effectiveness
 - New program, so no data on IET specifically
 - Have 2 years of data, but explained why measurable skills gains low
- C. Learner-Centered Design
 - Intakes to determine supports, including wrap-around services
 - “No wrong door”—identify barrier and find a way to support
 - Demonstrate nimble approach to supporting learners and outreach
 - Outreach to community partners
 - Weekly on-site intakes – Avesta
 - Loans for technology, and software available
- D. Instructional Model
 - Specific plan for instruction and classes
 - Co-teaching ESOL teacher and job instructor
 - Need to hire instructor for hospitality program—could be a challenge and how will they approach if there’s a delay in hiring?
 - Included Civics instruction and contextualized instruction, employers support with mock interviews, etc.
 - Offering digital badge, WelcomeME
 - IET targeted to needs of the learners they have
 - IET pieces are clearly laid out, based on research-based instruction
- E. One-Stop and Community Partnerships
 - Connections to organizations for outreach
- F. Personnel Qualifications
 - Teachers with experience in adult English language acquisition education
 - Feedback loop for instructors
 - Shared examples of professional development for staff
 - Support staff—lived experience and multilinguals
- G. Data Controls
 - Adequate plan

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202401001

RFP TITLE: FY25-27 Competitive Grant Application for Integrated English Literacy and English Literacy and Civics Education – Integrated Education and Training Programs and Services

BIDDER: South Portland School Department

DATE: March 18, 2024

**EVALUATION OF SECTION IV
Budget Proposal**

	<u>Points Available</u>	<u>Points Awarded</u>
Section IV: Budget Proposal	25	25

Evaluation Team Comments:

- \$55,000/year
- \$13,750 match/year
- Most allocated for instruction and career activities
- Included the number of cohorts and learners served (reasonable /student cost)
- Gorman foundation funding and local share increase— would like to know more about Gorman and how they will leverage IELCE funding to support?
- Clear that it's a two-year budget in narrative
- Included prep time for teachers (salary)
- Allocated funding for data support

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202401001

RFP TITLE: FY25 – 27 Competitive Application for Integrated English Literacy and Civics Education – Integrated Education and Training Programs and Services (IELCE-IET) (WIOA, Sec. 243)

BIDDER NAME: Bangor School Department

DATE: 3/7/24

EVALUATOR NAME: David McDonough

EVALUATOR DEPARTMENT: EDUCATION

Positive (P), Negative (N), Question (Q), Interesting (I)

Individual Evaluator Comments:

I. General Information and Overview

a. Overview of Organization

- *Clear, concise with a good range of community partners where classes are held; Certified staff and a range of courses available; clear example ties to the RFP (P)*

b. Consortium/Subcontractors

- *N/A*

II. Proposed Project

a. Regional and community need

- *ELA for nursing program needed due to a large increase in MLL population in the Bangor area. Potential for other healthcare areas (P) Ties into a key priority identified by the Northeastern Workforce board (P)*

b. Demonstrated Past Effectiveness

- *Expansion of services over the past year. Effective use of other grant money (MJRP) (P) Wide variance in EFL gains year to year (Q)*

c. Learner-Centered Design

- *ILPs for learners. CASAS, WOWI and a digital literacy assessment. Focus on learners with disabilities (P)*

d. Instructional Model

- *Appears well laid out with specific steps (P)*

e. One-Stop and Community Partnerships

- *Good range of partners (P)*

f. Personnel Qualifications

- *All instructors certified (P) 1 MLL 0.2 FTE, certification ELA Adult Ed (App H) (Q)*

g. Data Controls

- *Limited past data (N) Willingness to track and enter data in MaineSTARS and track student progress using best practices (P)*

III. Budget

\$24,560 requested -\$19,060 instructor, \$5000 software ENGEN (Q))

\$14,500 matching.

Total number of students (Q) 8 x 15 week classes.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202401001

RFP TITLE: FY25 – 27 Competitive Application for Integrated English Literacy and Civics Education – Integrated Education and Training Programs and Services (IELCE-IET) (WIOA, Sec. 243)

BIDDER NAME: Lewiston Adult Education

DATE: 3/7/24

EVALUATOR NAME: David McDonough

EVALUATOR DEPARTMENT: EDUCATION

Positive (P), Negative (N), Question (Q), Interesting (I)

Individual Evaluator Comments:

I. General Information and Overview

a. Overview of Organization

- *Strong program, good overview and previous success and history of IELCE (P)*

b. Consortium/Subcontractors

- *Hub wide program (P)*

II. Proposed Project

Dense and hard to read, formatting could have been improved (N)

a. Regional and community need

- *Collaboration with the New Mainer Resource Center (P) Strong data identifying need (P)*

b. Demonstrated Past Effectiveness

- *Previous effective IELCE program (P) Expertise in program design (P)*

c. Learner-Centered Design

- *Developing learning plans that are learner-centered (P)*

d. Instructional Model

- *Several programs with hybrid (on-line and in-person) programs with courses year-round (P)*

e. One-Stop and Community Partnerships

- *Alignment with the unified plan (P); Strong partnerships (P)*

f. Personnel Qualifications

- *Credentialed and experienced staff with lived experiences, similar to population served (P)*

g. Data Controls

- *Developing a new tracking system (I); Strong data management practices (P)*

Budget \$74,599 with \$56,453 Instruction and \$13,480 Software (Engen, Burlington English, Northstar, RiseUp. \$26,446 match funds)

Number of students (Q)

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202401001

RFP TITLE: FY25 – 27 Competitive Application for Integrated English Literacy and Civics Education – Integrated Education and Training Programs and Services (IELCE-IET) (WIOA, Sec. 243)

BIDDER NAME: South Portland School Department

DATE: 3/7/24

EVALUATOR NAME: David McDonough

EVALUATOR DEPARTMENT: EDUCATION

Positive (P), Negative (N), Question (Q), Interesting (I)

Individual Evaluator Comments:

I. General Information and Overview

a. Overview of Organization

- 25 to 250 Multi-lingual learners Fall 2022 to Fall 2023 (P); Regional approach and collaboration with PAE and others to ensure gaps in service are met (P); Digital skills programming (P)

b. Consortium/Subcontractors

- N/A

II. Proposed Project

a. Regional and community need

- Focus on Hospitality and Retail trade to meet the needs of the area, alignment with coastal counties workforce board (P)

b. Demonstrated Past Effectiveness

- Hiring of a FT Director and Coordinator in 2023 has created a high functioning program in a very short space of time (P); Newness of the program with limited past data (N)

c. Learner-Centered Design

- Holistic approach to remove barriers to participation (P);

d. Instructional Model

- Instructor TBD for Hospitality (N); Utilizing collaborative curriculum developed by Maine Tourism, MCCS and Hospitality Maine (I) Hybrid option (P)

e. One-Stop and Community Partnerships

- Broad array of partners (P);

f. Personnel Qualifications

- Two full time staff, 12 instructors and support staff who speak multiple languages (P); Experienced staff (P)

g. Data Controls

- Quality control checks by the Director (P); Data analysis to improve teaching quality and retention (P);

III. Budget - \$110,000 over 2 years. Instruction \$29,500; Career Activities \$58,200, Intake/testing \$10,000.

2 cohorts of 15 students per year. Cost per student = \$1,833 Four cohorts over 2 years.

Recently secured funding from the Gorman foundation for the ELA program. Local share increased from \$25,000 FY23 to \$75,000 in FY24. Plans to leverage IELCE success for future funding from workforce partners.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202401001

RFP TITLE: FY25 – 27 Competitive Application for Integrated English Literacy and Civics Education – Integrated Education and Training Programs and Services (IELCE-IET) (WIOA, Sec. 243)

BIDDER NAME: Bangor School Department

DATE: 3/15/24

EVALUATOR NAME: Megan Dichter

EVALUATOR DEPARTMENT: Department of Education

Individual Evaluator Comments:

- I. *General Information and Overview*
 - a. *Overview of Organization*
 - *N- description was of general AE services not specific to serving MLL's- examples- unclear if these are IET's.*
 - *Q- are example program services offered to students if they need them or presented as one program?*
 - *P- good alignment to local board plans*
 - b. *Consortium/Subcontractors*
 - *N/A*
- II. *Proposed Project*
 - a. *Regional and community need*
 - *P- good data presented*
 - *P-good partnership with EMCC*
 - b. *Demonstrated Past Effectiveness*
 - c. *Learner-Centered Design*
 - *P- assessment of all skills- (reading/math, digital literacy, career readiness and interest,) skills and training from home country*
 - *P- GEPA includes a lot of good student centered practices for participants and staff*
 - d. *Instructional Model*
 - *P- outline of roles and responsibilities of BAE and EMCC*
 - *Q- ILP – Academic Advisor- is this at EMCC or BAE- BAE should have ILP's on file.*
 - *Proposed HealthCare IET- is more of a bridge program which is applicable.*
 - *Q- where is civics?*
 - *N- more info on how IET is of sufficient intensity and quality.*
 - e. *One-Stop and Community Partnerships*
 - *NMRC-*
 - *EMCC*
 - *Voc Rehab*
 - *Career Center*
 - f. *Personnel Qualifications*
 - 1. *All instructors are certified. ELA Adult Ed- certification*
 - g. *Data Controls*
 - 2. *Weak*

