**TECHNICAL PROPOSAL – SECTION 2.4**

**EDUCATION AND TRAINING VOUCHER PROGRAM &**

**COLLEGE DORM PER DIEM**

**ATTACHMENT C**

***Technical Proposal:***

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| AGENCY NAME: |

**Instructions: Please supply all requested information in the areas shaded yellow and indicate any attachments that have been included. Document all attachments and which Section and question they pertain to in Attachment C. DCS is expecting creative cost saving solutions from all the Respondents in an effort to distinguish the best partner(s) to select.**

**Education and Training Voucher Program:**

* + 1. **ETV DATABASE**

Respondent will describe how they will develop and maintain a database that is accessible on the Internet through a secure website according to DCS guidelines. The respondent will describe how the database will track eligibility, disbursement of funding and academic progress of students receiving ETV funding.

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* + 1. **APPLICATION AND ELIGIBILITY PROCESS**

Respondent will describe the application structure and process of ETV applicants. Respondent will describe the initial and continual ETV and student eligibility verification process. Respondent will describe the timeline of application approvals including processing procedures and functions.

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2.4.3 **COST OF ATTENDANCE AND POST-SECONDAY COLLABORATION**

Respondent will describe how they will verify students cost of attendance. Respondent will describe how they will partner and coordinate with individual post – secondary educational institutions and/or programs to verify students financial aid award.

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2.4.4 **PAYMENT / DISBURSEMENT STRUCTURE AND PROCESS**

Respondents will describe the structure and process of ETV how payment will be issued or disbursed on behalf of eligible ETV student; in accordance with the applicable terms and provisions of federal law (42 U.S.C. 677(i)); program instructions issued by the Administration of Child, Youth, and Families of the U.S. Department of Health and Human Services; and the student’s approved individual plan for use of the ETV funds. This also includes a timeline, processing procedures, and functions for disbursements. Respondent will describe the mechanism of how vouchers will be issued or disbursed to the post – secondary institution or program bursar’s or financial aid office and/or to the student. Respondent will describe how the process of monitoring the disbursement of ETV funds to assure compliance with the conditions and limitations stated in federal law or program instructions.

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* + 1. **AUTHENTIC YOUTH ENGAGEMENT**

Respondent will describe their ability to engage and maintain contact with ETV students that is of no cost to the youth. Respondents will describe how they will monitor and support progress of the eligible ETV student in meeting the student's educational goals and completing his or her course of study and provide academic supportive resources at the school. Respondent will describe how they will monitor the progress of student academic success plans for those students who fall below a semester/term GPA of a 2.0 or lower.

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**Administration of College Dorm Placement Per Diem**

* + 1. **ADMINISTRATION OF COLLEGE DORM PER DIEM**

Respondents will describe how they will serve as the fiscal agent to pass per diem disbursements through to eligible youth for college dormitory living. Respondents will describe how they will collaborate and maintain regular communication with DCS regarding the number of youths in college dorms and payment disbursement.

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* + 1. **COLLEGE DORM PER DIEM PAYMENT DISBURSEMENT STRUCTURE AND PROCESS**

Respondent will describe how they will create, implement, and use a mechanism to disburse foster care per diem payments directly to older youth in foster care who are placed in a college dorm through DCS. Respondent will describe the payment structure of disbursing funding and how youth will receive the per diem timely.

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**College Support Program:** (Optional)

2.4.8 **COLLEGE SUPPORT PROGRAM**

Do you have a college support program that supports foster youth with their transition into a post – secondary college institution? If so, please describe your program components and how the program is designed to build academic success, increase retention/persistence, and support foster youth in reaching post – secondary success. If you have answered yes, please complete the college support program tab on the cost proposal template, Attachment D.

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