

State of Maine
Master Score Sheet

RFA# 202205071						
Higher Education						
Bidder Name:		Husson University	Maine Maritime Academy	Northeastern University	Thomas College	
Proposed Cost:		\$1,696,127	\$187,538	\$2,000,000	\$1,995,886	
Scoring Sections		Points Available				
Section I: Preliminary Information		Pass/Fail	Pass	Pass	Pass	Pass
Section II: Organization Qualifications and Experience		50	43	27	30	50
Section III: Proposed Services		25	22	8	10	25
Section IV: Cost Proposal		25	15	8	7	20
TOTAL		<u>100</u>	<u>80</u>	<u>43</u>	<u>47</u>	<u>95</u>
Bidder Name:		University of New England #1	University of New England #2	University of New England #3		
Proposed Cost:		\$163,362	\$2,000,000	\$2,000,000		
Scoring Sections		Points Available		Fail		
Section I: Preliminary Information		Pass/Fail	Pass	Pass		
Section II: Organization Qualifications and Experience		45	30	30	XX	
Section III: Proposed Services		30	10	12	XX	
Section IV: Cost Proposal		25	12	5	XX	
TOTAL		<u>100</u>	<u>52</u>	<u>47</u>	<u>XX</u>	

Award Justification Statement
RFA# 202204071 - Higher Education Workforce Grants
New or Expanded Programs

I. Summary

This RFA is to provide funding to higher education institutions in Maine to prepare students for employment in industries harmed by the COVID-19 pandemic. In particular, to develop a new or expanded certificate or degree program that addresses priority workforce needs in one of the identified industries harmed by COVID-19"

II. Evaluation Process

The Evaluation Team used a consensus-based process to score the different sections of this RFA. The evaluation team was comprised of people with expertise with MJRP funding, the Maine's Economic Strategic Plan, grants, procurement, and education in Maine

III. Proposal

The Evaluation Team reviewed this section and compared the application to the requirements of the RFA. Higher scores were given to applications that clearly showed that it would address critical needs in Maine's economy and workforce by advancing strategies in Maine's 10-year economic development strategic plan; prioritized supports for disadvantaged students; demonstrated a likelihood of supporting the advancement of students and works to achieve higher paying jobs in Maine; and would use the funding to produce lasting benefits or proposed a feasible sustainability plan.

IV. Outcomes and Evaluation

The Evaluation Team reviewed this section and compared the application to the requirements of the RFA. Higher scores were given to applications that had clear, measurable metrics that were tied to the program that outlined what success of the project looked like and had a clear and reasonable evaluation plan for those metrics that explain how the applicant would obtain the needed data.

V. Budget

The Evaluation Team reviewed this section and compared the budget to the requirements of the RFA. Higher scores were provided to budgets that were clearly defined and explained, were reasonable for the work being performed, and included a feasible sustainability plan.

VI. Conclusion

Overall, higher scores were given to applicants whose applications were clear, defined, and linked to the purpose and objectives of the RFA to prepare students for employment in industries harmed by the COVID-19 pandemic. The Evaluation Team considered how well the applications met the requirements as listed in the RFA.



**STATE OF MAINE
DEPARTMENT OF EDUCATION**

**Janet T. Mills
Governor**

**Pender Makin
Commissioner**

AWARD NOTIFICATION LETTER

August 30, 2022

Lynne Coy-Ogan
Husson University
1 College Circle
Bangor, Maine 04401

SUBJECT: Notice of Conditional Contract Award(s) under RFA # 202204071,
Higher Education Workforce Grants – New or Expanded Programs

Dear Dr. Lynne Coy-Ogan:

This letter is in regard to the subject Request for Proposals (RFA), issued by the State of Maine Department of Education for Higher Education Workforce Grants - Work-Based Learning Experiences. The Department has evaluated the proposals received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract award(s) to the following bidder(s):

- Husson University
- Thomas College
- University of New England – Future teachers from Maine for Maine

The bidder(s) listed above received the evaluation team's highest ranking(s). The Department will be contacting the aforementioned bidder(s) soon to negotiate a contract. As provided in the RFA, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

As stated in the RFA, following announcement of this award decision, all submissions in response to the RFA are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

DocuSigned by:
Angel Martinez Loreda
9CAF01C13FEA4E1...

Angel Loreda
Director, Office of Higher Education & Educator Support Services

STATEMENT OF APPEAL RIGHTS

Any person aggrieved by an award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Division of Purchases, Chapter 120, § (2) (2).



**STATE OF MAINE
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**Pender Makin
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AWARD NOTIFICATION LETTER

August 30, 2022

Jerry Paul
Maine Maritime Academy
1 Pleasant Street
Castine, Maine 04420

SUBJECT: Notice of Conditional Contract Award(s) under RFA # 202204071,
Higher Education Workforce Grants – New or Expanded Programs

Dear Jerry Paul:

This letter is in regard to the subject Request for Proposals (RFA), issued by the State of Maine Department of Education for Higher Education Workforce Grants - Work-Based Learning Experiences. The Department has evaluated the proposals received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract award(s) to the following bidder(s):

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**STATE OF MAINE
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Commissioner**

AWARD NOTIFICATION LETTER

August 30, 2022

Joseph E. Aoun
Northeastern University
360 Huntington Avenue
Boston, ME 02115

SUBJECT: Notice of Conditional Contract Award(s) under RFA # 202204071,
Higher Education Workforce Grants – New or Expanded Programs

Dear Joseph E. Aoun:

This letter is in regard to the subject Request for Proposals (RFA), issued by the State of Maine Department of Education for Higher Education Workforce Grants - Work-Based Learning Experiences. The Department has evaluated the proposals received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract award(s) to the following bidder(s):

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Director, Office of Higher Education & Educator Support Services

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**STATE OF MAINE
DEPARTMENT OF EDUCATION**

**Janet T. Mills
Governor**

**Pender Makin
Commissioner**

AWARD NOTIFICATION LETTER

August 30, 2022

Laurie Lachance
Thomas College
180 West River Rd
Waterville, ME 04901

SUBJECT: Notice of Conditional Contract Award(s) under RFA # 202204071,
Higher Education Workforce Grants – New or Expanded Programs

Dear Laurie Lachance:

This letter is in regard to the subject Request for Proposals (RFA), issued by the State of Maine Department of Education for Higher Education Workforce Grants - Work-Based Learning Experiences. The Department has evaluated the proposals received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract award(s) to the following bidder(s):

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**STATE OF MAINE
DEPARTMENT OF EDUCATION**

**Janet T. Mills
Governor**

**Pender Makin
Commissioner**

AWARD NOTIFICATION LETTER

August 30, 2022

James Hebert
University of New England
11 Hills Beach Rd
Biddeford, ME 04005

SUBJECT: Notice of Conditional Contract Award(s) under RFA # 202204071,
Higher Education Workforce Grants – New or Expanded Programs

Dear James Hebert:

This letter is in regard to the subject Request for Proposals (RFA), issued by the State of Maine Department of Education for Higher Education Workforce Grants - Work-Based Learning Experiences. The Department has evaluated the proposals received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract award(s) to the following bidder(s):

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Vaughan, Matthew S

From: Loredo, Angel
Sent: Tuesday, August 30, 2022 2:35 PM
To: Lynne Coy-Ogan
Subject: Higher Education Workforce Grants
Attachments: RFA 202204071 Award Letters.pdf - Husson College.pdf

Dear Dr. Coy-Ogan:

Please find enclosed the award notification letter for the Higher Education Workforce Grants. Should you have any questions please feel free to communicate those to me.