Budget notes- \$14,250 for instruction - \$13,772 is salary, \$5288 is benefits, \$5000 for EnGen- is this necessary given that the state has licenses to use- How many students do they think they will serve?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202401001

RFP TITLE: FY25 – 27 Competitive Application for Integrated English Literacy and Civics Education – Integrated Education and Training Programs and Services (IELCE-IET) (WIOA, Sec. 243)

BIDDER NAME: Lewiston Adult Education

DATE: 3/15/24

EVALUATOR NAME: Megan Dichter

EVALUATOR DEPARTMENT: Department of Education

Individual Evaluator Comments:

- I. *General Information and Overview*
 - a. *Overview of Organization*
 - *P- strong history of successful service to MLL's*
 - *P- strong history and experience offering IELCE/IET- bridge program/pre-apprenticeship etc.*
 - *P- Programming aligned to data, local employer needs etc.*
 - b. *Consortium/Subcontractors*
 - *N/A- listed but are they truly subcontractors?*

- II. *Proposed Project*
 - a. *Regional and community need*
 - *P- strong data on # of MLL's and their educational levels – 70 have HSC or post-secondary credentials*
 - *P- employer sponsored English classes aligned to employer needs*
 - b. *Demonstrated Past Effectiveness*
 - *P- good MSG's in FY 23*
 - c. *Learner-Centered Design*
 - *NMRC advisor will work with IELCE/IET participants to develop learner centered ILP's*
 - *NMRC advisor/coordinator will support referrals to support services etc.*
 - *P- schedule and modalities are flexible to meet student needs*
 - d. *Instructional Model*
 - *General information is provided- occupational/Adult Ed/ Workforce preparation- LAE will continue to offer the IET's that already exist and expand to Education (IELCE) accommodation and food service (P- Bridge IELCE to AEFLA IET) and manufacturing (IELCE to Apprenticeship)*
 - *P- reference the AE IET Toolkit*
 - *P- includes civics education*
 - *P- aligns to expansion of NMRC*
 - *P- includes co-enrollment opportunities*
 - e. *One-Stop and Community Partnerships*
 - *P- strong/longstanding relationships with resettlement agencies,*
 - *P- programming developed with EMDC and other local partners*
 - *Mention of outreach to employers in high need sectors as identified by CWDB*
 - *Strong alignment to CWDB plan – proposed new IELCE/IET's are in plan identified industries.*
 - *P-program advisors collaborate with community partners to address barriers/provide services*
 - f. *Personnel Qualifications*
 - *Experienced staff- more than 10 years – no certifications*
 - *Access to 6 PD events a year locally*
 - *Hub 6 staff will be invited to attend IELCE relevant workshops-*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202401001

RFP TITLE: FY25 – 27 Competitive Application for Integrated English Literacy and Civics Education – Integrated Education and Training Programs and Services (IELCE-IET) (WIOA, Sec. 243)

BIDDER NAME: Lewiston Adult Education

DATE: 3/15/24

EVALUATOR NAME: Megan Dichter

EVALUATOR DEPARTMENT: Department of Education

g. Data Controls

- *P- strong/consistent data collection*
- *P- plans for improvement of outcome tracking for FY 25*

III: Proposed Budget:

Salary/benefits are 75% of the budget – instruction in 4 sectors leading to 7 credentials of value uses match and SMW/community development block grant and AEFLA/IET

Remaining funding is for MLL learning platforms-

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202401001

RFP TITLE: FY25 – 27 Competitive Application for Integrated English Literacy and Civics Education – Integrated Education and Training Programs and Services (IELCE-IET) (WIOA, Sec. 243)

BIDDER NAME: South Portland School Department

DATE: 3/15/24

EVALUATOR NAME: Megan Dichter

EVALUATOR DEPARTMENT: Department of Education

Individual Evaluator Comments:

- I. *General Information and Overview*
 - a. *Overview of Organization*
 - *P- successful expansion of MLL classes in the last year*
 - *P- students responsive programming- location, needs*
 - *P- supportive, experienced network of teachers/colleagues*
 - *P- Regional approach to WFD- doesn't want to duplicate what is already happening in Cumberland County- working closely with PAE and other Hub 8 programs to identify gaps*
 - *N- no IET experience at S.Portland*
 - b. *Consortium/Subcontractors*
 - *N/A*
- II. *Proposed Project*
 - a. *Regional and community need*
 - *P- good data and language (CWRI) on the need for Tourism /Hospitality training in the region – also alignment to the CCWI local plan*
 - b. *Demonstrated Past Effectiveness*
 - *Not previously funded*
 - *2 years of data*
 - *Low MSG's but an explanation was given*
 - *High level of participants getting 12 or more hrs.*
 - c. *Learner-Centered Design*
 - *P- comprehensive intake which takes into account barriers/interests etc.*
 - *P- intake involves reaching out to Title I partners, other Hub 8 AE programs etc. To provide wrap around support services when necessary*
 - *P- Intake happens where students live- Avesta housing*
 - *SPAE employes native speakers to assist students during intake*
 - d. *Instructional Model*
 - *Q-Welcome ME 2.0 Digital Badge-*
 - *P-Good, clear breakdown of the parts of the IET – Workforce/Occupational skills, Adult ed/Literacy (including civics) and WF preparation -*
 - *P- all based on research proven methods/curriculum*
 - *p- targets low level and intermediate level participants (a need)*
 - e. *One-Stop and Community Partnerships*
 - *P- good list of partners including CCWO service provider- Goodwill NNE /Workforce Solutions*
 - f. *Personnel Qualifications*
 - *Experienced teachers/staff*
 - g. *Data Controls*
 - *P- comprehensive details on how/when and by whom data is entered*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202401001

RFP TITLE: FY25 – 27 Competitive Application for Integrated English Literacy and Civics Education – Integrated Education and Training Programs and Services (IELCE-IET) (WIOA, Sec. 243)

BIDDER NAME: South Portland School Department

DATE: 3/15/24

EVALUATOR NAME: Megan Dichter

EVALUATOR DEPARTMENT: Department of Education

III. Budget Notes;

- *Requesting \$110,000-Instruction- \$29,500-*
- *\$58,200 for a coordinator/advisor?*
- *\$10,000 Intake/ testing-*
- *Materials \$6800 for CASAS tests – 2 per student- so how many students will be served?*
- *\$5,500 for admin*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202401001

RFP TITLE: FY25 – 27 Competitive Application for Integrated English Literacy and Civics Education – Integrated Education and Training Programs and Services (IELCE-IET) (WIOA, Sec. 243)

BIDDER NAME: Bangor School Department

DATE: 3/16/24

EVALUATOR NAME: Madelyn Litz

EVALUATOR DEPARTMENT: N/A

Individual Evaluator Comments:

- I. *General Information and Overview*
 - a. *Overview of Organization*
 - *P: Comprehensive intake process*
 - *P: IC3 propose*
 - *P: Ex 1 CMAA/WR and Ex 2 Comp TIA and WR*
 - b. *Consortium/Subcontractors*
 - *N/A*

- II. *Proposed Project*
 - a. *Regional and community need*
 - *P: Healthcare identified in both nursing and short term certifications*
 - b. *Demonstrated Past Effectiveness*
 - *P: Growth and need identified; multiple options for MLL to access instruction for HSE or post-secondary training.*
 - *No detail to past effectiveness noted specifically as program evolving.*
 - c. *Learner-Centered Design*
 - *P: Identified options for MLL instruction*
 - *P: New Mainer Resource Center dedicated staff to provide assistance and support to students.*
 - *P: Collaborate w/Career Center, Literacy Volunteers, Bangor Multi-Cultural Center, and EMCC*
 - *P: EMCC referrals*
 - d. *Instructional Model*
 - *P: In person instruction -*
 - *Q: Is WorkReady curriculum imbedded in healthcare instruction?*
 - e. *One-Stop and Community Partnerships*
 - *EMCC and LWIB strong partners in instructional development that support and afford student access.*
 - f. *Personnel Qualifications*
 - *P: As described-certified, recruit through servingschools and indeed. Full and part time.*
 - g. *Data Controls*
 - *P: As described In MaineStars utilizing best practices*

- III. *Budget Proposal: As described to cover instructional, software/supplies, and admin oversight.*
 - *Q: .20 FTE and 60 hrs per week – reflecting FY 22 and 23*
 - *P: 4 sem Nursing and Healthcare IE*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202401001

RFP TITLE: FY25 – 27 Competitive Application for Integrated English Literacy and Civics Education – Integrated Education and Training Programs and Services (IELCE-IET) (WIOA, Sec. 243)

