



Massachusetts Department of Higher Education

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Massachusetts Board of Higher Education

Updated March 31, 2017 Attachment A Instructions & Guidance

Alternate ID: Nursing & Allied Health Grants 2018

COMMBUYS Document #: BD-18-1088-RGT01-RGT01-25648

Background:

The Department of Higher Education's (DHE) Nursing and Allied Health Initiative facilitates public and private partnerships among higher education faculty and executives, health care employers, industry associations and other key stakeholders. This initiative also sponsors, leads and coordinates statewide and regional pilot innovation projects to increase the supply of qualified nurses and allied health professionals, increase the capacity of nursing faculty in our higher education institutions, and reform curriculum to address emerging industry requirements for healthcare quality improvements.

Nursing:

The Department of Higher Education (DHE) convened the Nursing Initiative Advisory Group in 2005 to promote collaboration among professional associations, industry and other health care stakeholders and public and private higher education institutions to develop statewide and regional programs that address the shortage of nurses and nursing faculty. In 2012, the DHE authored the Nursing and Allied Health Workforce Development plan for Massachusetts' Healthcare Sector <http://www.mass.edu/currentinit/documents/Nursing/NAHIStrategicPlanFinalVersion1.1.pdf> and later was awarded a grant, funded by the the Robert Wood Johnson Foundation, to address Academic Progression in Nursing (APIN). These initiatives shared the goal of increasing the number of nurses educated at the BSN degree or higher level to 80% by 2020.

Allied Health:

The DHE convened the Allied Health Advisory Group in FY16 to coordinate policies, strategies, and investments informed by the Direct Care – Allied Health Workforce plan <http://www.mass.edu/library/documents/2014-06-17DHEAlliedHealthWorkforcePlan.pdf>. The AHAG sponsors, leads, and coordinates statewide and regional pilot innovation projects to increase the supply of qualified direct care professionals, and align curriculum to address emerging industry requirements for healthcare delivery improvements. Through regularly scheduled meetings, the AHAG establishes action plans, address variances to plans through corrective actions, assesses project/program outcomes, and projects future industry trends. The AHAG consists of representatives from community colleges, 4-year colleges, employers, industry groups, regional employment boards, and state agencies.

Grant Funding:

The DHE has been appropriated funding in FY18 of which \$100,000 is available to support Nursing and Allied Health grants as follows:

- Nursing – A total of \$65,000 to be allocated for up to two grant awards
- Allied Health – A total of \$35,000 to be allocated for one grant award.

Account	Description
7066-0020	<p>NURSING AND ALLIED HEALTH EDUCATION WORKFORCE DEVELOPMENT</p> <p>For the nursing and allied health workforce development initiative, to develop and support strategies that increase the number of public higher education faculty members and students who participate in programs that support careers in fields related to nursing and allied health</p>

Scope of Service:

The Department of Higher Education is seeking proposals for activities to address workforce development needs in the nursing and the allied health segments of the healthcare sector. Bidders interested in responding to both segments of work should submit separate proposals for each segment.

Nursing:

Proposals should address one or more of the following three priorities defined by working groups of the Massachusetts Action Coalition (MAAC) in the fall of 2017 and should support the transition of this initiative to a sustainable funding source and leadership organization in FY19.

1. Academic Progression

- Increase the number and diversity of nurses in the workforce by promoting clear, accelerated pathways for LPN-BSN and LPN-RN-BSN.
- Accelerate the progression of RNs to the BSN through simplified and available progression pathways.
- Increase the number of diverse faculty by promoting opportunities to attract and retain qualified nurses for academic educator roles.

2. Competencies

- Link the Nurse of the Future Competencies to cross sector competencies and broaden how these linkages can enhance a Culture of Health in Massachusetts.

3. Culture of Health

- Engage a cadre of nurses educated in the Culture of Health <https://www.cultureofhealth.org/> action framework to increase the number of nurses prepared to serve on boards, provide leadership for regional coalitions and participate in developing strategic partnerships advancing population health initiatives.

Allied Health:

Proposals should address one or more of the following six stated purposes of the AHAG and should advance the work of this community with the goal of transitioning this initiative to a sustainable funding source and leadership organization in FY19.

1. Defining, developing, and executing short-term and long-range action plans to pilot innovations in workforce education and replicate/scale-up initiatives to achieve the scope of impact called for in these plans
2. Advancing strategies, policies, and programs that address challenges facing the healthcare workforce
3. Establishing a direct care worker career pathway that integrates core competencies training into career lattice/ladder strategies
4. Maintaining measures of the size of the direct care workforce, as well as projected growth, rates of attrition and the gap between demand and projected supply
5. Identifying a “best practice” career pathway model that supports direct care workers as they transition to college and advance their education
6. Engaging the community to address and overcome “Policy Barriers” to a sustainable program of training and supports needed to recruit, retain and progress candidates into this workforce, and on to further jobs and sustainable living wage careers

Implementation plan

All bidder responses should include a proposed Implementation Plan in the form of the chart below.