Sincerely,

Ángel Martínez Loredo

(he, him, his English; él Spanish)

Director

Office of Higher Education & Educator Support Services

Maine Department of Education

23 State House Station

Augusta, Maine 04333-0023

207-624-6846 direct line

207-446-4283 mobile number

207-624-6841 fax

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER: Husson University

DATE: 6/30/2022

SUMMARY PAGE

Department Name: Department of Education

Name of RFA Coordinator: Angel Martinez Loreda

Names of Evaluators: Donna Tiner, Jennifer Tarr, Erica Harris, and Joseph Neisen,

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Criteria 1: Eligibility and Allowable Uses		
A private college or private university in Maine; or The Maine Maritime Academy	X	
Develops/expands programs or credentials addressing priority workforce needs identified in the Maine Jobs Plan in one of the specified industries	X	
Attests to following the requirements as outlined in the Sample Subaward Agreement.	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Criteria 2: Proposal	50	43
Criteria 3: Outcomes and Evaluation	25	22
Criteria 4: Budget	25	15
<u>Total Points</u>	<u>100</u>	<u>80</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER: Husson University

DATE: 6/30/2022

**OVERVIEW OF CRITERIA 1
Eligibility and Allowable Uses**

Criteria 1: Eligibility and Allowable Uses

Evaluation Team Comments: The team found that the postsecondary institution qualified for the preliminary eligibility category.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER: Husson University

DATE: 6/30/2022

**EVALUATION OF CRITERIA 2
Proposal**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria 2: Proposal	50	43

Evaluation Team Comments:

1. *Addresses critical needs in Maine’s economy and workforce by advancing strategies identified in Maine’s 10-year economic development strategic plan; Prioritizes supports for disadvantaged students, students with disabilities, and individuals such as new Mainers; Black, Indigenous, and people of color; low-income students; and unemployed workers; Demonstrates likelihood of supporting the advancement of students and workers to achieve higher paying jobs in Maine.*
2. *Needs Assessment*
3. *Project Narrative*
4. *Key Personnel*

NOTES: The postsecondary institution provide sufficient information linking the goals of Maine Economic and Workforce Plan their proposed program. Their proposed plan will assist with students seeking to return to the workforce with a new education program and the ability to secure high paying jobs. Their assessment plan meets the standards set by the project narrative. In doing so, this set’s their project up for success.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER: Husson University

DATE: 6/30/2022

**EVALUATION OF CRITERIA 3
Outcomes and Evaluation**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria 3: Outcomes and Evaluation	25	22

Evaluation Team Comments:

1. *Articulates intended outcomes, provides evidence base for proposed use(s); and*
2. *Has a reasonable and detailed plan to evaluate the program*

NOTES: This institution had their outcomes and evaluation in check. Their detail plan illustrated a connected process to evaluate their project

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER: Husson University

DATE: 6/30/2022

**EVALUATION OF CRITERIA 4
Budget**

Budget Being Scored	Points Available	Points Awarded
\$1,696,127	25 points	15

Evaluation Team Comments:

1. *Budget Narrative & Budget Forms*
2. *Sustainability*

NOTES: The committee felt that the budget narrative needed to be clearer in the items that were listed. A more complete narrative that detailed how the spending was to happen was missing. In addition, the postsecondary institution did not demonstrate how they would undertake this process after the funded had been exhausted.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER: Maine Maritime Academy

DATE: 6/30/2022

SUMMARY PAGE

Department Name: Department of Education

Name of RFA Coordinator: Angel Martinez Loreda

Names of Evaluators: Donna Tiner, Jennifer Tarr, Erica Harris, and Joseph Neisen,

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Criteria 1: Eligibility and Allowable Uses		
A private college or private university in Maine; or The Maine Maritime Academy	X	
Develops/expands programs or credentials addressing priority workforce needs identified in the Maine Jobs Plan in one of the specified industries	X	
Attests to following the requirements as outlined in the Sample Subaward Agreement.	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Criteria 2: Proposal	50	27
Criteria 3: Outcomes and Evaluation	25	8
Criteria 4: Budget	25	8
<u>Total Points</u>	<u>100</u>	<u>43</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER: Maine Maritime Academy

DATE: 6/30/2022

**OVERVIEW OF CRITERIA 1
Eligibility and Allowable Uses**

Criteria 1: Eligibility and Allowable Uses

Evaluation Team Comments:

The postsecondary institution qualified for the Pass/Fail Criteria. They are the Maine Maritime Academy and does qualify for participation addressing workforce and submitting the Sample Subaward Agreement.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER: Maine Maritime Academy

DATE: 6/30/2022

**EVALUATION OF CRITERIA 2
Proposal**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria 2: Proposal	50	27

Evaluation Team Comments:

1. *Addresses critical needs in Maine’s economy and workforce by advancing strategies identified in Maine’s 10-year economic development strategic plan; Prioritizes supports for disadvantaged students, students with disabilities, and individuals such as new Mainers; Black, Indigenous, and people of color; low-income students; and unemployed workers; Demonstrates likelihood of supporting the advancement of students and workers to achieve higher paying jobs in Maine.*
2. *Needs Assessment*
3. *Project Narrative*
4. *Key Personnel*

Notes: While the basic components of the grant were articulated, the document did not have a needs assessment, project narrative or the listing of the key personnel. The proposal was incomplete and lack key components to describe the project and to make the connection to workforce needs.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER: Maine Maritime Academy

DATE: 6/30/2022

**EVALUATION OF CRITERIA 3
Outcomes and Evaluation**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria 3: Outcomes and Evaluation	25	8

Evaluation Team Comments:

1. *Articulates intended outcomes, provides evidence base for proposed use(s); and*
2. *Has a reasonable and detailed plan to evaluate the program*

NOTES:

In this section, the postsecondary institution did not list the outcomes of the project, nor did they have an evaluation system in place.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER: Maine Maritime Academy

DATE: 6/30/2022

**EVALUATION OF CRITERIA 4
Budget**

Budget Being Scored	Points Available	Points Awarded
\$187,538	25 points	8

Evaluation Team Comments:

1. *Budget Narrative & Budget Forms*
2. *Sustainability*

NOTES:

While the budget would have covered the project, no narrative was included. The budget was not articulated enough to determine how the funds would be used.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER: Northeastern University

DATE: 6/30/2022

SUMMARY PAGE

Department Name: Department of Education

Name of RFA Coordinator: Angel Martinez Loredo

Names of Evaluators: Donna Tiner, Jennifer Tarr, Erica Harris, and Joseph Neisen,

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Criteria 1: Eligibility and Allowable Uses		
A private college or private university in Maine; or The Maine Maritime Academy	X	
Develops/expands programs or credentials addressing priority workforce needs identified in the Maine Jobs Plan in one of the specified industries	X	
Attests to following the requirements as outlined in the Sample Subaward Agreement.	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Criteria 2: Proposal	50	30
Criteria 3: Outcomes and Evaluation	25	10
Criteria 4: Budget	25	7
<u>Total Points</u>	<u>100</u>	<u>47</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER: Northeastern University

DATE: 6/30/2022

**OVERVIEW OF CRITERIA 1
Eligibility and Allowable Uses**

Criteria 1: Eligibility and Allowable Uses

Evaluation Team Comments: The committee agreed that the postsecondary institution pass the three initial criteria.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER: Northeastern University

DATE: 6/30/2022

**EVALUATION OF CRITERIA 2
Proposal**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria 2: Proposal	50	30

Evaluation Team Comments:

1. *Addresses critical needs in Maine’s economy and workforce by advancing strategies identified in Maine’s 10-year economic development strategic plan; Prioritizes supports for disadvantaged students, students with disabilities, and individuals such as new Mainers; Black, Indigenous, and people of color; low-income students; and unemployed workers; Demonstrates likelihood of supporting the advancement of students and workers to achieve higher paying jobs in Maine.*
2. *Needs Assessment*
3. *Project Narrative*
4. *Key Personnel*

NOTES: The postsecondary institution did not have the sufficiently needed information to advance this proposal. Similarly, the proposal did not describe how the project would assist with the economic plan and infuse opportunities for individuals of color and low-income students.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER: Northeastern University

DATE: 6/30/2022

**EVALUATION OF CRITERIA 3
Outcomes and Evaluation**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria 3: Outcomes and Evaluation	25	10

Evaluation Team Comments:

1. *Articulates intended outcomes, provides evidence base for proposed use(s); and*
2. *Has a reasonable and detailed plan to evaluate the program*

NOTES: The evaluation plan does not connect with the outcomes. It is missing the benchmarks to describe the outcome. Recommend that applicants develop a stronger outcomes-based plan.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER: Northeastern University

DATE: 6/30/2022

**EVALUATION OF CRITERIA 4
Budget**

Budget Being Scored	Points Available	Points Awarded
\$2,000,000	25 points	7

Evaluation Team Comments:

1. *Budget Narrative & Budget Forms*
2. *Sustainability*

NOTES: Missing from this section was an accurate and complete narrative for the budget. Likewise, the budget did not specify how the money would be spent. Lastly, the committee discussed how the postsecondary institution would continue the project once the funding has been exhausted.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER: Thomas College

DATE: 6/30/2022

SUMMARY PAGE

Department Name: Department of Education

Name of RFA Coordinator: Angel Martinez Loreda

Names of Evaluators: Donna Tiner, Jennifer Tarr, Erica Harris, and Joseph Neisen,

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Criteria 1: Eligibility and Allowable Uses		
A private college or private university in Maine; or The Maine Maritime Academy	X	
Develops/expands programs or credentials addressing priority workforce needs identified in the Maine Jobs Plan in one of the specified industries	X	
Attests to following the requirements as outlined in the Sample Subaward Agreement.	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Criteria 2: Proposal	50	50
Criteria 3: Outcomes and Evaluation	25	25
Criteria 4: Budget	25	20
<u>Total Points</u>	<u>100</u>	<u>95</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER: Thomas College

DATE: 6/30/2022

**OVERVIEW OF CRITERIA 1
Eligibility and Allowable Uses**

Criteria 1: Eligibility and Allowable Uses

Evaluation Team Comments: This postsecondary institution was passed the initial criteria. They qualified because they are a private institution, developed plans addressing the Maine Jobs Plan, and completed the requirements.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER: Thomas College

DATE: 6/30/2022

**EVALUATION OF CRITERIA 2
Proposal**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria 2: Proposal	50	50

Evaluation Team Comments:

1. *Addresses critical needs in Maine’s economy and workforce by advancing strategies identified in Maine’s 10-year economic development strategic plan; Prioritizes supports for disadvantaged students, students with disabilities, and individuals such as new Mainers; Black, Indigenous, and people of color; low-income students; and unemployed workers; Demonstrates likelihood of supporting the advancement of students and workers to achieve higher paying jobs in Maine.*
2. *Needs Assessment*
3. *Project Narrative*
4. *Key Personnel*

NOTES: This postsecondary institution had a perfect score.