BIDDER NAME: Lewiston Adult Education

DATE: 3/16/24

EVALUATOR NAME: Madelyn Litz

EVALUATOR DEPARTMENT: N/A

Individual Evaluator Comments:

- I. *General Information and Overview*
 - a. *Overview of Organization*
 - *P: Overview extensive, complete, and addressed other areas of grant proposal. Extensive programming.*
 - b. *Consortium/Subcontractors*
 - *N/A*

- II. *Proposed Project*
 - a. *Regional and community need*
 - *P: Well defined sectors of need for MLL programming that support workforce needs regionally. Increased rates of increase of MLL population warrant extensive programming. Healthcare, Accommodation/Food Service, Educational Services and Manufacturing were identified as sectors for programming/IET.*
 - b. *Demonstrated Past Effectiveness*
 - *P: Detailed description outlining performance and programming that meet WIOA standards and needs of community. Some programs have wait list.*
 - *P: Detailed plan for moving forward with programming.*
 - c. *Learner-Centered Design*
 - *P: Proposal overview detailed how learner needs were met through flexible programming, dedicated staff to insure intake/ILP met needs of student goals, and a variety of ways to access programming was given.*
 - d. *Instructional Model*
 - *P: Instructional model supported needs of students, individual support, in-person, hybrid and remote options for instruction, and support through community organizations, variety of certifications, and apprentice/pre apprenticeship programs. Programming offered days/evenings throughout year.*
 - e. *One-Stop and Community Partnerships*
 - *P: Wide range of agencies supporting workforce training detailed.*
 - f. *Personnel Qualifications*
 - *P: As described, two experienced and qualified instructors.*
 - *P: Career Navigator asset to program.*
 - g. *Data Controls*
 - *Proposal to develop a new system to track student enrollment, progress and employment planned for FY 25 to assure unduplicated data*

- III. *Budget Narrative: Appropriate as described.*
 - *P: N75% of budget targeted to IETs in seven different areas.*
 - *P: Noted that no admin costs proposed*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202401001

RFP TITLE: FY25 – 27 Competitive Application for Integrated English Literacy and Civics Education – Integrated Education and Training Programs and Services (IELCE-IET) (WIOA, Sec. 243)

BIDDER NAME: South Portland School Department

DATE: 3/17/24

EVALUATOR NAME: Madelyn Litz

EVALUATOR DEPARTMENT: N/A

Individual Evaluator Comments:

I. General Information and Overview

a. Overview of Organization

- *P: Clearly stated growth and substantial changes in program with emphasis on upcoming changes.*
- *Both examples clearly described indicating effective referral, assessment, instruction, and alignment to standards and industry and community need.*
- *Significant growth of MLL population.*

b. Consortium/Subcontractors

- *N/A*

II. Proposed Project

a. Regional and community need

- *P: Addresses community need specifically in hospitality/customer service sectors. Supports LWIB plan. No wrong door philosophy. Includes work readiness skills.*
- *P: Job readiness skills addressed.*

b. Demonstrated Past Effectiveness

- *P: Increased enrolment from 25 – 350 students w data to support student hours and gain.*
- *P: Aggressive post testing to capture gain.*

c. Learner-Centered Design

- *P: Two-pronged approach to student need – barriers identified and outreach to partners*
- *P: Ongoing staff outreach*

d. Instructional Model

- *P: Clear plan to include contextualized English, Civics education, and occupational skills*
- *P: Staff outreach and collaboration with partners.*
- *P: Digital Skills emphasis*
- *P: Programming designed to increase academic intensity.*

e. One-Stop and Community Partnerships

- *P: Multiple partners as described. Also partners with other hub members*

f. Personnel Qualifications

- *P: Qualified as described w/multiple language proficiency of instructors.*

g. Data Controls

- *P: Enters data to MS promptly*
- *Clear outline of procedures.*

III. Budget: Appropriate as described

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202401001

RFP TITLE: FY25 – 27 Competitive Application for Integrated English Literacy and Civics Education – Integrated Education and Training Programs and Services (IELCE-IET) (WIOA, Sec. 243)

BIDDER NAME: Bangor School Department

DATE: 3/18/2024

EVALUATOR NAME: Tarlan Ahmadov

EVALUATOR DEPARTMENT: BES MDOL

Individual Evaluator Comments:

I. General Information and Overview

a. Overview of Organization

- *Well written overview and intake process*
- *Tight to RFP request*

b. Consortium/Subcontractors

- *N/A*

II. Proposed Project

a. Regional and community need

- *Needs in healthcare and some short term certifications*

b. Demonstrated Past Effectiveness

- *Able to capture needs and development*
- *Providing services to multilingual population is still in progress and not much to demonstrate of past experience, but some good indications of report shows that there is a great potential for success in the future*

c. Learner-Centered Design

- *Options for MLL and connection and involvement with New Mainer Resource Center for additional support for MLL students.*
- *Collaboration with area providers such as CareerCenter, EMDC, Bangor Multilingual Center, referrals to EMCC*

d. Instructional Model

- *Great approach for in-person classes, involvement with EMCC*

e. One-Stop and Community Partnerships

- *Strong collaboration to support students*

f. Personnel Qualifications

- *Demonstrated that the staff is certified and recruitment via servingschools and Indeed.*

g. Data Controls

- *They are using MaineStars as best practice*

III. Budget Proposal:

Narrative:

- *Nursing and Healthcare IETs*
- *Aligns*
- *Matching funds*

Cost Proposal: Good, will cover time for instructions, software/supplies, and admin.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202401001

RFP TITLE: FY25 – 27 Competitive Application for Integrated English Literacy and Civics Education – Integrated Education and Training Programs and Services (IELCE-IET) (WIOA, Sec. 243)

BIDDER NAME: Lewiston Adult Education

DATE: 3/16/2024

EVALUATOR NAME: Tarlan Ahmadov

EVALUATOR DEPARTMENT: BES MDOL

Individual Evaluator Comments:

I. General Information and Overview

a. Overview of Organization

- *It is well written, program well outlined, extensive. Strong proposal*

b. Consortium/Subcontractors

- *N/A*

II. Proposed Project

a. Regional and community need

- *Sectors is aligned with workforce system and MLL needs. Increased number of MLL in programming. Healthcare, Hospitality, Education and Manufacturing are areas of 10 Year State Plan.*

b. Demonstrated Past Effectiveness

- *Programing meets WIOA requirements, needs of population of the region.*
- *Detailed plan for future programming.*

c. Learner-Centered Design

- *Flexible programming.*

d. Instructional Model

- *Very positive is model supports needs of serving population, in-person, hybrid, or remote access for services. Connections to community orgs for support and other services. So happy to see involvement with Maine pre and registered apprenticeship programs. Thye have evening classes.*

e. One-Stop and Community Partnerships

- *Well defined collaboration with local workforce and Carrercenters, access to resources. Co-enrollment*

f. Personnel Qualifications

- *Two qualified instructors and career navigator*

g. Data Controls

- *Proposing data improvement plan, will assure unduplicated data*

III. Budget Narrative:

No admin costs proposed.

Cost Proposal:

Appropriate.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202401001

RFP TITLE: FY25 – 27 Competitive Application for Integrated English Literacy and Civics Education – Integrated Education and Training Programs and Services (IELCE-IET) (WIOA, Sec. 243)

BIDDER NAME: South Portland School Department

DATE: 3/17/2024

EVALUATOR NAME: Tarlan Ahmadov

EVALUATOR DEPARTMENT: BES MDOL

Individual Evaluator Comments:

- I. General Information and Overview
 - a. Overview of Organization
 - Well written proposal, clear, significant changes and great referrals, alignment with community needs. Influx of MLL.
 - b. Consortium/Subcontractors
 - N/A

- II. Proposed Project
 - a. Regional and community need
 - Hospitality sector, work readiness programming,
 - b. Demonstrated Past Effectiveness
 - Significant increase of students,
 - c. Learner-Centered Design
 - comprehensive intake process, avesta housing for intake,
 - d. Instructional Model
 - Well written on workforce skills, literacy, civic classes
 - e. One-Stop and Community Partnerships
 - Comprehensive list of providers and workforce board and their providers.
 - f. Personnel Qualifications
 - Teachers are experienced, but no certification, no need for ESL
 - g. Data Controls
 - Clear explanation of data entry and sharing

III. Budget Narrative:

Requested amount has a cash match

Cost Proposal:

Appropriate.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202401001

RFP TITLE: FY25 – 27 Competitive Application for Integrated English Literacy and Civics Education – Integrated Education and Training Programs and Services (IELCE-IET) (WIOA, Sec. 243)

BIDDER NAME: Bangor School Department

DATE: March 17, 2024

EVALUATOR NAME: Tamara Ranger

EVALUATOR DEPARTMENT: Workforce Development and Innovative Pathways

Individual Evaluator Comments:

