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| **Name of Bidder:** |  |
| **Region:** |  |
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| A workplan is completed each year of the project, including the first year in response to the RFP, and must accompany the annual budget. It describes the proposed activities the bidder will engage in to meet the deliverables, a schedule of implementation of those activities, as well as how the program will progress monitor their work.  Deliverables from the RFP have already been included. Bidders should include relevant information in the tables below. Please add/delete rows from the tables as necessary. | |

**Deliverable 1:** **Using a systematized process approved by the PIT, provide a combination of discipline-specific:**

* 1. Regional trainings, made available to any interested party, such as families, school/district staff, community groups, etc.
  2. Targeted professional development and technical assistance to groups around a common topic, (such as deeper learning after attending a regional training). Participants can include families, school/district staff, community groups, etc.
  3. Technical assistance and support to identified schools/districts
  4. Work in collaboration with the FACE Centers to provide capacity building focused on family and community engagement.

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| **Specific activities to meet deliverable** | **Schedule of implementation** | **Progress monitoring activities** |
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**Deliverable 2: Engage in a regional planning process outlined by the PIT.**

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| **Specific activities to meet deliverable** | **Schedule of implementation** | **Progress monitoring activities** |
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**Deliverable 3: Accept guidance and support from the TAPs for Transition, Behavior, Data, Academics, and Equity:**

* 1. By participating in trainings and planning meetings with the TAPs, including
     1. A yearly 2-day meeting in Albany for the whole Partnership (beginning in Year 2 of the contract)
     2. Monthly webinars established by the PIT
     3. Weekly online learning opportunities, as needed
     4. Twenty (20) hours of professional development for Team members upon hire, as determined by a needs assessment
     5. Three, 2-day meetings annually in the region for the purposes of fidelity coaching, professional development, problem-solving, observations, feedback, and direct support from the TAPs
  2. By utilizing tools and training materials developed and/or reviewed by the TAPs.

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| **Specific activities to meet deliverable** | **Schedule of implementation** | **Progress monitoring activities** |
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**Deliverable 4: As determined by the PIT, provide information and resources to upload to the website for the Partnership.**

4.1 This could include, but is not limited to, upcoming training dates, contact information for local resources, special events or announcements

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| **Specific activities to meet deliverable** | **Schedule of implementation** | **Progress monitoring activities** |
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**Deliverable 5: All Specialists will be required to submit training data (the exact nature of which will be determined by the PIT) to the TAP for Data for the purposes of evaluating the effectiveness of the Partnership.**

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| **Specific activities to meet deliverable** | **Schedule of implementation** | **Progress monitoring activities** |
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**Deliverable SCF 1: Respond to directives of OSE and deploy resources of the Regional Partnership Center accordingly**

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| **Specific activities to meet deliverable** | **Schedule of implementation** | **Progress monitoring activities** |
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**Deliverable SCF 2: Ensure all work of the Regional Partnership Specialists is in alignment with OSE priorities**

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| **Specific activities to meet deliverable** | **Schedule of implementation** | **Progress monitoring activities** |
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**Deliverable SCF 3: Participate in regional planning in collaboration with OSE**

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| **Specific activities to meet deliverable** | **Schedule of implementation** | **Progress monitoring activities** |
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**Deliverable SCF 4: Come to Albany for one 2-day meeting annually for the purposes of regional planning**

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| **Specific activities to meet deliverable** | **Schedule of implementation** | **Progress monitoring activities** |
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**Deliverable SCF 5: Facilitate the Regional Level Team meetings.**

* 1. This also includes at least monthly meetings (phone, webinar, in-person) with the local Early Childhood/School-age FACE Centers

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| **Specific activities to meet deliverable** | **Schedule of implementation** | **Progress monitoring activities** |
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**Deliverable SCF 6: Work in concert with the TAPs to plan, facilitate and conduct the regional team check-ins.**

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| **Specific activities to meet deliverable** | **Schedule of implementation** | **Progress monitoring activities** |
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**Deliverable SCF 7: Serve as a rotating member of the Partnership Implementation Team.**

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| **Specific activities to meet deliverable** | **Schedule of implementation** | **Progress monitoring activities** |
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**Deliverable SCF 8: Conduct a needs assessment with identified districts to determine specialist deployment, and to better understand the systems change required within that district.**

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| **Specific activities to meet deliverable** | **Schedule of implementation** | **Progress monitoring activities** |
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**Deliverable SCF 9: Work in concert with the TAPs to determine the professional development needs of the remaining Specialists.**

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| **Specific activities to meet deliverable** | **Schedule of implementation** | **Progress monitoring activities** |
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