- Well-articulated plan that addressed Maine’s 10-year plan with programs that would benefit students of color and low-income students.
- The plan would assist accomplish the goal of students and workers securing higher paying jobs in the future.
- Their needs assessment correlated with the project’s goals.
- The key personnel were identified.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER: Thomas College

DATE: 6/30/2022

**EVALUATION OF CRITERIA 3
Outcomes and Evaluation**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria 3: Outcomes and Evaluation	25	25

Evaluation Team Comments:

1. *Articulates intended outcomes, provides evidence base for proposed use(s); and*
2. *Has a reasonable and detailed plan to evaluate the program*

NOTES:

- This institution has a perfect score in the Criteria 3.
- Their evaluation system matches with the outcomes.
- The proposal contained specific benchmarks to be examine with an evaluation system that looks at validity and reliability. This enables the evaluation system to test accurately the outcomes.
- The outcomes were in sync with the narrative for the project.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER: Thomas College

DATE: 6/30/2022

**EVALUATION OF CRITERIA 4
Budget**

Budget Being Scored	Points Available	Points Awarded
\$1,995,886	25 points	20

Evaluation Team Comments:

1. *Budget Narrative & Budget Forms*
2. *Sustainability*

NOTES: The only items missing receiving a perfect score was the sustainability plan after the project is finished. Would have like to see more a description of how the institution would assume costs after funded had finished.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER: University of New England

DATE: 6/30/2022

SUMMARY PAGE

Department Name: Department of Education

Name of RFA Coordinator: Angel Martinez Loreda

Names of Evaluators: Donna Tiner, Jennifer Tarr, Erica Harris, and Joseph Neisen,

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Criteria 1: Eligibility and Allowable Uses		
A private college or private university in Maine; or The Maine Maritime Academy	X	
Develops/expands programs or credentials addressing priority workforce needs identified in the Maine Jobs Plan in one of the specified industries	X	
Attests to following the requirements as outlined in the Sample Subaward Agreement.	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Criteria 2: Proposal	50	30
Criteria 3: Outcomes and Evaluation	25	10
Criteria 4: Budget	25	12
<u>Total Points</u>	<u>100</u>	<u>52</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER: University of New England

DATE: 6/30/2022

**OVERVIEW OF CRITERIA 1
Eligibility and Allowable Uses**

Criteria 1: Eligibility and Allowable Uses

Evaluation Team Comments:

Pass the criteria.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER: University of New England

DATE: 6/30/2022

**EVALUATION OF CRITERIA 2
Proposal**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria 2: Proposal	50	30

Evaluation Team Comments:

1. *Addresses critical needs in Maine’s economy and workforce by advancing strategies identified in Maine’s 10-year economic development strategic plan; Prioritizes supports for disadvantaged students, students with disabilities, and individuals such as new Mainers; Black, Indigenous, and people of color; low-income students; and unemployed workers; Demonstrates likelihood of supporting the advancement of students and workers to achieve higher paying jobs in Maine.*
2. *Needs Assessment*
3. *Project Narrative*
4. *Key Personnel*

NOTES:

- Plan was not well articulated.
- The needs assessment did not address the components of the projects
- It seemed that the project was a pre-existing need would not address the Workforce initiatives.
- The low-income students and students of color, from the narrative, did not indicate that their needs would have been met.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER: University of New England

DATE: 6/30/2022

**EVALUATION OF CRITERIA 3
Outcomes and Evaluation**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria 3: Outcomes and Evaluation	25	10

Evaluation Team Comments:

1. *Articulates intended outcomes, provides evidence base for proposed use(s); and*
2. *Has a reasonable and detailed plan to evaluate the program*

NOTES:

- No defined outcomes that were measurable.
- The outcomes did not reflect the institution's proposal
- The evolution system was not well written.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER: University of New England

DATE: 6/30/2022

**EVALUATION OF CRITERIA 4
Budget**

Budget Being Scored	Points Available	Points Awarded
	25 points	12

Evaluation Team Comments:

1. *Budget Narrative & Budget Forms*
2. *Sustainability*

NOTES:

- The budget forms were incomplete
- Sustainability was not defined

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER: University of New England – Proposal 2

DATE: 6/30/2022

SUMMARY PAGE

Department Name: Department of Education

Name of RFA Coordinator: Angel Martinez Loredo

Names of Evaluators: Donna Tiner, Jennifer Tarr, Erica Harris, and Joseph Neisen,

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Criteria 1: Eligibility and Allowable Uses		
A private college or private university in Maine; or The Maine Maritime Academy	X	
Develops/expands programs or credentials addressing priority workforce needs identified in the Maine Jobs Plan in one of the specified industries	X	
Attests to following the requirements as outlined in the Sample Subaward Agreement.	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Criteria 2: Proposal	50	30
Criteria 3: Outcomes and Evaluation	25	12
Criteria 4: Budget	25	5
<u>Total Points</u>	<u>100</u>	<u>47</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER: University of New England – Proposal 2

DATE: 6/30/2022

**OVERVIEW OF CRITERIA 1
Eligibility and Allowable Uses**

Criteria 1: Eligibility and Allowable Uses

Evaluation Team Comments:

Qualified for the initial criteria.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER: University of New England – Proposal 2

DATE: 6/30/2022

**EVALUATION OF CRITERIA 2
Proposal**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria 2: Proposal	50	30

Evaluation Team Comments:

1. *Addresses critical needs in Maine’s economy and workforce by advancing strategies identified in Maine’s 10-year economic development strategic plan; Prioritizes supports for disadvantaged students, students with disabilities, and individuals such as new Mainers; Black, Indigenous, and people of color; low-income students; and unemployed workers; Demonstrates likelihood of supporting the advancement of students and workers to achieve higher paying jobs in Maine.*
2. *Needs Assessment*
3. *Project Narrative*
4. *Key Personnel*

NOTES:

- The narrative for the plan did describe element connecting to the work plan and displaced workers
- Needs assessment was written well however, it lacked specific connections to the proposal.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER: University of New England – Proposal 2

DATE: 6/30/2022

**EVALUATION OF CRITERIA 3
Outcomes and Evaluation**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria 3: Outcomes and Evaluation	25	12

Evaluation Team Comments:

1. *Articulates intended outcomes, provides evidence base for proposed use(s); and*
2. *Has a reasonable and detailed plan to evaluate the program*

NOTES:

- The outcomes did not describe what the project would accomplish.
- The evaluation plan did not provide the needed benchmarks to be measured.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER: University of New England – Proposal 2

DATE: 6/30/2022

**EVALUATION OF CRITERIA 4
Budget**

Budget Being Scored	Points Available	Points Awarded
\$2,000,000	25 points	5

Evaluation Team Comments:

1. *Budget Narrative & Budget Forms*
2. *Sustainability*

NOTES:

- Missing most of this section.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER: UNE- Proposal 3 (Dental Medicine)

DATE: 6/30/2022

SUMMARY PAGE

Department Name: Department of Education

Name of RFA Coordinator: Angel Martinez Loreda

Names of Evaluators: Donna Tiner, Jennifer Tarr, Erica Harris, and Joseph Neisen,

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Criteria 1: Eligibility and Allowable Uses		
A private college or private university in Maine; or The Maine Maritime Academy	X	
Develops/expands programs or credentials addressing priority workforce needs identified in the Maine Jobs Plan in one of the specified industries		X
Attests to following the requirements as outlined in the Sample Subaward Agreement.		
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Criteria 2: Proposal	50	XX
Criteria 3: Outcomes and Evaluation	25	XX
Criteria 4: Budget	25	XX
<u>Total Points</u>	<u>100</u>	<u>XX</u>

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: Husson University

DATE: June 29, 2022

EVALUATOR NAME: Donna Tiner

EVALUATOR DEPARTMENT: Department of Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFA) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFA Coordinator or Lead Evaluator for this RFA.*

Individual Evaluator Comments:

I. Criteria 1: Eligibility and Allowable Uses

A private college or private university in Maine; or The Maine Maritime Academy	Yes
Develops/expands programs or credentials addressing priority workforce needs identified in the Maine Jobs Plan in one of the specified industries	YES
Attests to following the requirements as outlined in the Sample Subaward Agreement.	Yes

II. Criteria 2: Proposal

1. *Addresses critical needs in Maine’s economy and workforce by advancing strategies identified in Maine’s 10-year economic development strategic plan; Prioritizes supports for disadvantaged students, students with disabilities, and individuals such as new Mainers; Black, Indigenous, and people of color; low-income students; and unemployed workers; Demonstrates likelihood of supporting the advancement of students and workers to achieve higher paying jobs in Maine.*
 -
 - *Develop an additional nursing program that is 3 years instead of 4 year by attending during the summer.*
 -
2. *Needs Assessment*
 - Need based on student interest in 3-year program.
 - Notes linking to Maine workforce
 - No specific connection to input from workforce on need, but the shortage of nurses is a well known fact.
 - Some of the information for needs assessment is included in the project narrative section. – Institute of Medicine Report
 -
 -
3. *Project Narrative*
 - 25 students per year
 - 6 Hires and 4 increased to 12 month FTE
 - Hire 2 faculty
 - Increase 2 faculty from 9 months to 12 months
 - Increase 2 staff from 10 months to 12 months (simulation)
 - Hire 1 simulation coordinator (12 months)
 - Hire 1 simulation specialist (12 months)

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: Husson University

DATE: June 29, 2022

EVALUATOR NAME: Donna Tiner

EVALUATOR DEPARTMENT: Department of Education

- Hire 1 admin (12 months)
 - Hire 1 student success advisor
 - Includes a recruitment plan with strategies to reached students in underserved groups
 -
 - 4. *Key Personnel*
 - Dean, Chief Nurse Administrator/Director of Undergraduate Programs, Ass. Provost of Assessment and Accreditation
 -
- III. *Criteria 3: Outcomes and Evaluation*
1. *Articulates intended outcomes, provides evidence base for proposed use(s); and*
 - Increase BSN grads by 25 each year
 - Increase use of simulation for clinical work from 18% to 30%
 - 75% of the 3 years of the program will be employed in Maine as registered nurses.
 2. *Has a reasonable and detailed plan to evaluate the program*
 - Notes progression benchmarks to assess program
 - Will look for academic support needs and provide resources
 - *Indicates data to be collected and used*
- IV. *Criteria 4: Budget*
1. *Budget Narrative & Budget Forms*
 - *Salaries and Benefits*
 - *2 simulation manikins*
 2. *Sustainability*
 - *Self sustaining after initial costs covered by grant*

Notes

Technology access of 10 laptops seems low for 25 students per year

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: Maine Maritime Academy

DATE: June 29, 2022

EVALUATOR NAME: Donna Tiner

EVALUATOR DEPARTMENT: Department of Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFA) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during **team** consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFA Coordinator or Lead Evaluator for this RFA.*

Individual Evaluator Comments:

I. Criteria 1: Eligibility and Allowable Uses

A private college or private university in Maine; or The Maine Maritime Academy	Yes
Develops/expands programs or credentials addressing priority workforce needs identified in the Maine Jobs Plan in one of the specified industries	Yes
Attests to following the requirements as outlined in the Sample Subaward Agreement.	Yes

II. Criteria 2: Proposal

1. *Addresses critical needs in Maine’s economy and workforce by advancing strategies identified in Maine’s 10-year economic development strategic plan; Prioritizes supports for disadvantaged students, students with disabilities, and individuals such as new Mainers; Black, Indigenous, and people of color; low-income students; and unemployed workers; Demonstrates likelihood of supporting the advancement of students and workers to achieve higher paying jobs in Maine.*
 - *Integrate new certification for “smart vessels” that automate tasks*
 -
 -
2. *Needs Assessment*
 - *Maine’s, and other states and countries, new vessels will require this certification*
 - *Enhanced safety*
 -
3. *Project Narrative*
 - *70 new students*
 - *Recruitment integrated with current recruitment*
 - *Hire 2 instructors*
 - *Hire 1 Director*
 -
4. *Key Personnel*
 -
 -

III. Criteria 3: Outcomes and Evaluation

1. *Articulates intended outcomes, provides evidence base for proposed use(s); and*
 - *Develop a textbook and training modules*
 - *Train students in 100T license program*
2. *Has a reasonable and detailed plan to evaluate the program*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: Maine Maritime Academy

DATE: June 29, 2022

EVALUATOR NAME: Donna Tiner

EVALUATOR DEPARTMENT: Department of Education

- *Evaluation isn't measurable – how will they know they met the goals?.*
- IV. *Criteria 4: Budget*
1. *Budget Narrative & Budget Forms*
 - *Salary seems low*
 - *Budget seems low*
 2. *Sustainability*
 - *Converting to credit based program that will be used as a pathway to a degree*

Maintaining micro credential or students served?

Is this connected to RFA?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: Northeastern University

DATE: June 28, 2022

EVALUATOR NAME: Donna Tiner

EVALUATOR DEPARTMENT: Department of Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFA) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFA Coordinator or Lead Evaluator for this RFA.*

Individual Evaluator Comments:

I. Criteria 1: Eligibility and Allowable Uses

A private college or private university in Maine; or The Maine Maritime Academy	Yes
Develops/expands programs or credentials addressing priority workforce needs identified in the Maine Jobs Plan in one of the specified industries	Yes
Attests to following the requirements as outlined in the Sample Subaward Agreement.	Yes

II. Criteria 2: Proposal

1. *Addresses critical needs in Maine's economy and workforce by advancing strategies identified in Maine's 10-year economic development strategic plan; Prioritizes supports for disadvantaged students, students with disabilities, and individuals such as new Mainers; Black, Indigenous, and people of color; low-income students; and unemployed workers; Demonstrates likelihood of supporting the advancement of students and workers to achieve higher paying jobs in Maine.*
 - *Data Analytics – Is needed as part of all industries but it is part of all sections and is a big need.*
 - *. Mentioned adult learners*
 -
2. *Needs Assessment*
 -
 - *Mentioned needs from businesses.*
 -
3. *Project Narrative*
 -
 - *Pay tuition for 65 students and pay for*
 -
4. *Key Personnel*
 - *Listed*
 -

III. Criteria 3: Outcomes and Evaluation

1. *Articulates intended outcomes, provides evidence base for proposed use(s); and*
 - *Mainly surveys*
 -
2. *Has a reasonable and detailed plan to evaluate the program*
 - *65 learners earn analytic credential*
 - *What are enrollees getting.*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: Northeastern University

DATE: June 28, 2022

EVALUATOR NAME: Donna Tiner

EVALUATOR DEPARTMENT: Department of Education

IV. Criteria 4: Budget

1. Budget Narrative & Budget Forms

- *Books, Staff for advising, Faculty for course development, Faculty for oversight*
- *Full tuition costs for students.*

2. Sustainability

- *The State will need to provide more money*

Does not appear to be a program that is sustained after this grant allocation as it is mainly to pay tuition.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: Thomas College

DATE: June 29, 2022

EVALUATOR NAME: Donna Tiner

EVALUATOR DEPARTMENT: Department of Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFA) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFA Coordinator or Lead Evaluator for this RFA.*

Individual Evaluator Comments:

I. Criteria 1: Eligibility and Allowable Uses

A private college or private university in Maine; or The Maine Maritime Academy	Yes
Develops/expands programs or credentials addressing priority workforce needs identified in the Maine Jobs Plan in one of the specified industries	Yes
Attests to following the requirements as outlined in the Sample Subaward Agreement.	Yes

II. Criteria 2: Proposal

1. *Addresses critical needs in Maine’s economy and workforce by advancing strategies identified in Maine’s 10-year economic development strategic plan; Prioritizes supports for disadvantaged students, students with disabilities, and individuals such as new Mainers; Black, Indigenous, and people of color; low-income students; and unemployed workers; Demonstrates likelihood of supporting the advancement of students and workers to achieve higher paying jobs in Maine.*

-
- *Expanding current project*
- *Supports for disadvantaged populations*
- *Access and Affordability*
- *Early College*

Connected to Thomas College programs and helping students get back to college

- *Needs aligned with college access post covid*
-

2. *Project Narrative*

- *Connected need to the RFA requirements*
-
-

3. *Key Personnel*

- *5 part-time staff detailed work.*
-

III. Criteria 3: Outcomes and Evaluation

1. *Articulates intended outcomes, provides evidence base for proposed use(s); and*

- *85 students supported*
-

2. *Has a reasonable and detailed plan to evaluate the program*

- *Has data collection on enrollment, retention, and graduation*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: Thomas College