I. General Information and Overview

a. Overview of Organization

- Offer day, evening and hybrid courses, classes held 46 weeks/year, open enrollment
- Classes in Bangor and Brewer, The Learning Center, Brewer Community Center, Bangor Public Library, Bangor Housing Authority, Penobscot Job Corps, EMCC.
- Learning Opportunities: Basic Literacy Instruction, ELL, High School Completion, Digital Literacy, College Transitions, Adult Workforce Training and Retraining
- Examples of projects demonstrating experience and expertise of requested services include:
 - Certified Medical Administrative Assistant Program – 6 cohorts have completed this program, passed the certification exam, and the majority have obtained employment in healthcare
 - CompTIA Fundamentals training – worked with Eastern Maine Development Corporation and EMCC. ? Success of program? Number of students, outcomes?

b. Consortium/Subcontractors

- N/A

II. Proposed Project

a. Regional and community need

- Upskilling job seekers to meet employer and job seeker needs is identified in the Northeastern Workforce Development Board's Strategic Plan. Healthcare and IT are targeted industries in the plan.
- EMCC staff has indicated large increase of ELLs enrolling in the Nursign program and short-term certificate programs (CNA, Phlebotomy)
- BAE has seen MLL enrollments grow from 16 in FY23 to 77 in FY24

b. Demonstrated Past Effectiveness

-

c. Learner-Centered Design

- Recruit students from nursing cohort who could benefit from ELL Instruction
- Services for students with disabilities include interpreters, visual aids, 1:1 instruction/assessments for students with anxiety, utilize accommodations for CASAS testing, refer to Voc Rehab and other service providers for wraparound supports
- Establishing NMRC to help Ss obtain professional licenses and credentials in US and connect employers to qualified candidates

d. Instructional Model

- In person instruction
- EnGEN software to supplement and support instruction
- Lend Chromebooks out
- Progress Monitoring throughout the semester- attendance and academic success
- Individualized learning plan

e. One-Stop and Community Partnerships

- EMCC

f. Personnel Qualifications

- All instructors are certified
- Post openings on Serving Schools and Indeed
- Full time employment with benefits and competitive salary
- ? Professional learning for educators?

g. Data Controls

- MLL is growing, have limited data

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202401001

RFP TITLE: FY25 – 27 Competitive Application for Integrated English Literacy and Civics Education – Integrated Education and Training Programs and Services (IELCE-IET) (WIOA, Sec. 243)

BIDDER NAME: Lewiston Adult Education

DATE: March 17, 2024

EVALUATOR NAME: Tamara Ranger

EVALUATOR DEPARTMENT: Workforce Development and Innovative Pathways

Individual Evaluator Comments:

I. General Information and Overview

a. Overview of Organization

- *FY24, LAE's average new enrollment tripled from 50 students per month to nearly 150*
- *80% of current students are MLL (surpasses minimum for grant requirement)*
- *70 % of MLL have high school or post-sec credentials from home country*
- *25% of learners identify as "in the workforce" at program entry*
- *MLL represent 60 countries and over 24 languages*
- *Two examples of projects that demonstrate experience and expertise in requested services:*
 - *IELCE Bridge Program*
 - *Healthcare pathway pre-apprenticeship program*

b. Consortium/Subcontractors

- *N/A*

II. Proposed Project

a. Regional and community need

- *70% of MLL have credentials from home countries – proposed program will target EFL intermediate to advanced learners.*
- *Proposed programs: education, accommodation and food service, manufacturing align with needs identified in the CWWMWB strategic plan*

b. Demonstrated Past Effectiveness

- *Successful programs include IT, construction and healthcare*

c. Learner-Centered Design

- *Increase enrollment a testament to the strong referral process in place with resettlement agencies, community-based orgs, faith-based orgs, local city agencies and local school district. Marketing of programs includes brochure drops, slideshows of services, extensive social media marketing*
- *During intake unique learning needs are identified, including learning disabilities. Program provides ADA compliant programming. LAE works with Voc Rehab and local special education department to determine how best to meet needs of individual learners*

d. Instructional Model

- *LAE open 5 days week, day and evening hours*
- *Programs offered year -round with three distinct semesters: fall, winter/spring and summer*
- *Enrollment open and on-going*
- *English learning platforms: EnGEN and Burlington English supplement and support instruction*
- *Student ambassadors are invited to present to incoming students to share stories of persistence and hope that assist with increased student retention*
- *Advising and instruction will be expanded when the New Mainer Resource Center becomes fully operational in FY25*
- *Immigrant Legal Advocacy Project*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202401001

RFP TITLE: FY25 – 27 Competitive Application for Integrated English Literacy and Civics Education – Integrated Education and Training Programs and Services (IELCE-IET) (WIOA, Sec. 243)

BIDDER NAME: Lewiston Adult Education

DATE: March 17, 2024

EVALUATOR NAME: Tamara Ranger

EVALUATOR DEPARTMENT: Workforce Development and Innovative Pathways

- e. *One-Stop and Community Partnerships*
 - *Central Western Maine Workforce Development Board*
 - *Post-secondary institutions*
 - *Lewiston Public Schools*
 - *Eastern Maine Development Corporation*
 - *Strengthen LA*
- f. *Personnel Qualifications*
 - *Highly trained ESOL instructors*
 - *Career Navigator for Internationally Trained professionals –10+years ESOL teacher, extensive experience with TSTM, a variety of career-services credentials*
 - *Information Technology and Industrial Arts teacher has 10+ years as workforce instructor for LAE, US Navy, inflight instructor and analyst. BS in Applied Technical Education, certified WorkReady Facilitator*
 - *NMRC Coordinator has lived experience of immigrating to US and moving through LAE program to completing a post-secondary degree. She is multi-lingual, highly connected in the immigrant community, previous work history in client advocacy, career series case management and HR*
- g. *Data Controls*
 - *LAE follows data management practices recommended by DOE*
 - *Attendance tracked daily and updated monthly into MaineStars*
 - *FY25 – prioritize development of tracking system to be implemented quarterly, resulting in more accurate and timely employment, post-secondary and unduplicated credential of value learner updates*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202401001

RFP TITLE: FY25 – 27 Competitive Application for Integrated English Literacy and Civics Education – Integrated Education and Training Programs and Services (IELCE-IET) (WIOA, Sec. 243)

BIDDER NAME: South Portland School Department

DATE: March 17, 2024

EVALUATOR NAME: Tamara Ranger

EVALUATOR DEPARTMENT: Workforce Development and Innovative Pathways

Individual Evaluator Comments:

I. General Information and Overview

a. Overview of Organization

- *Increased service to MLL 25 in fall 2022; just under 250 MLL in fall 2023*
- *Classes held where MLLs can access them: SPHS, Howard Johnson Hotel, Avesta Housing complexes*
- *Two strong examples of projects demonstrating experience and expertise in requested services, projects included strong collaboration with multiple stakeholders to ensure project alignment met student needs without duplication of efforts.*

b. Consortium/Subcontractors

- *N/A*

II. Proposed Project

Hospitality and Tourism customer service

a. Regional and community need

- *MDOL CWRI projects a 31% increase in Accommodation and Food Services jobs and a 47% increase in Accommodation jobs*
- *Coastal Counties Workforce Board plan highlighted the disproportionate impact Covid-19 had on the accommodation, food service, and retail industry.*
- *Course targets English language learners new to Maine, students in intermediate and low-advanced levels of ESL.*
- *SPAE has over 100 MLL that meet the targeted ESL levels for the proposed class (intermediate to low-advanced ESL-based on CASAS testing.*

b. Demonstrated Past Effectiveness

- *In FY23, SPAE conducted intakes of over 350 students. Of those, over 160 received over 12 hours of instruction and 28% of them increased an educational function level.*
- *Lifting ESOL levels 1 – 5 from originally mixed-level classes*
- *Piloting successful digital skills lab*
- *Launching leveled conversation classes for MLL*
- *Staffing shortage impacted ability to enter data in MaineStars*

c. Learner-Centered Design

- *SPAE to work with eligible students at intake to review supports needed – transportation, childcare, other commitments, and reviews demands of class to ensure good fit*
- *Outreach to partners: Workforce Solutions, AE programs in Hub 8, Avesta Housing, The Opportunity Alliance, SMCC*
- *Weekly registration and intake classes at Avesta Housing complexes*
- *EnGen assessments to measure student's proficiency in reading, grammar, and listening skills. Staff at intake days support many languages, including French, Lingala, Portuguese, Spanish, and some Russian.*
- *Support with transportation*
- *Loan technology – Chromebooks*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202401001

RFP TITLE: FY25 – 27 Competitive Application for Integrated English Literacy and Civics Education – Integrated Education and Training Programs and Services (IELCE-IET) (WIOA, Sec. 243)

