

Provider Application

Applicant Summary Sheet

* 1. Course Provider Organization Information

Name of Course Provider Organization	<input type="text"/>
Organization Website	<input type="text"/>
Organization Address	<input type="text"/>
Years in Existence	<input type="text"/>
Number of Employees	<input type="text"/>

* 2. Organization Leader Information

Name	<input type="text"/>
Title	<input type="text"/>
Phone	<input type="text"/>
Email	<input type="text"/>

* 3. Organization's Governing Body

* 4. Will new employees be hired to implement approved courses?

5. If yes, how many and in what capacity? (50 words)

* 6. Which best describes your organization?

- Private Postsecondary educational organization
- RI Non-profit Organization
- Rhode Island Local Education Agency/District or School
- Department of Labor and Training Approved Partner

* 7. Course type(s) of proposed offerings (indicate all that apply):

- Virtual/online
- In person/face-to-face
- Other (please specify)

* 8. List title(s) of proposed course offering(s)

* 9. Primary contact and program lead

Name

Title

Address

Phone: Landline

Phone: Cell

Email

Provider Application

Vision and Background

* **10. Provider Vision and Goals for Course Offerings**(250 words): Describe your vision and rationale for applying to be a course provider. Explain why you are focusing on the specific course offering(s) in your proposal and how your course offering(s) will help better ensure Rhode Island students graduate college- and career-ready.

* **11. Provider Background** (250 words): Describe your organization’s background, history, and how you are poised/qualified to offer this course including previous experiences in providing courses such as these. List any current, relevant accreditation your organization holds.

* **12. Continuous Improvement:** (150 words)

> In what way(s) is the organization held accountable for ensuring the organization’s continuous improvement?

> Describe the evaluation system used to measure instructor effectiveness, including how student performance will factor into instructor evaluation. Describe any processes to coach instructors.

* **13. Safety and Liability Protection:** Describe the insurance, policies and procedures in place to ensure student safety and liability protection. (150 words)

Proposed course offering(s)

* 14. Proposed course offering(s)

Course title

Existing course code (if applicable)

Schedule - day(s) of the week

Schedule - Meeting times

Start date

End date

Modality [Traditional (face-to-face/in-person);
Traditional with Online Content; Online/Virtual;
Hybrid (blended including online instruction)]

Location

Prerequisites

Minimum enrollment

Maximum enrollment

SCED code

How many sections of this course will you offer (including varied locations/modalities/schedules)

Integral Partners to offering course

15. Course Description for Catalog (150 words)

* 16. Course and credentials opportunities (indicate all that apply)

- High School Credit - Math / Technology / Science
- High School Credit - English Language Arts or World Language
- High School Credit - Other
- Middle School Credit
- Advanced Placement
- College Credit
- Industry Credential
- Other (please specify)

* 17. Curriculum overview, delivery, and sources:

Describe your proposed curriculum/curricula.

Describe the curricular model and focus, listing curriculum sources (texts, standards, materials, etc.) (250 words)

Describe how the curriculum is aligned with Common Core State Standards, Rhode Island's state-adopted guidelines and/or industry-based standards. (250 words)

What instructional methods will be used to ensure rigor, student engagement and effective instruction? (250 words)

* **18. Course Goals and Student Outcomes:** These goals will be used to evaluate the success of your course in the Advanced Coursework Network. Goals should be specific, measurable, attainable, realistic and timely (SMART) and should pertain to student achievement and postsecondary benefits (college, career and life). At least one of these goals needs to be externally validated.

Goal 1

Goal 2

Goal 3

* **19. Progress monitoring:** How will you track your ongoing progress for all students towards achieving these goals? Describe progress monitoring systems for student performance based on these goals and the plan of action for any students who are not on track to meet expected outcomes.

Goal 1

Goal 2

Goal 3

* **20. Addressing Students with Special Needs and English Language Learners (ELL)**(150 words): Describe your plan of action to serve students with special needs, including how instructors will implement any accommodations for student Individualized Education Plans (IEPs). Discuss how course materials will serve students with special needs and ELL students. Explain in what ways the curriculum is accessible to all students.

* **21. Statewide Recruitment** (150 words): Describe plans for recruitment of students to ensure enrollment.

Course Budget Appendix (upload template)

Provider Name *

Course Name/Course ID *

Course Budget Appendix (upload template) *

Choose File

No file selected

Submit

* 22. **Budget Narrative:** Describe how you arrived at your tuition pricing. Indicate your break-even enrollment for this course.

* 23. Overview of Instructor Qualifications:

- College faculty teaching a course for college credit
- RI Teacher Certificate

* 24. Describe the related professional experiences your instructor(s) have that will contribute to the quality of the course (150 words)

Attach resume / CV of Teacher of Record

Provider Name *

Course Name/Course ID *

Attach resume / CV of Teacher of Record *

No file selected

* 25. Will this person be the primary instructor of the course?

- Yes
- No

26. If not, list other instructors and describe supervision and reporting structures. (150 words)

* 27. Are you applying to offer another course?

- Yes
- No

Provider Application

Assurances

* 28. CERTIFICATION STATEMENT

By submitting this form I, as a representative of my organization, have read and understood all requirements and specifications of the Request for Proposal (RFP). By its submission of this proposal and authorized signature below, Applicant certifies that:

(1) The information contained in this proposal is accurate.

(2) Applicant complies with each of the mandatory requirements listed in the RFP and will meet or exceed the requirements specified therein.

(3) Applicant accepts the procedures, evaluation criteria, mandatory terms and conditions, and all other administrative requirements set forth in this RFP.

(4) Applicant's proposal is valid for at least one year from the date of signature below.

- I have read and understood all requirements and specifications
- I have not read and understood all requirements and specifications