DATE: June 29, 2022

EVALUATOR NAME: Donna Tiner

EVALUATOR DEPARTMENT: Department of Education

IV. Criteria 4: Budget

1. Budget Narrative & Budget Forms

- *Detailed spending articulated*

2. Sustainability

- *College will pay for staff after grant... what is the plan?*

This application is paying for tuition to get students into college and on the path to training.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: UNE – Proposal 1 (Future Teachers From Maine)

DATE: June 30, 2022

EVALUATOR NAME: Donna Tiner

EVALUATOR DEPARTMENT: Department of Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFA) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFA Coordinator or Lead Evaluator for this RFA.*

Individual Evaluator Comments:

I. Criteria 1: Eligibility and Allowable Uses

A private college or private university in Maine; or The Maine Maritime Academy	Yes
Develops/expands programs or credentials addressing priority workforce needs identified in the Maine Jobs Plan in one of the specified industries	Yes
Attests to following the requirements as outlined in the Sample Subaward Agreement.	Yes

II. Criteria 2: Proposal

1. *Addresses critical needs in Maine’s economy and workforce by advancing strategies identified in Maine’s 10-year economic development strategic plan; Prioritizes supports for disadvantaged students, students with disabilities, and individuals such as new Mainers; Black, Indigenous, and people of color; low-income students; and unemployed workers; Demonstrates likelihood of supporting the advancement of students and workers to achieve higher paying jobs in Maine.*
 - *Increase the number of Maine teachers*
2. *Needs Assessment*
 -
 - Cited studies
 - COVID impact based on national poll indicating a decrease in teachers due to COVID
3. *Project Narrative*
 - Expand the offering of a compressed teacher training program
 - 3 year degree will include summer courses
 - Increase teachers by 20-25 each year
 - Recruitment will follow current practice with an extra emphasis of targeting underserved populations... not specific to how to recruit specific populations
4. *Key Personnel*
 - Identified with role description
 - Funds are to pay for summer camp for high school students that is credit bearing and encourages enrollment in teacher program
 -

III. Criteria 3: Outcomes and Evaluation

1. *Articulates intended outcomes, provides evidence base for proposed use(s); and*
 - Increase students by 25 each year
 -
2. *Has a reasonable and detailed plan to evaluate the program*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: UNE – Proposal 1 (Future Teachers From Maine)

DATE: June 30, 2022

EVALUATOR NAME: Donna Tiner

EVALUATOR DEPARTMENT: Department of Education

- *Evaluation will be surveys and tracking summer camp students*
- *Measure of success is only 20-25 students in teaching program*
- *Doesn't clearly define if direct summer camp connection to increase will be determined.*

•

IV. *Criteria 4: Budget*

1. *Budget Narrative & Budget Forms*

- *Costs are for summer camp staff*
- *Student mentoring for enrollees*
- *Recruitment costs*
- *Half of costs going to pay for credits earned by participating summer camp attendees.*

2. *Sustainability*

- *Seek additional funding*
- *Scale back and make the program non credit bearing, shorter duration, find non salaried admin and mentoring support*

*Does create a pathway to education training program which in turn may produce more teachers...
not sure it 100% meets the RFA*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: UNE – Proposal 2 (Medical Professionals)

DATE: June 30, 2022

EVALUATOR NAME: Donna Tiner

EVALUATOR DEPARTMENT: Department of Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFA) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFA Coordinator or Lead Evaluator for this RFA.*

Individual Evaluator Comments:

I. Criteria 1: Eligibility and Allowable Uses

A private college or private university in Maine; or The Maine Maritime Academy	Yes
Develops/expands programs or credentials addressing priority workforce needs identified in the Maine Jobs Plan in one of the specified industries	Yes
Attests to following the requirements as outlined in the Sample Subaward Agreement.	Yes

II. Criteria 2: Proposal

1. *Addresses critical needs in Maine’s economy and workforce by advancing strategies identified in Maine’s 10-year economic development strategic plan; Prioritizes supports for disadvantaged students, students with disabilities, and individuals such as new Mainers; Black, Indigenous, and people of color; low-income students; and unemployed workers; Demonstrates likelihood of supporting the advancement of students and workers to achieve higher paying jobs in Maine.*

- *Increase College of osteopathic Med by 25 students each year (physician shortage) 15% increase*
- *Uses virtual healthcare to help rural Maine*
-

2. *Needs Assessment*

-
- *Cited studies*
- *Retiring physicians will cause an extreme shortage if more are not trained*
-

3. *Project Narrative*

- *Expansion of space needed to accommodate more students*
- *Recruitment will follow current practice which includes information going out to underserved populations.*
- *Continued use of virtual interviews for college admission*

4. *Key Personnel*

- *Identified with role description*
-

III. Criteria 3: Outcomes and Evaluation

1. *Articulates intended outcomes, provides evidence base for proposed use(s); and*

- *Increase students by 25 each year*
-

2. *Has a reasonable and detailed plan to evaluate the program*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: UNE – Proposal 2 (Medical Professionals)

DATE: June 30, 2022

EVALUATOR NAME: Donna Tiner

EVALUATOR DEPARTMENT: Department of Education

- *Evaluation will follow current practice with methods in place to track success and placement of students*
- *Is success only to increase or to place a percent of the increase into workforce?*
-

IV. Criteria 4: Budget

1. Budget Narrative & Budget Forms

- *Funds are a portion of a \$90+ million project*
- *These needs include: network infrastructure, including IP Phones, etc., audiovisual equipment for classrooms/group rooms, meeting rooms, offices, display boards, etc., audiovisual for specialty areas, such as standardized patient, OMM, and donor labs. The equipment will be purchased in advance of installation and installed when the construction of new and the renovation of the existing structure is complete in late spring 2024.*

2. Sustainability

- *Sustained through annual operating and capital budgets*

Does paying a portion of a current project meet RFA?

Is this supplanting?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: Husson University

DATE: 6.27.22

EVALUATOR NAME: Erica Carley Harris

EVALUATOR DEPARTMENT: Department of Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFA) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFA Coordinator or Lead Evaluator for this RFA.*

Individual Evaluator Comments:

I. Criteria 1: Eligibility and Allowable Uses

A private college or private university in Maine; or The Maine Maritime Academy	yes
Develops/expands programs or credentials addressing priority workforce needs identified in the Maine Jobs Plan in one of the specified industries	yes
Attests to following the requirements as outlined in the Sample Subaward Agreement.	yes

II. Criteria 2: Proposal

1. *Addresses critical needs in Maine’s economy and workforce by advancing strategies identified in Maine’s 10-year economic development strategic plan; Prioritizes supports for disadvantaged students, students with disabilities, and individuals such as new Mainers; Black, Indigenous, and people of color; low-income students; and unemployed workers; Demonstrates likelihood of supporting the advancement of students and workers to achieve higher paying jobs in Maine.*

- Accelerated nursing program – decreases time spent in training, lowers cost barriers for nontraditional students. Year-round program
- Eases the pressure for clinical hours – up to 50% of hours through simulation
- Husson serves disadvantaged students – 48% Pell-eligible, many in rural areas
- TEAS test to evaluate needs, Eagle Soar Advising program

2. *Needs Assessment*

- Note that RN is both high-demand for learners and from employers
- High job placement rate for graduates, and relatively high salary
- Addresses the state’s changing demographics (focused on older adults)
-

3. *Project Narrative*

- Creates a new, shortened pathway to BSN
- 25 pax/year
- Use of funding:
 1. Hire 2 FTE nursing fac
 2. Convert 4 FTEs to year round positions
 3. Hire one simulation coord and one simulation specialist
 4. Hire 1 student success advisor
- Could be completed by traditional first-year students, or those who have some vocational training already
- Partner with HC institutions for clinicals and support students with employment opps

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: Husson University

DATE: 6.27.22

EVALUATOR NAME: Erica Carley Harris

EVALUATOR DEPARTMENT: Department of Education

- Recruitment/Enrollment:
 1. Target HS students and CC
 2. Early college access program – allows students to enter with up to 21 credits
 3. Several other partnerships – Upward Bound, Trio, Norther Light, etc.
 - 4. *Key Personnel*
 - Leadership buy-in – Chief Nurse Administrator and Dean-level leadership
 -
- III. *Criteria 3: Outcomes and Evaluation*
1. *Articulates intended outcomes, provides evidence base for proposed use(s); and*
 - Graduate more nurses, in less time
 - Increase BSN degrees by 25
 - Simulation experiences for 30% of their clinical time
 - 75% will have entered workforce as RNs (seems a little low?)
 2. *Has a reasonable and detailed plan to evaluate the program*
 - Robust evaluation plan, with timing on collecting, graduation data
 - Ask for hiring data post-grad? (covered in point 3)
 1. Nursing boards data – assess scores and credentials
 - Simulation – asses skills, compared against other cohorts
- IV. *Criteria 4: Budget*
1. *Budget Narrative & Budget Forms*
 - Most of the budget is going directly to personnel to set up the program
 - Where does tuition fit in to this
 - Includes \$125K for scholarships
 2. *Sustainability*
 - This section felt weakest to me. Counts on matriculating additional students each year, and for tuition and fees to provide for sustainability
 - Would have liked to have seen more of a breakdown of the additional tuition/fees and how that will cover the additional staffing.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: Maine Maritime Academy