BIDDER NAME: South Portland School Department

DATE: March 17, 2024

EVALUATOR NAME: Tamara Ranger

EVALUATOR DEPARTMENT: Workforce Development and Innovative Pathways

- *Would like to have seen more details on how program supports students with disabilities – examples included:*
 - *Consultation with teacher on staff certified in special education*
 - *Large print materials for Ss w/low vision*
 - *Establishing classroom norms*
- d. *Instructional Model*
 - *Each cohort run for 12 weeks and include 72 hours of instruction w/pre and post tests to measure gains*
 - *Class cotaught with ESOL teacher and job readiness/workforce training instructor*
 - *Two cohorts, 15 students each academic year*
 - *3 hours civics instruction in the 12- week period*
 - *Students will earn industry-recognized credential: Maine Office of Tourism Welcome ME Digital Badge.*
 - *Contextualized English Including Civics Education: Ventures textbook, EnGEN, introduction to who is eligible to apply for Citizenship and how to do so.*
 - *Digital Skills – technology used throughout*
 - *Job Readiness Skills: US cultural workplace norms, resumes, job applications, role-play with focus on speaking and hospitality, industry related customer service scenarios, with participation by local employers. Mock interviews with local employers, industry-related informational panels.*
 - *SPAE will hire new teacher who will bring expertise in the area of workforce preparation.*
- e. *One-Stop and Community Partnerships*
 - *Greater Portland Career Center*
 - *Goodwill Workforce Solutions*
 - *SMCC, PAE, USM, FedCap, community-based orgs*
 - *Strengthen relationships with Greater Portland Chamber of Commerce, Coastal Counties Workforce, Inc., and other partners in workforce development system*
- f. *Personnel Qualifications*
 - *Two FT, Director and Program Coordinator.*
 - *Director 7+ years exp working in AE programs in Maine and over 25 years in education*
 - *Hourly admin staff speak many languages*
 - *12 instructors*
 - *Recruit staff SPSD, SPAE websites, other networks*
 - *Retention strategies include professional development, feedback, information sharing and gatherings, Schoology IET course, COABE webinars*
- g. *Data Controls*
 - *Intake data and CASAS scores entered into MaineStars*
 - *Weekly attendance in MaineStars*
 - *Formative assessments*
 - *EnGEN data*
 - *SPAE seed TA from MDOE and Hub members to employ best practices for tracking employment outcomes for students*

**STATE OF MAINE
Department of Education**

Workforce Development and Innovative Pathways-- Adult Education and Family Literacy

RFP#202401001

**FY25-27 Competitive Grant Application for Integrated English Literacy and Civics Education-
Integrated Education and Training Programs (IELCE/IET) (WIOA, sec. 243)**

Eligible Provider Review

Applicant Organization Name: Bangor School Department **Hub #:** 3

Eligible Provider Criteria (Part V, A.)	Yes	No
1. In Appendix C—Eligible Provider Form, has the Applicant reported that they have served eligible individuals in any of the areas listed in 34 CFR 463.24 in the past two consecutive years?	X	
a. CONSORTIUM APPLICANTS: Have all members of the consortium completed Appendix C?	n/a	
b. CONSORTIUM APPLICANTS: Have all members of the consortium served eligible individuals in any of the areas listed in 34 CFR 463.24 in the past two consecutive years?	n/a	
2. In Appendix F—Demonstrated Effectiveness Form, has the Applicant provided data on eligible individuals in any of the areas listed in 34 CFR 463.24 in the past two consecutive years and demonstrated that they have improved the skills of the target population in any of the areas listed in 34 CFR 463.24 OR has the Applicant provided data on the outcomes of its participants as outlined in 34 CFR 463.24?	X	
3. Does the Applicant have a demonstrated need for IELCE/IET services in the service area (50 or more individuals aged 18-64 whose English is a barrier to employment)	X	
4. Is the application complete? a. File #1: <input checked="" type="checkbox"/> Appendix A, Proposal Cover Page, completed and signed <input checked="" type="checkbox"/> Appendix B, Debarment, Performance, and Non-Collusion Certification, signed <input checked="" type="checkbox"/> Appendix C, Eligible Provider Form** <input checked="" type="checkbox"/> Appendix D, Statement of Federal Assurances, signed b. File #2: <input checked="" type="checkbox"/> Appendix E, Application—Proposal Contents, completed <input checked="" type="checkbox"/> Organization Overview <input type="checkbox"/> Consortium/Subcontractors, if applicable—N/A <input checked="" type="checkbox"/> Litigation <input checked="" type="checkbox"/> Financial Viability, documents provided <input checked="" type="checkbox"/> Certificate of Insurance, documents provided <input checked="" type="checkbox"/> Narrative response for proposed project <input checked="" type="checkbox"/> Appendix F, Demonstrated Past Effectiveness** <input checked="" type="checkbox"/> Appendix G, Program Schedule and Alignment <input checked="" type="checkbox"/> Appendix H, Qualifications of Personnel Form <input checked="" type="checkbox"/> Appendix I, General Education Provisions Act (GEPA Attestation), signed c. File #3: <input checked="" type="checkbox"/> Appendix J, Cost Proposal Form <input checked="" type="checkbox"/> Budget Narrative	X	
** All Consortium members must complete.		

Is the Applicant an Eligible Provider? Yes No

If no, explain why:

Ineligibility Letter sent: _____

**STATE OF MAINE
Department of Education**

Workforce Development and Innovative Pathways-- Adult Education and Family Literacy

RFP#202401001

**FY25-27 Competitive Grant Application for Integrated English Literacy and Civics Education-
Integrated Education and Training Programs (IELCE/IET) (WIOA, sec. 243)**

Eligible Provider Review

Applicant Organization Name: Lewiston Adult Education of Lewiston Public Schools **Hub #:** 6

Eligible Provider Criteria (Part V, A.)	Yes	No
1. In Appendix C—Eligible Provider Form, has the Applicant reported that they have served eligible individuals in any of the areas listed in 34 CFR 463.24 in the past two consecutive years?	X	
a. CONSORTIUM APPLICANTS: Have all members of the consortium completed Appendix C?	n/a	
b. CONSORTIUM APPLICANTS: Have all members of the consortium served eligible individuals in any of the areas listed in 34 CFR 463.24 in the past two consecutive years?	n/a	
2. In Appendix F—Demonstrated Effectiveness Form, has the Applicant provided data on eligible individuals in any of the areas listed in 34 CFR 463.24 in the past two consecutive years and demonstrated that they have improved the skills of the target population in any of the areas listed in 34 CFR 463.24 OR has the Applicant provided data on the outcomes of its participants as outlined in 34 CFR 463.24?	X	
3. Does the Applicant have a demonstrated need for IELCE/IET services in the service area (50 or more individuals aged 18-64 whose English is a barrier to employment)	X	
4. Is the application complete? a. File #1: <input checked="" type="checkbox"/> Appendix A, Proposal Cover Page, completed and signed <input checked="" type="checkbox"/> Appendix B, Debarment, Performance, and Non-Collusion Certification, signed <input checked="" type="checkbox"/> Appendix C, Eligible Provider Form** <input checked="" type="checkbox"/> Appendix D, Statement of Federal Assurances, signed b. File #2: <input checked="" type="checkbox"/> Appendix E, Application—Proposal Contents, completed <input checked="" type="checkbox"/> Organization Overview <input type="checkbox"/> Consortium/Subcontractors, if applicable- N/A <input checked="" type="checkbox"/> Litigation <input checked="" type="checkbox"/> Financial Viability, documents provided <input checked="" type="checkbox"/> Certificate of Insurance, documents provided <input checked="" type="checkbox"/> Narrative response for proposed project <input checked="" type="checkbox"/> Appendix F, Demonstrated Past Effectiveness** <input checked="" type="checkbox"/> Appendix G, Program Schedule and Alignment <input checked="" type="checkbox"/> Appendix H, Qualifications of Personnel Form <input checked="" type="checkbox"/> Appendix I, General Education Provisions Act (GEPA Attestation), signed c. File #3: <input checked="" type="checkbox"/> Appendix J, Cost Proposal Form <input checked="" type="checkbox"/> Budget Narrative	X	
** All Consortium members must complete.		

