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|  | Request for Proposals  RFP 11132019a  Common Core 3.0  Common Core 3.0 Phase III Revisions |

Project Goal:

Common Core 3.0 Phase III Revisions

**Deadline for Submissions:**

**January 10, 2020**

**Project Summary**

The Regional Training Academy (RTA) Coordination Project at the California Social Work Education Center (CalSWEC) is seeking written proposals for development and revision of training content for Core 3.0. The training content is required for new child welfare workers in California.

Proposals must be received no later than 5:00 pm, on **January 10, 2020,** via email to [teniad@berkeley.edu](mailto:teniad@berkeley.edu) with RFP 11132019a Common Core 3.0 Phase III Revisions as the subject line. Issuance of the RFP does not obligate CalSWEC to award a contract, nor is CalSWEC liable for any costs incurred by the proposer in the preparation and submittal of proposals for the subject work. CalSWEC retains the right to award all or parts of this contract to an individual bidder, several bidders, to not select any bidders, and/or to re-solicit proposals.

For questions concerning the anticipated work or scope of the project, please contact Tenia Davis at [teniad@berkeley.edu](mailto:teniad@berkeley.edu)

**Scope of Work**

* Review and revise the current Core 3.0 curriculum to meet the learning objectives as outlined within each course curricula.
  + Curriculum to be revised from 25 classroom modules, 24 eLearnings, and 9 field activities into a proposed 17 classroom modules, 11 eLearnings, and 4 field activities.
* Full course content review and revision will include developing:
  + Interactive curricula that is skill-based and utilizes activities/role plays to enhance transfer of learning.
* Integration of recommendations from the review of eLearnings. Observation of the existing CC 3.0 classroom content and review of Field Activities.
* Instructional design: The entire revision should include sequencing recommendations, incorporation of ICPM/Division 31/W&IC/SOGIE.
  + The themes of Fairness and Equity and Trauma informed practice are also to be woven throughout the revised curriculum.
  + ICPM social worker behaviors and relevant sections of the manual are to be woven throughout the revised curriculum.

**General Curriculum**

* Integration of recommendations by CDOG (Curriculum Development and Oversight Group) as part of the Phase III revision process, including:
  + Updating courses to be in compliance with revised Learning Objectives
  + Integration of eLearning curriculum components identified by CDOG into the identified classroom modules
  + Integration of 200 Level course curricula components identified by CDOG into specified 100 Level classroom modules
  + Transitioning and developing identified half-day courses into full-day courses
  + Merging three (3) specified eLearnings into one 60-90-minute eLearning, as recommended by CDOG
  + Merging four (4) field activities into one (1), while maintaining each individual activity’s intent;

consultation with Field Activity subcommittee

* + Reviewing and potentially revising the Child and Youth Development classroom module to align with ICMP/CQI/Division 31/ W&IC (course content developed by Northern Training Academy)
* The Statewide Curriculum Development Guide (forthcoming on the CalSWEC website) should be referenced and utilized in this revision process.
  + Trainer Guide: Creation of, and/or upgrades and revisions to reproducible guides that contain an agenda, lesson plan, PowerPoint and provides references to the Trainee Guide, using the template provided by CalSWEC.
  + Trainee Guide: Creation of, and/or upgrades and revisions to reproducible guide that contains an agenda and follows a structure complementary to the trainer’s guide and serves as the trainee’s main resource during the training.
  + Development and provision of curricula and trainee aides to include multiple forms of media and a variety of engaging activities to accommodate different learning styles, including but not limited to videos, illustrations, interactive participant activities.
  + Provision of a Bibliography which cite resources used to develop curricula.
  + Development of supplemental handouts, materials and vignettes that align with and enhance revised curricula content.
* Integration of CANS curricula components throughout all of Common Core 3.0 as identified by the CANS workgroup.
* Integration of CFT curricula components throughout all of Common Core 3.0 as informed by the curricula produced by the CFT workgroup
* Development of Train the Trainer webinar(s) to be recorded and posted on the CalSWEC website.
* Finalization of curricula incorporating feedback gathered from any courses which are piloted.
* Assess and revise entire curricula package to maximize scaffolding concepts, overall coherence and flow, efficiency of classroom training time, and maximal effectiveness of sequencing.
* Creation of curriculum based on existing curriculum provided by CalSWEC, as well as inclusion of evidence-based practice based on research regarding best practices in child welfare or related fields. Additional guidance will be provided to contractor by CalSWEC and CDSS as needed.

**Collaboration**

* Maintain a collaborative/effective relationship with CDOG and identified subject matter experts (SME).
  + Upon completion, submit revised curricula by block to CDOG for review (to allow for review time in smaller sections).
* Collaborate with the statewide Macro Evaluation team within the contractor’s capacity as subject matter expert; review evaluation questions and provide feedback.
* Collaborate with a variety of subject matter experts including but not limited to; the ICWA workgroup, CMI workgroup, CANS workgroup, PRAED, NCCD, County representatives, CFT workgroup and CDSS review questions and provide feedback.

**Timeline**

* Curriculum to be finalized and packaged utilizing the Common Core 3.0 templates by **January 10, 2020,** Submitted to Tenia Davis @ [teniad@berkeley.edu](mailto:teniad@berkeley.edu) no later than 5:00pm.
* Bi-weekly check-in dates will be established for consultation with Tenia Davis, Director, Child Welfare In-Service Training Program.
* Be prepared to provide progress updates at all CDOG meetings which occur monthly (at a minimum) via Zoom and sometimes in-person in Sacramento as deemed necessary.

**Contractor Qualifications**

The contractor(s) selected to complete this project must have:

* Knowledge of and experience with direct Public Child Welfare practice in California.
* Experience in curriculum development.
* Familiarity with the California Integrated Core Practice Model (ICPM) particularly Chapters 1-3.
* Knowledge of Adult Learning Theory.
* Proficiency in the use of Microsoft office tools including PowerPoint, Word, and Excel.
* Familiarity with Google Suite including Google Docs.
* Competency in word processing, formatting, and email using applications including Word and Excel.
* Subject matter expertise in California Child Welfare**.**
* Exceptional communication, writing and video/web conferencing skills.
* Superior time-management/project management skills.
* The ability to manage multiple projects and meet multiple deadlines with great attention to detail and minimal supervision and within an allocated budget.
* A minimum of three (3) references that the contractor has worked with previously. For each reference, provide a contact person’s name, address, telephone number, and a brief description of the related project.

**Proposal Components**

Please include all of the following information in your proposal:

* Contact phone number and email address
* Resume or Curriculum Vitae
* Table of Contents for proposal
* Project Narrative (Not to exceed 15 pages)
* Project Timeline
* Statement of Expertise, including a sample of previously developed curriculum content
* Project Team Organizational Chart
* Proposed Project Budget

**Proposal Evaluation**

Proposals received by the submission deadline will be rated according to best value on the basis of:

* Proposal content
* Providing complete proposal components
* Experience and qualifications
* Past performance on similar contracts as evidenced by examples and references
* Cost Analysis for proposal

\*To view the current curricula use the following link: [Common Core 3.0 Curricula](https://calswec.berkeley.edu/programs-and-services/child-welfare-service-training-program/common-core-30)