DATE: 6.29.22

EVALUATOR NAME: Erica Carley Harris

EVALUATOR DEPARTMENT: Department of Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFA) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during **team** consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFA Coordinator or Lead Evaluator for this RFA.*

Individual Evaluator Comments:

I. Criteria 1: Eligibility and Allowable Uses

A private college or private university in Maine; or The Maine Maritime Academy	yes
Develops/expands programs or credentials addressing priority workforce needs identified in the Maine Jobs Plan in one of the specified industries	yes
Attests to following the requirements as outlined in the Sample Subaward Agreement.	yes

II. Criteria 2: Proposal

1. *Addresses critical needs in Maine’s economy and workforce by advancing strategies identified in Maine’s 10-year economic development strategic plan; Prioritizes supports for disadvantaged students, students with disabilities, and individuals such as new Mainers; Black, Indigenous, and people of color; low-income students; and unemployed workers; Demonstrates likelihood of supporting the advancement of students and workers to achieve higher paying jobs in Maine.*

- Creates a new Smart Vessel Program, an area of developing technology important in mariner training
- Industry partnership with SailPlan – become leading training center skilled in smart vessels/shore control center

2. *Needs Assessment*

- Smart technology integration – deliver on value to economies
- Major disruption to maritime sector
- Retain and attract talent in the maritime workforce – reduced crewing and locating personnel onshore
- Possible benefits for Maine’s ferry system
- Enhanced safety
-

3. *Project Narrative*

- 70 new students
 1. Recruiting integrated into existing channels
 2. Offered as a minor to MMA students
-
-

4. *Key Personnel*

- Key personnel all to be hired other than interim director – ask about leadership buy-in?
-

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: Maine Maritime Academy

DATE: 6.29.22

EVALUATOR NAME: Erica Carley Harris

EVALUATOR DEPARTMENT: Department of Education

III. Criteria 3: Outcomes and Evaluation

1. *Articulates intended outcomes, provides evidence base for proposed use(s); and*
 - Establishes a new program, seeks to become a leader for SCC operations (how evaluate?)
 - Ensure buy-in from SailPlan and other proposed partners
 - This section feels a bit weak
 - Initial offering of microcredentials will not be credit bearing?
 - Proposed apprenticeship program – “school-to-work associates program in Ship Production” at BIW
2. *Has a reasonable and detailed plan to evaluate the program*
 -

IV. Criteria 4: Budget

1. *Budget Narrative & Budget Forms*
 - 2 FTE instructors
 - Supplies/materials – includes server, Sensor Suite
 - Technology Access
 - Total request - \$187K
 1. Should we ask what they could do for more?
2. *Sustainability*
 - *Path to official microcredential*
 - Doesn't show how the costs will be covered for instructors? Planning based on addition of 70+ pax?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: Northeastern University

DATE: 6.29.22

EVALUATOR NAME: Erica Carley Harris

EVALUATOR DEPARTMENT: Department of Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFA) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFA Coordinator or Lead Evaluator for this RFA.*

Individual Evaluator Comments:

I. Criteria 1: Eligibility and Allowable Uses

A private college or private university in Maine; or The Maine Maritime Academy	Yes
Develops/expands programs or credentials addressing priority workforce needs identified in the Maine Jobs Plan in one of the specified industries	Yes
Attests to following the requirements as outlined in the Sample Subaward Agreement.	Yes

II. Criteria 2: Proposal

1. *Addresses critical needs in Maine’s economy and workforce by advancing strategies identified in Maine’s 10-year economic development strategic plan; Prioritizes supports for disadvantaged students, students with disabilities, and individuals such as new Mainers; Black, Indigenous, and people of color; low-income students; and unemployed workers; Demonstrates likelihood of supporting the advancement of students and workers to achieve higher paying jobs in Maine.*
 - \$2mm total funding
 - All industries selected?
 - Experiential learning program in data analytics
 1. Target underrepresented pops
 2. 65 pax
 3. 12 month program
 4. Can be used towards NEU BS Analytics or MPS Analytics
 - Supported with dedicated academic advising
2. *Needs Assessment*
 - Quotes from MaineHealth, Gorham Savings
 - This seems copy and pasted?
 - Clear examples from impacted industries – some stronger than others. Would have liked to have seen more specific data, feels a bit mushy.
 1. Roux is working with the big name Maine employers who are very well resourced
 - Focus on underprivileged youth, access to high-level math/science (how will this program help?)
3. *Project Narrative*
 - 65 pax (per year?)
 - Synchronous and asynchronous, designed to accommodate working adults
 - Courses “non-credit, minimal homework,” but with access to a pathway to earn academic credit

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: Northeastern University

DATE: 6.29.22

EVALUATOR NAME: Erica Carley Harris

EVALUATOR DEPARTMENT: Department of Education

- Detailed course calendar
 - Does this program already exist in some fashion? How is it different from what's already available?
 - 65 learners in 24 months, at no cost – what is the sustainability???
 1. No homework and no cost – where is the skin in the game for the learners?
 - 4. *Key Personnel*
 - Leadership level
 -
- III. *Criteria 3: Outcomes and Evaluation*
1. *Articulates intended outcomes, provides evidence base for proposed use(s); and*
 - 65 learners earned an NEU level 2 credential
 - How valuable is that credential? Will they be helped with job placement?
 -
 2. *Has a reasonable and detailed plan to evaluate the program*
 - Most costs go to personnel and scholarships
- IV. *Criteria 4: Budget*
1. *Budget Narrative & Budget Forms*
 - Seems fine
 2. *Sustainability*
 - There's not much here. They plan to ask the state for another round of funding...
- V.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: Thomas College

DATE: 6.30.22

EVALUATOR NAME: Erica Carley Harris

EVALUATOR DEPARTMENT: Department of Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFA) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFA Coordinator or Lead Evaluator for this RFA.*

Individual Evaluator Comments:

I. Criteria 1: Eligibility and Allowable Uses

A private college or private university in Maine; or The Maine Maritime Academy	yes
Develops/expands programs or credentials addressing priority workforce needs identified in the Maine Jobs Plan in one of the specified industries	yes
Attests to following the requirements as outlined in the Sample Subaward Agreement.	yes

II. Criteria 2: Proposal

1. *Addresses critical needs in Maine’s economy and workforce by advancing strategies identified in Maine’s 10-year economic development strategic plan; Prioritizes supports for disadvantaged students, students with disabilities, and individuals such as new Mainers; Black, Indigenous, and people of color; low-income students; and unemployed workers; Demonstrates likelihood of supporting the advancement of students and workers to achieve higher paying jobs in Maine.*
 - Reignite Maine – develop talent for ME wf and increase Pell-eligible credentials
 - Focused recruitment/marketing
 - “Grow local talent”:
 1. Prioritizes support for disadvantaged students
 - Rural-serving institution, 45% Pell-eligible, #1 in the state for social mobility, 73% of grad stay in Maine
 - Funding to bolster recruitment, support toward completion, connect to specific sectors
2. *Needs Assessment*
 - Decrease in first generation students through pandemic
 - Success with supportive community and personalized approach
 - Need for additional direct aid – “last-gap funding”
 - Dual-enrollment for HS students, programs dropped of significantly
 1. Create office of Early College Access to expand access to disadvantaged populations
3. *Project Narrative*
 - Expand existing programs to increase access to 1st gen and low-income
 - Fill in last-gap funding, includes room and board, laptops
 - Targeting education, IT and HC programs
 - 85 pax
 - How is this different from what the colleges are already doing?
4. *Key Personnel*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: Thomas College

DATE: 6.30.22

EVALUATOR NAME: Erica Carley Harris

EVALUATOR DEPARTMENT: Department of Education

- 5 FTEs, 4 already hired
- Reignite Maine Project Director and SVP for Student Success
- How will the outcome be different based on MJRP funding?