Is the Applicant an Eligible Provider? Yes No

If no, explain why:

Ineligibility Letter sent: _____

**STATE OF MAINE
Department of Education**

Workforce Development and Innovative Pathways-- Adult Education and Family Literacy

RFP#202401001

**FY25-27 Competitive Grant Application for Integrated English Literacy and Civics Education-
Integrated Education and Training Programs (IELCE/IET) (WIOA, sec. 243)**

Eligible Provider Review

Applicant Organization Name: South Portland School Department **Hub #:** 8

Eligible Provider Criteria (Part V, A.)	Yes	No
1. In Appendix C—Eligible Provider Form, has the Applicant reported that they have served eligible individuals in any of the areas listed in 34 CFR 463.24 in the past two consecutive years?	X	
a. CONSORTIUM APPLICANTS: Have all members of the consortium completed Appendix C?	n/a	
b. CONSORTIUM APPLICANTS: Have all members of the consortium served eligible individuals in any of the areas listed in 34 CFR 463.24 in the past two consecutive years?	n/a	
2. In Appendix F—Demonstrated Effectiveness Form, has the Applicant provided data on eligible individuals in any of the areas listed in 34 CFR 463.24 in the past two consecutive years and demonstrated that they have improved the skills of the target population in any of the areas listed in 34 CFR 463.24 OR has the Applicant provided data on the outcomes of its participants as outlined in 34 CFR 463.24?	X	
3. Does the Applicant have a demonstrated need for IELCE/IET services in the service area (50 or more individuals aged 18-64 whose English is a barrier to employment)	X	
4. Is the application complete? a. File #1: <input checked="" type="checkbox"/> Appendix A, Proposal Cover Page, completed and signed <input checked="" type="checkbox"/> Appendix B, Debarment, Performance, and Non-Collusion Certification, signed <input checked="" type="checkbox"/> Appendix C, Eligible Provider Form** <input checked="" type="checkbox"/> Appendix D, Statement of Federal Assurances, signed b. File #2: <input checked="" type="checkbox"/> Appendix E, Application—Proposal Contents, completed <input checked="" type="checkbox"/> Organization Overview <input type="checkbox"/> Consortium/Subcontractors, if applicable- N/A <input checked="" type="checkbox"/> Litigation <input checked="" type="checkbox"/> Financial Viability, documents provided <input checked="" type="checkbox"/> Certificate of Insurance, documents provided <input checked="" type="checkbox"/> Narrative response for proposed project <input checked="" type="checkbox"/> Appendix F, Demonstrated Past Effectiveness** <input checked="" type="checkbox"/> Appendix G, Program Schedule and Alignment <input checked="" type="checkbox"/> Appendix H, Qualifications of Personnel Form <input checked="" type="checkbox"/> Appendix I, General Education Provisions Act (GEPA Attestation), signed c. File #3: <input checked="" type="checkbox"/> Appendix J, Cost Proposal Form <input checked="" type="checkbox"/> Budget Narrative	X	
** All Consortium members must complete.		

Is the Applicant an Eligible Provider? Yes No

If no, explain why:

Ineligibility Letter sent: _____

Local Workforce Development Board Review of Adult Education AEFLA 243 Grant Application

Directions: Use the following rubric to review each application. Insert comments in the appropriate column (suggestions for alignment) or check if responses are adequate. Your responses will be considered in the overall review of the AEFLA grant application for each eligible applicant. Upon completion, please return the form (1 for each application) to the Adult Education Office, Maine Department of Education, 23 State House Station, Augusta, ME 04333-0023 or by email to megan.dichter@maine.gov no later than **4 pm on March 29th, 2024**.

Applicant: Bangor School Department

Applicants were asked to respond to the following:

(4) Align proposed activities and services to the strategy and goals of the local plan under WIOA Title 1, section 108, as well as with the activities and services of the one-stop partners.

Suggestions for Improved Alignment	Criteria	Alignment Acceptable – Yes
a. Strategy: Develop Ongoing Survey to Determine Training Needs & Skills Businesses Seek b. Strategy: Promote Educational & Training Opportunities for Projected in Demand Industries c. Strategy: Encourage the Increase of Micro Credentialing & Certification Programs d. Strategy: Develop Survey to Gauge Digital Literacy Skills e. Strategy: Provide Digital Literacy Skills Training f. Strategy: Promote & Increase Regional Assets & Amenities	1. The applicant’s IELCE current and proposed activities and services align with the strategies and goals of the local workforce development plan in the service area, including promoting concurrent enrollment in Title I.	a. Strategy: . Develop Ongoing Survey to Determine Training Needs & Skills Businesses Seek YES- using advanced software, HUB 3 will be positioned to track necessary data to meet the identified English Language barriers of participants and conduct pre and post test CASAS to measure progress. b. Strategy: Promote Educational & Training Opportunities for Projected In Demand Industries YES- targets healthcare identified in NWDB strategic plan as leading priority industry for local area c. Strategy: Encourage the Increase of Micro Credentialing & Certification Programs YES- Goal is to offer a Nursing/ELA IET and Healthcare ELA/IET in the fall and spring semesters

Local Workforce Development Board Review of Adult Education AEFLA 243 Grant Application

<p>g. Strategy: Increase Jobs Available</p>		<p>d. Strategy: Develop Survey to Gauge Digital Literacy Skills N/A</p> <p>e. Strategy: Provide Digital Literacy Skills Training N/A</p> <p>f. Strategy: Promote & Increase Regional Assets & Amenities YES- Goal is to develop a New Mainers Resource Center with staff dedicated to provide assistance in obtaining professional licenses and credentials.</p> <p>g. Strategy: Increase Jobs Available YES- Grant will support full-time professional training and instructor positions</p>
<p>a. Develop committees on an as-needed basis to address new challenges or capitalize on new opportunities and initiatives.</p> <p>b. Engage with businesses regularly and meaningfully to understand their projected workforce needs and current challenges. This engagement may also take place through robust communication with intermediaries, such as chambers and economic development organizations, who already have strong engagement with employers Encourage a connection with local chamber of commerce</p>	<p>2. Applicant’s activities are aligned with the area one-stop partners to meet the participants’ personal, academic, and career needs.</p>	<p>a. Develop committees on an as-needed basis to address new challenges or capitalize on new opportunities and initiatives.</p> <p>b. Engage with businesses regularly and meaningfully to understand their projected workforce needs and current challenges. This engagement may also take place through robust communication with intermediaries, such as chambers and economic development organizations, who already have strong engagement with employers.</p> <p>c. Recognize emerging industry opportunities that lead to job opportunities (e.g., clean energy, climate change, changing technologies)</p>

Local Workforce Development Board Review of Adult Education AEFLA 243 Grant Application

<p>c. Recognize emerging industry opportunities that lead to job opportunities (e.g., clean energy, climate change, changing technologies)</p> <p>d. Collaborate with partners and employers to develop a deep understanding of career pathways and utilize that information to develop better training programs and help job seekers, both unemployed and underemployed, to make informed decisions. Appendix 14 includes three sample occupation data profiles within the NWDB Targeted Industries of Manufacturing, Healthcare, and Information Technology. This data was provided by the Eastern Maine Development Corporation for this project through their Jobs EQ data subscription. These profiles can be completed for any 5-digit Occupation Code.</p> <p>e. Strengthen collaborations with workforce service providers to ensure access for all individuals with barriers including formerly incarcerated, youth, long-term unemployed, and individuals with disabilities. A continuing committee to ensure successful program implementation representative of partners and business could be beneficial to grants success through at least a school semester</p>		<p>d. Collaborate with partners and employers to develop a deep understanding of career pathways and utilize that information to develop better training programs and help job seekers, both unemployed and underemployed, to make informed decisions. Appendix 14 includes three sample occupation data profiles within the NWDB Targeted Industries of Manufacturing, Healthcare, and Information Technology. This data was provided by the Eastern Maine Development Corporation for this project through their JobsEQ data subscription. These profiles can be completed for any 5-digit Occupation Code. YES- HUB 3 has demonstrated collaboration with NWDB one-stop partners, especially focused in this proposal with EMCC</p> <p>e. Strengthen collaborations with workforce service providers to ensure access for all individuals with barriers including formerly incarcerated, youth, long-term unemployed, and individuals with disabilities. YES- HUB 3’s proposal focuses on New Mainers with English Language Deficiencies.</p>
<p>a. Improve mechanisms of communications to ensure that all partners are operating efficiently through awareness of all the</p>	<p>3. Applicant’s described work with other community resources such as: public schools, postsecondary</p>	<p>a. Improve mechanisms of communications to ensure that all partners are operating efficiently through awareness of all the resources in the</p>

Local Workforce Development Board Review of Adult Education AEFLA 243 Grant Application

<p>resources in the region that can support job seekers and employers while avoiding duplication of services</p> <p>b. Encourage the “cross pollination” of board memberships by encouraging partners to serve on the NWDB and NWDB representatives to serve on partner boards</p> <p>Elicit NWDB Board member or staff to support the pilot. We have strong healthcare members who could be valuable to this pilot.</p> <p>c. Continue facilitating robust meetings among groups of partners – including meetings focused on the One Stops, Adult Education, and the implementation of other Core Programs</p> <p>d. Capitalize on new program initiatives to engage employers and develop new training initiatives while working towards piloting new ideas and strategies that may be applied to other industries</p> <p>e. Cross sharing information with state, regional, and local partners to support entrepreneurship and business/job creating including Small Business Development Center, start-up initiatives, and services through the higher education system</p>	<p>institutions, one-stop partners, job training providers, employers and social service agencies will support the participants’ personal, academic and career goals.</p>	<p>region that can support job seekers and employers while avoiding duplication of services</p> <p>b. Encourage the “cross pollination” of board memberships by encouraging partners to serve on the NWDB and NWDB representatives to serve on partner boards</p> <p>c. Continue facilitating robust meetings among groups of partners – including meetings focused on the One Stops, Adult Education, and the implementation of other Core Programs</p> <p>d. Capitalize on new program initiatives to engage employers and develop new training initiatives while working towards piloting new ideas and strategies that may be applied to other industries</p> <p>e. Cross sharing information with state, regional, and local partners to support entrepreneurship and business/job creating including Small Business Development Center, start-up initiatives, and services through the higher education system</p> <p>YES- HUB 3 and EMCC identified various nursing and healthcare needs that energized this proposal.</p>
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Local Workforce Development Board Review of Adult Education AEFLA 243 Grant Application

Directions: Use the following rubric to review each application. Insert comments in the appropriate column (suggestions for alignment) or check if responses are adequate. Your responses will be considered in the overall review of the AEFLA Integrated English Literacy and Civics Education (IELCE) grant application for each eligible applicant. Upon completion, please return the forms (1 for each application) and the signed confidentiality agreement to the Adult Education Office, Maine Department of Education, 23 State House Station, Augusta, ME 04333-0023 or by email to megan.dichter@maine.gov **no later than 4 pm on March 29, 2024.**

Applicant: Lewiston Adult Education

Applicants were asked to respond to the following:

(4)Align proposed activities and services to the strategy and goals of the local plan under WIOA Title I, section 108, as well as with the activities and services of the one-stop partners.

