

Request for Proposals

Purchasing Department: Massachusetts Commission on LGBTQ Youth

Address: 250 Washington Street, Boston, MA, 02108

Telephone #: 617-624-5495

RFQ File Name/Title: Research and Evaluation of the MA Commission on LGBTQ Youth Curriculum Project

Contact Person: Kevin Lam, Coordinator MA Commission on Lesbian, Gay, Bisexual, Transgender, Queer, and Questioning Youth (kevin.lam@state.ma.us)

1. Description Or Purpose of Engagement:

Background

The Safe Schools Program for LGBTQ Students is a collaboration between the MA Dept. of Elementary and Secondary Education and the commission. Safe Schools staff and consulting teachers and administrators have prepared lgbt-related model curriculum units in English Language Arts and in Social Studies for use in high school classrooms. DESE has committed to post them as model curriculum units on the state website for the Common Core.

We will begin field-testing the units in the 2016 spring semester. Therefore, planning for research and evaluation of the curriculum will begin as soon as possible to permit assessment of its impact as the units are rolled out.

To enhance the probability of widespread adoption of these units, beyond the cadre of teachers and administrators who are already sympathetic to our goals, we will have to demonstrate the curriculum's efficacy, worth, and ease of use.

Our threads of inquiry will include: content-retention/skills mastery, attitudinal change (i.e., impact on straight and queer students vis a vis empathy and feeling safe), and the experience of the teachers.

Each unit prepared for DESE already conforms to their mandatory template:

Stage I. Established Goals

- A. Transfer (Students will be able to independently use their learning to...)
- B. Meaning (Understandings and Essential Questions)
- C. Acquisition (Knowledge and Skills)

Stage II. Evidence

- A. Evaluative Criteria
- B. Assessment Evidence (Curriculum Embedded Performance Assessment & Other Evidence)

Stage III. Learning Plan (Summary of Key Learning Events and Instruction)

This template offers clear parameters for assessing the student experience. We may want to add more criteria to our own evaluation, regarding student attitudinal change, feelings of classroom safety, etc.

An independent tool for evaluating the teachers' experience will be developed.

2. Whether Single Or Multiple Contractors Are Required For Engagement(s)



Single Contractor



Multiple Contractors.

3. Indicate Engagement Performance and Business Specifications: (include Scope of Service, Evaluation Criteria, and Performance Measures)

Scope of Service

The primary evaluation question to be addressed in this research and evaluation project is:
how successful is the LGBTQ Curriculum Project at meeting its goals?

The Curriculum Project researcher will:

- 1) collaborate with the Commission's curriculum team in refining the goals of the curriculum for students and teachers
- 2) collaborate with the team in developing and using instruments to measure the impact of the units on students and teachers and the degree to which its goals have been met for each group
- 2) analyze the resulting data and work with the team to interpret the analysis so as to improve the curriculum and enhance its dissemination and adoption
- 3) document the curriculum project and its impact in a research paper that will be submitted to a peer-reviewed journal
- 4) develop a white paper on the project, accessible to teachers and administrators

Evaluation Criteria

- Applicant will have a Ph.D., or equivalent, in Education, Adolescent Development/Psychology, Curriculum Studies, Program Evaluation, Sociology, or related field.
- Applicant will be familiar with LGBT issues in schools and have participated in related published research.
- A brief application (3-8 pages) should be submitted outlining expertise and a plan for executing the work described.

Performance Requirements

The Commission is endeavoring to deliver the Best Value to facilitate our needs. However, it is important to measure the Contractor's performance to ensure the Engagement is in compliance with what has been requested and what the Contractor has offered in this RFP. The following performance areas will be subject to measurement:

1. Timely Delivery (Services, Reports)
2. Responsiveness to Commission Inquiries
3. Quality of Deliverables (Services, Reports, etc.)

4. Participation in scheduled meetings
5. Ability to work cooperatively with the Department of Elementary and Secondary Education's Safe Schools for LGBTQ Students Program staff and the curriculum project team.

The Commission shall negotiate with contractors any requirements not set forth in the RFP.

4. EXPECTED DURATION OF ENGAGEMENT

Anticipated Initial Duration up to: 7 months; year(s)

Anticipated Renewal Options: options to renew for year(s) each option

Final End Date of this Engagement: June 30, 2016

5. Anticipated Expenditures, Funding Or Compensation For Expected Duration

The total maximum value of the procurement will be \$9,900.

6. Instructions for Submission of Responses:

Responses must be submitted via email to by Nov. 12, 2015 at 4:00 PM.

Required elements of response include rates and budget and deliverables.

Applicants should submit:

- CVs of all individuals who will support the work
- A brief application (3-8 pages) should be submitted outlining expertise and a plan for executing the work described
- a project timeline
- a proposed budget

7. DEADLINE FOR RESPONSES:

Deadline Date: Nov. 9, 2015

Deadline Time: 4 pm

Will opportunity for written questions be offered? Yes No

Questions may be submitted in writing to kevin.lam@state.ma.us until Nov. 9, 2015 at 3:00 PM.

Check Box if confidentiality form is required.