III. Criteria 3: Outcomes and Evaluation

1. *Articulates intended outcomes, provides evidence base for proposed use(s); and*
 - Benchmarks – academic standing, FY retention, persistence (progress toward graduation)
 - Utilizing existing structures for support services, expanding recruitment/enrollment activities
 - Early college access – 500 pax currently, earn TC credit at no cost
 - Partnership with JMG
 - Early Start program – come to TC 11 days before fall term
 - Plans to increase the enrollment – early admission for early college pax
 - Program-specific – qualify based on industry alignment. Will this increase enrollment of pax who aren't interested in those field?
2. *Has a reasonable and detailed plan to evaluate the program*
 - Benchmarks – academic standing, FY retention, persistence (progress toward graduation)
 - Detailed metrics, evidence-based success measures
 - Very detailed evaluation timeline with staffing assignments

IV. Criteria 4: Budget

1. *Budget Narrative & Budget Forms*
 - Total request \$2mm, with \$2.6mm in matching funds
 - Lots of \$\$ in tuition assistance, personnel

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: Thomas College

DATE: 6.30.22

EVALUATOR NAME: Erica Carley Harris

EVALUATOR DEPARTMENT: Department of Education

- Fuel/commuting costs
2. *Sustainability*
- Will sustain the staffing beyond the term of the grant
 - Would like to see a more detailed plan about continuation – if they're able to do it on their own, why do they need MJRP funds?
 - Depends on increased demand/revenue streams

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: UNE – Proposal 1 (FTFM)

DATE: 6.27.22

EVALUATOR NAME: Erica Carley Harris

EVALUATOR DEPARTMENT: Department of Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFA) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFA Coordinator or Lead Evaluator for this RFA.*

Individual Evaluator Comments:

I. Criteria 1: Eligibility and Allowable Uses

A private college or private university in Maine; or The Maine Maritime Academy	Yes
Develops/expands programs or credentials addressing priority workforce needs identified in the Maine Jobs Plan in one of the specified industries	yes
Attests to following the requirements as outlined in the Sample Subaward Agreement.	yes

II. Criteria 2: Proposal

1. *Addresses critical needs in Maine’s economy and workforce by advancing strategies identified in Maine’s 10-year economic development strategic plan; Prioritizes supports for disadvantaged students, students with disabilities, and individuals such as new Mainers; Black, Indigenous, and people of color; low-income students; and unemployed workers; Demonstrates likelihood of supporting the advancement of students and workers to achieve higher paying jobs in Maine.*
 - Recruit HS students from underrepresented populations
 - Through:
 1. Summer session for HS students
 2. Recruiting
 3. Peer mentors for college application process
 - Recruit and support 20-25 HS students (potential for up to 25 additional students) – this seems like not enough given the funding request.
 - 20-25 per year? How many years?
2. *Needs Assessment*
 - Major attrition from teaching, especially in rural areas
 - “Grow your own” approach to recruiting – supports long-term goals
 - Covid impact on retention
3. *Project Narrative*
 - Large focus on recruitment – in diverse areas, rural areas, connect with voc tech schools
 - First gen students targeted – needs more details?
 - Does UNE have existing connections with high schools? Have they run programs for HS students before?
 - It’s an interesting model, but I feel it’s lacking in the long-term success metrics and outcome follow up – how many pax
 - Also would have liked to have seen a more ambitious target for future enrollment once the program gets off the ground (20-25 per year? Or over 2 years? Doesn’t

STATE OF MAINE INDIVIDUAL EVALUATION NOTES

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: UNE – Proposal 1 (FTFM)

DATE: 6.27.22

EVALUATOR NAME: Erica Carley Harris

EVALUATOR DEPARTMENT: Department of Education

seem like enough to warrant the investment. Maybe we suggest a higher award amount?

1. On UNE website, I found pipeline programs for rural HC – can we see data on the success of those programs in getting kids into HC careers?

•

4. *Key Personnel*

- Camp Director – new hire
- Program director – duties include recruitment and “strategic follow up”
- Education Department Chair and a teaching professor – would have liked to see more leadership buy-in

III. *Criteria 3: Outcomes and Evaluation*

1. *Articulates intended outcomes, provides evidence base for proposed use(s); and*

- For outcomes – mostly learning outcomes, exposure, such as “life on a college campus.”

2. *Has a reasonable and detailed plan to evaluate the program*

IV. *Evaluation:*

1. This feels a little weak – I’d like to see longer-term follow up, need 5+ years to follow them through university, see if they end up being teachers.
2. Needs a better way to assess if the goals of increasing teachers are met.
3. Self-reporting isn’t the best

•

V. *Criteria 4: Budget*

1. *Budget Narrative & Budget Forms*

- Most of the costs go into providing the free training – costs seem reasonable
- Personnel
- Total cost is \$163K
- Will campers need transportation to get to UNE?

2. *Sustainability*

- Sustainability is to seek private funding
- Personnel costs include looking at future funding, connecting to other supports
- Covers a lot of start up costs
- ECH editorial – running a program for HS students takes more time than you think. Does UNE have examples of other programs working like this?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: UNE – Proposal 2 (Medical Professionals)

DATE: 6.29.22

EVALUATOR NAME: Erica Carley Harris

EVALUATOR DEPARTMENT: Department of Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFA) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFA Coordinator or Lead Evaluator for this RFA.*

Individual Evaluator Comments:

I. Criteria 1: Eligibility and Allowable Uses

A private college or private university in Maine; or The Maine Maritime Academy	yes
Develops/expands programs or credentials addressing priority workforce needs identified in the Maine Jobs Plan in one of the specified industries	yes
Attests to following the requirements as outlined in the Sample Subaward Agreement.	yes

II. Criteria 2: Proposal

1. *Addresses critical needs in Maine’s economy and workforce by advancing strategies identified in Maine’s 10-year economic development strategic plan; Prioritizes supports for disadvantaged students, students with disabilities, and individuals such as new Mainers; Black, Indigenous, and people of color; low-income students; and unemployed workers; Demonstrates likelihood of supporting the advancement of students and workers to achieve higher paying jobs in Maine.*

- UNE constructing new facilities for their DO program on the Portland campus – increase class size from 175 to 200, helping with physician workforce shortage
- Build out IT infrastructure – telehealth, AI
- High pay – average \$200K/year for physicians
-

2. *Needs Assessment*

- Increased need for physicians – 120 PCPs by 2030
 1. Q on residency placements – can the state accommodate?
- MaineCare expansion – incr need for PCPs
-

3. *Project Narrative*

- UNE is constructing a 113K sf building on the Portland campus
- Standardized patient lab
- Focus on telehealth
- Recruitment:
 1. Underrepresented, 1st gen, new Mainers, veterans
 2. CBO partnerships
 3. Virtual interviews
- 14 new FTE positions

4. *Key Personnel*

- Dean-level leadership
-

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: UNE – Proposal 2 (Medical Professionals)

DATE: 6.29.22

EVALUATOR NAME: Erica Carley Harris

EVALUATOR DEPARTMENT: Department of Education

III. Criteria 3: Outcomes and Evaluation

1. Articulates intended outcomes, provides evidence base for proposed use(s); and

- Increase med school class by 25/year
- Ability to coordinate rotations (how measure?)
- 15 rural community health center cites (pre-pandemic)
 - Hopes to go back to that and expand

2. Has a reasonable and detailed plan to evaluate the program

- Track students through completion of studies/residency
- Alumni office

IV. Criteria 4: Budget

1. Budget Narrative & Budget Forms

- Total requested of \$2mm, of the total \$90mm plan
 - 1. Significant private fundraising, appropriation from Sen. Collins
- \$1.5mm in staffing (salary/benefits)
- What will the state's \$2mm go towards? Supplies? Lab equipment/furnishings?
 - 1. Can we name something?

2. Sustainability

- Please provide more details on what the \$2mm of state funding would be used for, and how that will enhance UNE's long-term sustainability of the DO program.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: Husson University

DATE: 6/28/2022

EVALUATOR NAME: Joseph L. Niesen

EVALUATOR DEPARTMENT: Department of Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFA) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFA Coordinator or Lead Evaluator for this RFA.*

Individual Evaluator Comments:

I. Criteria 1: Eligibility and Allowable Uses

A private college or private university in Maine; or The Maine Maritime Academy	Yes
Develops/expands programs or credentials addressing priority workforce needs identified in the Maine Jobs Plan in one of the specified industries	Yes
Attests to following the requirements as outlined in the Sample Subaward Agreement.	Yes

II. Criteria 2: Proposal

1. *Addresses critical needs in Maine’s economy and workforce by advancing strategies identified in Maine’s 10-year economic development strategic plan; Prioritizes supports for disadvantaged students, students with disabilities, and individuals such as new Mainers; Black, Indigenous, and people of color; low-income students; and unemployed workers; Demonstrates likelihood of supporting the advancement of students and workers to achieve higher paying jobs in Maine.*

- **NEGATIVE:** While the program meets the requirement of addressing one of the industries impacted and identified in the RFA, The stated alignments with the Economic Development Plan are weak. There are areas of the plan that would meet this requirement outside the ones listed in the proposal, but the current way that it is written does not show a true understanding of how the program relates to the objectives.
- Though not specifically required, there does not appear to be any focus on outreach targeted to new Mainers.
- **QUESTION:** The proposal does not address how graduates from the program would be enticed to remain in the State after graduation. What are the incentives for students to stay in Maine following completion of the program?

2. *Needs Assessment*

- The proposal does a good job of demonstrating the need for increases in the number of available nurses and healthcare workers across the State. It identifies target populations for the program and how the program will work to mitigate the need for additional, qualified healthcare workers.