Suggestions for Improved Alignment	Criteria	Alignment Acceptable – Yes
	1. The Applicant’s IELCE program and current and proposed activities and services align with the strategies and goals of the local workforce development plan in the service, area, including promoting concurrent enrollment within Title I.	Yes. Lewiston Adult Ed is one of the most responsive and collaborative AE programs in our region. They work hand in hand with the board’s provider to plan and implement programs. They collaborate with several partners to provide the most robust services for their participants. Their deputy director is a CWMWDB board member who is keenly aware of the board’s work and vision for the region
	2. Applicant’s activities align with the area one-stop partners to meet the participants’ personal, academic, and career needs.	Yes. Lewiston Adult Ed works with many of the WIOA required partners. Each participant is matched with the resources he/she needs to be successful
	3. Applicant’s described work with other community resources such as: public schools, postsecondary institutions, one-stop partners, job training providers, employers and social service agencies will support the participants’ personal, academic and career goals.	Yes. Lewiston AE had done a particularly good job reaching out to and supporting the area’s New Mainers population. This is incredibly important for a state that has an aging population and a low birth rate.

Local Workforce Development Board Review of Adult Education AEFLA 243 Grant Application

Directions: Use the following rubric to review each application. Insert comments in the appropriate column (suggestions for alignment) or check if responses are adequate. Your responses will be considered in the overall review of the AEFLA Integrated English Literacy and Civics Education (IELCE) grant application for each eligible applicant. Upon completion, please return the forms (1 for each application) and the signed confidentiality agreement to the Adult Education Office, Maine Department of Education, 23 State House Station, Augusta, ME 04333-0023 or by email to megan.dichter@maine.gov **no later than 4 pm on March 29, 2024.**

Applicant: South Portland School Department

Applicants were asked to respond to the following:

(4) Align proposed activities and services to the strategy and goals of the local plan under WIOA Title 1, section 108, as well as with the activities and services of the one-stop partners.

Suggestions for Improved Alignment	Criteria	Alignment Acceptable – Yes
	1. The Applicant’s IELCE program and current and proposed activities and services align with the strategies and goals of the local workforce development plan in the service, area, including promoting concurrent enrollment within Title I.	Yes
Please note that in addition to MDOL (Career Centers) and Workforce Solutions (WIOA Title IB) there are 16 One-Stop Partners that have signed a regional MOU to support integration of workforce development services.	2. Applicant’s activities align with the area one-stop partners to meet the participants’ personal, academic, and career needs.	Yes
	3. Applicant’s described work with other community resources such as: public schools, postsecondary institutions, one-stop partners, job training providers, employers and social service agencies will support the participants’ personal, academic and career goals.	Yes



STATE OF MAINE
DEPARTMENT OF EDUCATION

Janet T. Mills
Governor

A. Pender Makin
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202401001

RFP TITLE: FY25 – 27 Competitive Grant Application for Integrated English Literacy and Civics Education – Integrated Education and Training Programs and Services (IELCE-IET) (WIOA, Sec. 243)

I, *(print name at right)* David McDonough

_____ accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Education. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.

David McDonough

3/6/2024

Signature

Date

Certificate Of Completion

Envelope Id: 180B011608B94223BE4AC3C7D897B068	Status: Completed
Subject: Here is your signed document: 202401001 IELCE-IET Agreement Disclosure Statement.docx	
Source Envelope:	
Document Pages: 1	Signatures: 1
Certificate Pages: 2	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Disabled	David McDonough
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	david.mcdonough@maine.gov
	IP Address: 64.207.219.136

Record Tracking

Status: Original	Holder: David McDonough	Location: DocuSign
3/6/2024 3:17:50 PM	david.mcdonough@maine.gov	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Maine Department of Education	Location: DocuSign

Signer Events

Signature	Timestamp
David McDonough david.mcdonough@maine.gov Adult Education Grants Specialist Maine Department of Education Security Level: Email, Account Authentication (None)	Sent: 3/6/2024 3:17:51 PM Viewed: 3/6/2024 3:18:07 PM Signed: 3/6/2024 3:19:24 PM Freeform Signing
Signature Adoption: Pre-selected Style Using IP Address: 69.39.108.122	

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

In Person Signer Events

Signature	Timestamp
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Editor Delivery Events

Status	Timestamp
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Agent Delivery Events

Status	Timestamp
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Intermediary Delivery Events

Status	Timestamp
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Certified Delivery Events

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Carbon Copy Events

Status	Timestamp
Amy Poland amy.poland@maine.gov Professional Development Coordinator, Adult Education Carahsoft OBO Maine Department of Education Security Level: Email, Account Authentication (None)	Sent: 3/6/2024 3:19:25 PM

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Witness Events

Signature	Timestamp
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Notary Events

Signature	Timestamp
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Envelope Summary Events

Status	Timestamps
Envelope Sent	3/6/2024 3:17:51 PM
Certified Delivered	3/6/2024 3:18:07 PM
Signing Complete	3/6/2024 3:19:24 PM

Envelope Summary Events	Status	Timestamps
Completed	Security Checked	3/6/2024 3:19:25 PM
Payment Events	Status	Timestamps



**STATE OF MAINE
DEPARTMENT OF EDUCATION**

Janet T. Mills
Governor

A. Pender Makin
Commissioner

**AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202401001**

RFP TITLE: FY25 – 27 Competitive Grant Application for Integrated English Literacy and Civics Education – Integrated Education and Training Programs and Services (IELCE-IET) (WIOA, Sec. 243)

I, *(print name at right)* _____ Megan Dichter _____
accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Education. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

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Megan Dichter

Signature

3/7/2024

Date

Certificate Of Completion

Envelope Id: D7D33ABAA71C45DFB0744FFBDE2BDA7C	Status: Completed
Subject: Here is your signed document: 202401001 IELCE-IET Agreement Disclosure Statement.docx	
Source Envelope:	
Document Pages: 1	Signatures: 1
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Disabled	Megan Dichter
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	megan.dichter@maine.gov
	IP Address: 64.207.219.137

Record Tracking

Status: Original	Holder: Megan Dichter	Location: DocuSign
3/7/2024 8:21:14 AM	megan.dichter@maine.gov	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Maine Department of Education	Location: DocuSign

Signer Events

Megan Dichter
 megan.dichter@maine.gov
 Security Level: Email, Account Authentication (None)

Signature



Signature Adoption: Pre-selected Style
 Using IP Address: 98.11.130.149

Timestamp

Sent: 3/7/2024 8:21:15 AM
 Viewed: 3/7/2024 8:21:24 AM
 Signed: 3/7/2024 8:22:04 AM
 Freeform Signing

Electronic Record and Signature Disclosure:
 Accepted: 12/7/2023 11:55:49 AM
 ID: 0ad5b880-114f-4925-8809-f2426fe42e1b

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Amy Poland
 amy.poland@maine.gov
 Professional Development Coordinator, Adult Education
 Carahsoft OBO Maine Department of Education
 Security Level: Email, Account Authentication (None)

COPIED

Sent: 3/7/2024 8:22:05 AM
 Viewed: 3/7/2024 9:53:05 AM

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Witness Events

Signature

Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events

Status

Timestamps

Envelope Sent	Hashed/Encrypted	3/7/2024 8:21:15 AM
Certified Delivered	Security Checked	3/7/2024 8:21:24 AM

Envelope Summary Events	Status	Timestamps
Signing Complete	Security Checked	3/7/2024 8:22:04 AM
Completed	Security Checked	3/7/2024 8:22:05 AM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure



STATE OF MAINE
DEPARTMENT OF EDUCATION

Janet T. Mills
Governor

A. Pender Makin
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202401001

RFP TITLE: FY25 – 27 Competitive Grant Application for Integrated English Literacy and Civics Education – Integrated Education and Training Programs and Services (IELCE-IET) (WIOA, Sec. 243)

I, *(print name at right) Madelyn Litz*

_____ accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Education. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.

