

Rhode Island Registered Apprenticeship
Principal Program (RIRAPP)
RIRAPP Proposal Instructions

Due Date: 9/30/2024

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Introduction

The Rhode Island Registered Apprenticeship Principal Program (RIRAPP) Planning Grants are intended to fuel the initial planning and development of the RIRAPP.

During the grant term 6/21/2024 - 9/30/2024, select EPPs will be responsible for the following:

- Drafting a proposal for a Registered Apprenticeship, PK-12 Building-Level Administrator certification pathway that will be submitted to RIDE at the end of the grant term
 - The proposal should address all the key points outlined in this guidance document.
- Attending all meetings coordinated by RIDE to achieve the goals of this planning grant:
 - Registered Apprenticeship Information Session – 2 hours
 - Planning Grantee and RIDE Progress Check in – 1 hour
 - Optional bi-weekly office hours through grant term

RIRAPP Award Overview

All Planning Grant awardees are required to submit a RIRAPP proposal at the end of the Planning Grant term. This will serve as the application for the subsequent RIRAPP funds. See RIRAPP Proposal Instructions document for the submission template.

RIDE will award up to \$200,000 to the provider(s) who can offer high-quality programming and prepare the most candidates to be certified as PK-12 Building-Level Administrators. The RIRAPP award recipient(s) are expected to fully develop the proposed pathway, apply for and obtain RIDE program approval and Registered Apprenticeship status, and implement and sustain the pathway in collaboration with RIDE and partner LEAs. RIDE reserves the right to partially award an applicant's proposal. Applicants should apply for an amount that reflects the maximum quantity of candidates they can prepare, while ensuring high-quality preparation, per cohort.

Contracts may be renewed based on program performance and the availability of funds. Applicants should explore additional funding available from the US Department of Labor.

Please see the Registered Apprenticeship requirements, USDOL funding sources, and RIRAPP policies and expectations outlined in the RIRAPP Scope of Work and Resources document.

Application and Award Timeline

4/22/2024: Planning Grant Application released

4/22/2024: Question Submissions Open

4/30/2024: Question Submissions Close

5/3/2024: Answers posted

5/24/2024: Planning Grant Application electronic submission due

6/21/2024: Planning Grant Award notification

7/29/2024: Planning Grant Award disbursed

9/30/2024: RIRAPP Proposal due

10/31/2024: RIRAPP Award notification

RIRAPP Proposal

General Instructions

Each Planning Grant awardee will be responsible for submitting a proposal to RIDE for the creation of a Registered Apprenticeship, PK-12 Building-Level Administrator certification pathway at the end of the Planning Grant term. The RIRAPP proposal will serve as the application for the subsequent award funds.

Complete all sections thoroughly and provide evidence and documentation to support the RIRAPP proposal as requested. Please note that any section not fully completed or not on a RIDE template will result in a loss of points or no points awarded. Complete RIRAPP proposals should include the following:

- 1.** Cover Page
- 2.** Technical Proposal

Narrative and Format: Planning Grant awardees' technical proposals must be submitted via the fillable form document attached to the Planning Grant awardee notification email. Please adhere to each subsection's word count limit. The technical proposal consists of the following subsections:

- A. Overview
- B. Problem Definition
- C. Experience and Capacity
- D. Program Structure
- E. Loan Forgiveness Policy
- F. Registered Apprenticeship Requirements
- G. LEA Partnerships
- H. Apprenticeship (Clinical) Experience
- I. Mentorship and Wraparound Supports
- J. Continuous Quality Improvement
- K. PREP-RI Approval
- L. Work Plan

- 3.** Budget and Budget Narrative for FY 25 and FY 26

Evaluation and Selection of RIRAPP Awardee

A review team will evaluate each technical proposal using the following criteria:

Section	Criteria	Possible Points
Technical Proposal		
Overview	<ul style="list-style-type: none"> Provides a clear overview of the proposed pathway 	5 points
Problem Definition	<ul style="list-style-type: none"> Clearly demonstrates an understanding of the needs of aspiring principals and the core aims and components of registered apprenticeship Provides evidence of the EPP's ability to create a pathway that accommodates aspiring principal's needs and the requirements of registered apprenticeship 	10 points
Experience and Capacity	<ul style="list-style-type: none"> Clearly identifies the EPP(s) experience and capacity to create the RIRAPP Describes how the EPP will utilize existing resources and supports 	10 points
Program Structure	<ul style="list-style-type: none"> Clearly describes the goals and anticipated outcomes of the RIRAPP Articulates the logistics of the RIRAPP, including the admissions requirements, program requirements, duration, coursework sequencing, assessment systems, and candidate accessibility Aligns to the PK-12 Principal Registered Apprenticeship competencies (See Scope of Work and Resources document) Proposes a pathway that contains structural features that will support principal apprentices 	30 points
Loan Forgiveness Policy	<ul style="list-style-type: none"> Provides a detailed overview of the EPP's plan to design and manage a loan forgiveness policy Describes how the EPP will hold candidates responsible for tuition costs if the candidate chooses to unenroll in the program and/or fails to fulfill the three-year work commitment 	20 points
Registered Apprenticeship Requirements	<ul style="list-style-type: none"> Describes how the EPP will obtain registered apprenticeship status in cooperation with RIDE Details how the EPP plans to adhere to all required components of registered apprenticeship 	30 points
LEA Partnerships	<ul style="list-style-type: none"> Provides a letter of support from a potential partner LEA for program launch Describes how the EPP will work with additional LEAs to expand the RIRAPP 	20 points

Apprenticeship (Clinical) Experience	<ul style="list-style-type: none"> • Details the clinical experience, in alignment with registered apprenticeship and PREP-RI standards • Describes how the EPP will work with partner LEAs to support and monitor candidates during their work-based, clinical experience 	20 points
Mentorship and Wraparound Supports	<ul style="list-style-type: none"> • Details the coaching, mentorship, wraparound supports, and professional learning experiences that will support candidate retention and achievement 	10 points
Continuous Quality Improvement	<ul style="list-style-type: none"> • Explains how the EPP will collect and analyze data to access impact and inform programmatic changes • Identifies potential target metrics for evaluation 	10 points
PREP-RI Approval	<ul style="list-style-type: none"> • Provides a signed commitment form stating that the EPP understands and agrees to participate in the PREP-RI process for New Program Approval 	10 points
Work Plan	<ul style="list-style-type: none"> • Provides an estimated timeline and brief narrative of how the EPP will accomplish RIRAPP objectives 	5 points
Total Possible Points		180 points
Budget and Budget Narrative		
Budget Proposal	<ul style="list-style-type: none"> • Budget articulates how many candidates per \$100,000 the EPP can prepare for PK-12 Building-Level Administrator licensure • Budget details any additional costs 	10 points
Budget Narrative	<ul style="list-style-type: none"> • Provides clear description of how RIRAPP funds will be used • Outlines how costs per candidate are competitive and reasonable 	10 points
Total Possible Points		20 points
TOTAL		200 points

Submission Instructions

Please submit your RIRAPP proposal as a pdf document to Julia Mann at Julia.mann@ride.ri.gov. The RIRAPP proposal is due by 4:00 PM on 9/30/2024.

Subject line: *EPP Name* RIRAPP Proposal

Email attachments should be saved as: *EPP Name* RIRAPP Proposal