IMPLEMENTATION PLAN				
Describe specific anticipated tasks, activities, outcomes and timeline as applicable. When discussing outcome/results, include benchmark data. The table should reflect stated activities, goals and strategies as described above. Feel free to add rows and adjust the table to share additional information or better illustrate your implementation strategy.				
Activities/Services [Actions]	Current Benchmark Data	Anticipated Outcome [Results]	Total Anticipated Beneficiaries	Timeline <i>(when you will implement activity)</i>

REPORTING REQUIREMENTS

Grant recipients must propose an opportunity for the DHE to review interim progress of the project and provide a final evaluation report to the DHE describing project outcomes.

FUNDING TIMELINE

Description	Date
Application Released	April 20, 2018
RFP Questions Submitted to David Cedrone at dcedrone@dhe.mass.edu	April 27, 2018
Responses to Questions Posted on COMMBUYS	May4, 2018
Proposal Due Date	May 25, 2018
Announcement of Awards	June 22, 2018
Completion of Program Activities	December 31, 2018
Final Evaluation Report:	January 31, 2019

Projects will commence upon execution of the Interagency Service Agreement (for awards to public colleges) or the Standard Contract (for awards to community-based, non-profit organizations) with the disbursement of funds to be based on project requirements and achievement of milestones.

Budget:**Budget and Narrative**

Please complete the following table with a breakdown of the requested funding from the DHE. Please provide a *Budget Narrative* that includes calculations and breakdowns of budget amounts allocated and expended, description of budget items and describe any materials purchased. Provide a detailed explanation of any contracted services that are included.

Expense	Requested Funds	Matching Funds	Total Requested & Matching Funds	Budget Narrative
Salaries	0	0	\$0	
Administrative			\$0	
Support Staff			\$0	
Instructional/Professional			\$0	
Other (Describe)			\$0	
Fringe Benefits*			\$0	
Travel			\$0	
Supplies and Materials	0	0	\$0	
Curriculum Books			\$0	
Class Suppliments			\$0	
Other (Describe)			\$0	
Subcontracts	0	0	\$0	
Faculty			\$0	
Presenters			\$0	
Consultants			\$0	
Tuition and Fees			\$0	
Equipment	0	0	\$0	
Tablets, Computers			\$0	
Trade Tools			\$0	
Food			\$0	
Transportation			\$0	
Other	0	0	\$0	
(Specify)			\$0	
(Specify)			\$0	
(Specify)			\$0	
TOTALS:	\$0	\$0	\$0	
*Not to exceed 1.59% payroll taxes as determined by the Massachusetts State Comptroller				

Required Qualifications:

Qualified bidders for the Nursing Grant must have prior direct experience as contributing members of the Nursing and Allied Health Initiative (N&AHI) advisory group or as members of the Massachusetts Action Coalition (MAAC).

Qualified bidders for the Allied Health Grant must have prior direct experience as contributing members of the Allied Health Advisory Group (AHAG).

Applicant Information			
Lead Applicant (Institution):		Project Partners (list all):	
Name of Project/Project Title:			
Grant Administrator:		Institution:	
Name: _____		_____	
Title: _____		Mailing Address:	
Telephone: _____		_____	
E-mail: _____		_____	
Program Information			
Total Number of Students Served Upon Implementation:		Target Population:	
Brief Summary of Project Outcomes:			
Budget			
Total Funds Requested:	Total Matching Funds (Not Required):	Total Project Cost:	
Authorizing/Fiscal Agent:		For DHE Office Use:	
Name: _____			
Title: _____			
Phone: _____			
Email: _____			

Preferred Qualifications:

Preferred qualifications include a designated leadership position on the N&AHI Advisory Committee, the Massachusetts Action Coalition or acting as a contributing member of the Allied Health Advisory Group.

Inquiries:

No phone calls regarding this solicitation will be accepted. Any questions may be submitted by email to David Cedrone at dcedrone@dhe.mass.edu by April 27, 2018.

Submission Requirements:

The following documents are required for each response:

1. ABSTRACT

Submit a one-page (or less) abstract that summarizes the focus of the project proposal.

2. PROJECT NARRATIVE

Provide a thorough description of the proposed project, addressing:

- industry segment focus, employer, or workforce need
- project goals and objectives stated in quantifiable terms and with measurable outcomes
- design and delivery of activities/services showing how each addresses the program goals and objectives

3. Implementation Plan

4. Budget Worksheet

5. Applicant Information Form

Responses MUST be uploaded (as one single document) to COMMBUYS no later than the bid opening date and time: May 25, 2018. Responses not posted to COMMBUYS will not be considered for evaluation. Do not Email and/or mail responses to the department. **BIDDERS IMPORTANT NOTE: When uploading your response on COMMBUYS please be sure to enter a \$0 dollar amount and check off the “no charge”(Make sure “No Bid” is NOT selected) option, otherwise your upload will default to the No Bid option and the department will not be made aware of the upload. This step will ensure accuracy when the bid closes for review and the department awards the bid. Failure to follow this step may result in disqualification of your response due to the department not being properly notified of your response.**

In order to respond to this bid, please register on the COMMBUYS website. If you need assistance with registering please contact the COMMBUYS helpdesk at: COMMBUYS@state.ma.us or (888) 627-8283 or (617) 720-3197.