DocuSigned by:
Madelyn Litz
D7523A30340A491...
Signature

3/9/2024

Date



STATE OF MAINE
DEPARTMENT OF EDUCATION

Janet T. Mills
Governor

A. Pender Makin
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202401001

RFP TITLE: FY25 – 27 Competitive Grant Application for Integrated English Literacy and Civics Education – Integrated Education and Training Programs and Services (IELCE-IET) (WIOA, Sec. 243)

I, *(print name at right)* Tarlan Ahmadov

_____ accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Education. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.

DocuSigned by:

Tarlan Ahmadov

3/18/2024

Signature

Date



STATE OF MAINE
DEPARTMENT OF EDUCATION

Janet T. Mills
Governor

A. Pender Makin
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202401001

RFP TITLE: FY25 – 27 Competitive Grant Application for Integrated English Literacy and Civics Education – Integrated Education and Training Programs and Services (IELCE-IET) (WIOA, Sec. 243)

I, *(print name at right)* Tamara Ranger

_____ accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Education. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.

DocuSigned by:
Tamara Ranger
2A472455287F414...

3/12/2024

Signature

Date

Confidentiality Agreement
Maine Adult Education
RFP # **202401001**

RFP Title: FY 25-27 Competitive Grant Application for Integrated English Literacy and Civics Education-
Integrated Education and Training Programs and Services (IELCE/IET) (WIOA, sec. 243)

I, Amy Geren, accept the responsibility to review the Request for Proposals (RFP) on behalf of the Catherine Cutler Institute, in its contractor role as One-Stop Operator for Coastal Counties Workforce, Inc., for the State of Maine Department of Education. I hereby do accept the terms set forth in this agreement.

I understand that the federal Workforce Innovation and Opportunity Act (WIOA) Sec 107(d)(11)(B)(I)(II) requires the local area workforce board to be involved in: "(I) reviewing the applications to provide adult education and literacy activities under title II for the local area, submitted under such section to the eligible agency by eligible providers, to determine whether such applications are consistent with the local plan; and (II) making recommendations to the eligible agency to promote alignment with such plan;..."

I understand that the comments from the local area board are for informational purposes. The comments are not given a numerical score, nor are they a Fund/Not Fund factor. Rather the comments are taken into consideration in determining the degree to which applications either align, or could be enhanced to align, with the local plans.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Maine DOE formally releases the funding decision notices for public distribution.



Signature

03/11/2024

Date

Confidentiality Agreement
Maine Adult Education
RFP # **202401001**


RFP Title: FY 25-27 Competitive Grant Application for Integrated English Literacy and Civics Education-
Integrated Education and Training Programs and Services (IELCE/IET) (WIOA, sec. 243)

I, (enter name at right) Antoinette Mancusi Accept the responsibility to review the Request for Proposals (RFP) on behalf of the (fill in the name of the Workforce Board) Coastal Counties Workforce, Inc. for the State of Maine Department of Education. I hereby do accept the terms set forth in this agreement.

I understand that the federal Workforce Innovation and Opportunity Act (WIOA) Sec 107(d)(11)(B)(I)(II) requires the local area workforce board to be involved in: “(I) reviewing the applications to provide adult education and literacy activities under title II for the local area, submitted under such section to the eligible agency by eligible providers, to determine whether such applications are consistent with the local plan; and (II) making recommendations to the eligible agency to promote alignment with such plan;...”

I understand that the comments from the local area board are for informational purposes. The comments are not given a numerical score, nor are they a Fund/Not Fund factor. Rather the comments are taken into consideration in determining the degree to which applications either align, or could be enhanced to align, with the local plans.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Maine DOE formally releases the funding decision notices for public distribution.



Signature

3/6/2023

Date

Confidentiality Agreement
Maine Adult Education
RFP # **202401001**


RFP Title: FY 25-27 Competitive Grant Application for Integrated English Literacy and Civics Education-
Integrated Education and Training Programs and Services (IELCE/IET) (WIOA, sec. 243)

I, (enter name at right) **Jillian Sample** accept the responsibility to review the Request for Proposals (RFP) on behalf of the (fill in the name of the Workforce Board) **Coastal Counties Workforce, Inc** for the State of Maine Department of Education. I hereby do accept the terms set forth in this agreement.

I understand that the federal Workforce Innovation and Opportunity Act (WIOA) Sec 107(d)(11)(B)(I)(II) requires the local area workforce board to be involved in: “(I) reviewing the applications to provide adult education and literacy activities under title II for the local area, submitted under such section to the eligible agency by eligible providers, to determine whether such applications are consistent with the local plan; and (II) making recommendations to the eligible agency to promote alignment with such plan;...”

I understand that the comments from the local area board are for informational purposes. The comments are not given a numerical score, nor are they a Fund/Not Fund factor. Rather the comments are taken into consideration in determining the degree to which applications either align, or could be enhanced to align, with the local plans.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Maine DOE formally releases the funding decision notices for public distribution.


Signature

3.6.24
Date

Confidentiality Agreement
Maine Adult Education
RFP # **202401001**

RFP Title: FY 25-27 Competitive Grant Application for Integrated English Literacy and Civics Education-
Integrated Education and Training Programs and Services (IELCE/IET) (WIOA, sec. 243)

I, (enter name at right) Erin V. Benson Accept the responsibility to review the Request for Proposals (RFP) on behalf of the (fill in the name of the Workforce Board) Central Western Maine Workforce Development Board for the State of Maine Department of Education. I hereby do accept the terms set forth in this agreement.

I understand that the federal Workforce Innovation and Opportunity Act (WIOA) Sec 107(d)(11)(B)(I)(II) requires the local area workforce board to be involved in: “(I) reviewing the applications to provide adult education and literacy activities under title II for the local area, submitted under such section to the eligible agency by eligible providers, to determine whether such applications are consistent with the local plan; and (II) making recommendations to the eligible agency to promote alignment with such plan;...”

I understand that the comments from the local area board are for informational purposes. The comments are not given a numerical score, nor are they a Fund/Not Fund factor. Rather the comments are taken into consideration in determining the degree to which applications either align, or could be enhanced to align, with the local plans.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Maine DOE formally releases the funding decision notices for public distribution.



Signature

3/6/2024

Date

Confidentiality Agreement
Maine Adult Education
RFP # **202401001**

RFP Title: FY 25-27 Competitive Grant Application for Integrated English Literacy and Civics Education-
Integrated Education and Training Programs and Services (IELCE/IET) (WIOA, sec. 243)

I, (enter name at right) Galan Williamson Accept
the responsibility to review the Request for Proposals (RFP) on behalf of the (fill in the name of the
Workforce Board) Northeastern Workforce Development Board for
the State of Maine Department of Education. I hereby do accept the terms set forth in this agreement.

I understand that the federal Workforce Innovation and Opportunity Act (WIOA) Sec 107(d)(11)(B)(I)(II) requires the local area workforce board to be involved in: “(I) reviewing the applications to provide adult education and literacy activities under title II for the local area, submitted under such section to the eligible agency by eligible providers, to determine whether such applications are consistent with the local plan; and (II) making recommendations to the eligible agency to promote alignment with such plan;...”

I understand that the comments from the local area board are for informational purposes. The comments are not given a numerical score, nor are they a Fund/Not Fund factor. Rather the comments are taken into consideration in determining the degree to which applications either align, or could be enhanced to align, with the local plans.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Maine DOE formally releases the funding decision notices for public distribution.

Galan Williamson
Galan Williamson (Mar 6, 2024 14:27 EST)
Signature

03/06/2024
Date

Confidentiality Agreement
Maine Adult Education
RFP # 202401001

RFP Title: FY 25-27 Competitive Grant Application for Integrated English Literacy and Civics Education-
Integrated Education and Training Programs and Services (IELCE/IET) (WIOA, sec. 243)

I, (enter name at right) Kathy Williams Accept the responsibility to review the Request for Proposals (RFP) on behalf of the (fill in the name of the Workforce Board) North eastern Workforce Development Board for the State of Maine Department of Education. I hereby do accept the terms set forth in this agreement.

I understand that the federal Workforce Innovation and Opportunity Act (WIOA) Sec 107(d)(11)(B)(I)(II) requires the local area workforce board to be involved in: "(I) reviewing the applications to provide adult education and literacy activities under title II for the local area, submitted under such section to the eligible agency by eligible providers, to determine whether such applications are consistent with the local plan; and (II) making recommendations to the eligible agency to promote alignment with such plan;..."

I understand that the comments from the local area board are for informational purposes. The comments are not given a numerical score, nor are they a Fund/Not Fund factor. Rather the comments are taken into consideration in determining the degree to which applications either align, or could be enhanced to align, with the local plans.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Maine DOE formally releases the funding decision notices for public distribution.

Kathy Williams
Signature

3/15/24
Date