

Total Bid Amount (1 year):

Narrative

Part 1: Liaison between LEA participants, Ball State University, and the IDOE: \$21,800

- Contractor will develop a system for contacts and record keeping to monitor project deliverables and communications with HA coordinators.
- Contractor will establish communications and develop a relationship with 40 HA coordinators to create a network of support. This includes initial and ongoing communications via email, phone, and virtual platforms and record keeping of communications.
- Contractor will establish communications with Ball State University representatives and determine systems for payments, course needs and reporting, and support needs.
- Contractor will establish communications with IDOE Student Pathways Team Project Manager to define scope of project and reporting requirements for the term of the project. Establish monthly virtual meetings.
- Contractor will establish communication, record-keeping, and payment systems based on planning conversations with Ball State and IDOE.
- Supplies, technology and licensing fees for software, insurance costs for securing information and materials

The above deliverables will be billed within the first quarter of the project as many costs are associated with the startup of the project. Additional ongoing services to be invoiced monthly or quarterly below:

- Liaison will provide updates and ongoing communication based on project and university needs.
- Liaison will provide written updates and ongoing communication based on project and IDOE needs.

Part 2: Financial Management: \$187,693

- Stipends to teacher participants: \$90,000
 - Advanced: 20 x \$3,000 = \$60,000
 - Introductory: 20 x \$1,500 = \$30,000
- Fees: \$15,400
 - Ball State Fees for Graduate Students
 - Online Course Fee: \$75 per student x 40 = \$3,000
 - Technology Fee: \$110 per student x 40 = \$4,400
 - Course Fee (Teaching Education): \$200 per course x 40 = \$8,000
- Books: \$3,733
 - Introductory Course: *Education of the Gifted and Talented, Seventh Edition*, Pearson: \$133.32 each x 20 = \$2,666.40
 - Advanced Course: No text needed per instructor

- Shipping costs for book delivery
- Handling costs (packaging, labels, personel) for book delivery
- Tuition: \$52,560
 - Estimate is based on 3-credit hour course using Ball State's tuition fees for online graduate students: \$1,314 per student x 40 = \$52,560
- Contractor Financial Management personnel= \$20,000
 - Time and effort payment processing, invoicing, and reimbursement for the contractor. Will include the time contribution of Executive Director, Treasurer, Instructional Specialist(s).
- Additional costs for supplies, budget management software, banking fees, legal= \$5,000
- Coordination and organization of materials= \$1,000

Part 3: Record keeping of participant course completion through Ball State: \$5,200

- Contractor will establish regular communications with Ball State and/or participants to monitor enrollment and course progress during the course.
- Contractor will provide contact and support to participants who are at-risk of losing stipend based on grade below a C.

Part 4: Record keeping of participant PD competition through Ball State: \$7,700

- Contractor will maintain record keeping documentation for IDOE reporting requirements (proportion of deliverables described billed monthly)
- Contractor will maintain documentation for PD completion to share with participants.
- Contractor will participate in PD offerings (at discretion of Ball State) to provide support as needed. Travel will be incurred.

Part 5: Assistance in providing support, facilities, and/or services for participants offering field support and training: \$95,600

- Contractor will help facilitate support and field training with advanced participants by providing individual or small-group opportunities in multiple locations
- Contractor will provide support in creation of monthly professional learning opportunities provided by advanced participants. (deliverables billed on content creation)
- Contractor will secure facilities for training needs.
 - Facility costs, coordination of schedule, collaboration with network for multiple locations
- Contractor will develop a system for participants to participate in and report deliverables (office hours, mentor/mentee meetings, field training). Contractor will monitor participation and provide reporting.
 - Estimate:
 - Contractor 30 hours= \$3,000
 - Substitute reimbursement for schools: \$9,000
 - Travel/Mileage reimbursement: \$2,000

- Virtual services/resources: \$5,000
- Contractor will ensure participants have needed materials and resources for field support and training.
- Contractor will provide support to introductory participants in developing HA Programming Plan.
- Contractor mileage/travel to provide support: \$5,000