3. *Project Narrative*

- The need for the additional staff is unclear. Eleven FTE positions are requested to support a nursing cohort of 25 students per cycle.
- **QUESTION:** Is there any research pointing to the effectiveness of simulated experiences vs. real world? Are there any other benefits to increased simulated nursing experiences in lieu of traditional training methods? Are there increased

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: Husson University

DATE: 6/28/2022

EVALUATOR NAME: Joseph L. Niesen

EVALUATOR DEPARTMENT: Department of Education

requirements or expenses for the students? How will the effectiveness of this program be measured?

- QUESTION: What is the *Eagle Soar* program? Are there fees associated with the program? Similarly, are there fees associated with the TEAS exam that is to be required of program participants?

4. *Key Personnel*

-
-

III. *Criteria 3: Outcomes and Evaluation*

1. *Articulates intended outcomes, provides evidence base for proposed use(s); and*

- Outcomes are clearly identified and presented as measurable goals.
- It is not apparent how the increased amount of simulated experience training will enhance student experience, retention, or recruiting.

2. *Has a reasonable and detailed plan to evaluate the program*

- Marketing material is not a relevant dataset for the success of this program.
- Benchmark figures are presented, but not the expected increase.
- Terminology is often misused making the intent of the measures unclear.

IV. *Criteria 4: Budget*

1. *Budget Narrative & Budget Forms*

- QUESTION: Is it appropriate that 80% of the requested funds go towards faculty and staff and only 20% goes to the actual program?
- QUESTION: The \$125,000 set aside for scholarships only provides funding for 15 \$5,000 scholarships. Is this adequate coverage for the multiple cohorts identified for this program?

2. *Sustainability*

- QUESTION: What is the sustainability plan for this program? Where will future funds come from once the “seed” money is expended?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: Maine Maritime Academy

DATE: 6/28/2022

EVALUATOR NAME: Joseph L. Niesen

EVALUATOR DEPARTMENT: Department of Economic and Community Development

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFA) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during **team** consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFA Coordinator or Lead Evaluator for this RFA.*

Individual Evaluator Comments:

I. Criteria 1: Eligibility and Allowable Uses

A private college or private university in Maine; or The Maine Maritime Academy	Yes
Develops/expands programs or credentials addressing priority workforce needs identified in the Maine Jobs Plan in one of the specified industries	No
Attests to following the requirements as outlined in the Sample Subaward Agreement.	Yes

II. Criteria 2: Proposal

1. *Addresses critical needs in Maine's economy and workforce by advancing strategies identified in Maine's 10-year economic development strategic plan; Prioritizes supports for disadvantaged students, students with disabilities, and individuals such as new Mainers; Black, Indigenous, and people of color; low-income students; and unemployed workers; Demonstrates likelihood of supporting the advancement of students and workers to achieve higher paying jobs in Maine.*
 - Proposal impacted industries as Information, Manufacturing, and Clean Energy. The program identified in the proposal does not pertain to any of these specific industries as defined in the RFA.
 -
 -
2. *Needs Assessment*
 - The proposal deals with an expected demand that is not yet realized in the state and would include significant R&D.
 - While it is clear from the proposal that there is a need to enhance existing maritime training and recruit and retain a new workforce to replace one that is rapidly aging out of the field, it does not appear to be in the scope of this RFA.
 -
3. *Project Narrative*
 - Narrative describes the intended program, but it does not adequately connect the program to the intent for this grant.
 - Program Design section appears to be missing or incomplete to include additional faculty, benchmarks or standards.
 -
4. *Key Personnel*
 -
 -

III. Criteria 3: Outcomes and Evaluation

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: Maine Maritime Academy

DATE: 6/28/2022

EVALUATOR NAME: Joseph L. Niesen

EVALUATOR DEPARTMENT: Department of Economic and Community Development

1. *Articulates intended outcomes, provides evidence base for proposed use(s); and*
 - Intended outcomes are too general and vague. It is unclear how the outcomes will be measured and how the outcomes will be used to inform the sustainment of the project.
 -
 2. *Has a reasonable and detailed plan to evaluate the program*
 - The evaluation criteria does not tie to the specific outcomes that were identified. It is unclear how the collected data will be used to inform the program.
- IV. *Criteria 4: Budget*
1. *Budget Narrative & Budget Forms*
 - Are noninstructional costs indirect costs?
 2. *Sustainability*
 - The sustainability portion does not adequately address how the program will be funded and staffed once the funding is expended.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: Northeastern University

DATE: 6/29/2022

EVALUATOR NAME: Joseph L. Niesen

EVALUATOR DEPARTMENT: Department of Economic and Community Development

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFA) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFA Coordinator or Lead Evaluator for this RFA.*

Individual Evaluator Comments:

I. Criteria 1: Eligibility and Allowable Uses

A private college or private university in Maine; or The Maine Maritime Academy	Yes
Develops/expands programs or credentials addressing priority workforce needs identified in the Maine Jobs Plan in one of the specified industries	Yes
Attests to following the requirements as outlined in the Sample Subaward Agreement.	Yes

II. Criteria 2: Proposal

1. *Addresses critical needs in Maine's economy and workforce by advancing strategies identified in Maine's 10-year economic development strategic plan; Prioritizes supports for disadvantaged students, students with disabilities, and individuals such as new Mainers; Black, Indigenous, and people of color; low-income students; and unemployed workers; Demonstrates likelihood of supporting the advancement of students and workers to achieve higher paying jobs in Maine.*
 - QUESTION: Who are the sixty-five qualified professionals? How will they be selected, what are the criteria? It is stated that this program will target learners from historically under-represented populations across the state, but I do not have a good feel for how these recipients will be selected or prioritized.
 - QUESTION: What is a Level 2 credential from Northeastern University? The proposal states that the program will be not for credit but can be rolled into future programs. Will these programs be eligible for professional certification credits like CPEs, PDUs, CEUs, etc? What is the incentive for professionals to apply for this program?
 -
2. *Needs Assessment*
 - POSITIVE: The use of quotes from leaders at major Maine employers lends a degree of credence to the claimed need.
 - Data analytics, while not specifically mentioned in the economic development strategy, is an enabling skill that transcends specific industries. The skills being taught in these courses address needs that extend across industries and prepare students to compete in data driven business environments.
 -
3. *Project Narrative*
 - POSITIVE: Courses are designed and scheduled to provide maximum opportunities to populations traditionally underserved by standard educational schedules and offerings.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: Northeastern University

DATE: 6/29/2022

EVALUATOR NAME: Joseph L. Niesen

EVALUATOR DEPARTMENT: Department of Economic and Community Development

- QUESTION: Is the Experiential Learning course intended to be a form of internship, or is it designed to allow students to use personal experience to craft the direction of the instruction being offered.
- QUESTION: What is the targeted student demographic? It mentions professionals and high school recruitment which have constituents of vastly different levels of experience.

4. *Key Personnel*

- QUESTION: What will be the make up of the assigned faculty?
-

III. *Criteria 3: Outcomes and Evaluation*

1. *Articulates intended outcomes, provides evidence base for proposed use(s); and*

- Project needs to articulate how the skills being taught will be evaluated during and following the completion of the program.
- Project needs to clearly show the value of a Northeastern University Level 2 Credential.

2. *Has a reasonable and detailed plan to evaluate the program*

- Project should identify quantifiable measures that will be used to assess the success of the program.

IV. *Criteria 4: Budget*

1. *Budget Narrative & Budget Forms*

- If the intent is to offer these items outside the Portland campus, the proposal need to show more clearly how this will be addressed. Instead of hoping to generate interest from students in Northern Maine, it would be better if Northeastern University would focus on how it intends to mitigate the challenge of getting interest from regional students.

2. *Sustainability*

- The sustainability of the program is vague.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: Thomas College

DATE: 6/29/2022

EVALUATOR NAME: Joseph L. Niesen

EVALUATOR DEPARTMENT: Department of Economic and Community Development

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFA) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFA Coordinator or Lead Evaluator for this RFA.*

Individual Evaluator Comments:

I. Criteria 1: Eligibility and Allowable Uses

A private college or private university in Maine; or The Maine Maritime Academy	Yes
Develops/expands programs or credentials addressing priority workforce needs identified in the Maine Jobs Plan in one of the specified industries	Yes
Attests to following the requirements as outlined in the Sample Subaward Agreement.	Yes

II. Criteria 2: Proposal

1. *Addresses critical needs in Maine’s economy and workforce by advancing strategies identified in Maine’s 10-year economic development strategic plan; Prioritizes supports for disadvantaged students, students with disabilities, and individuals such as new Mainers; Black, Indigenous, and people of color; low-income students; and unemployed workers; Demonstrates likelihood of supporting the advancement of students and workers to achieve higher paying jobs in Maine.*
 - Program meets all of the requirements described in the RFA.
 -
 -
2. *Needs Assessment*
 - Need is clearly identified and tied to the intent of both the RFA and the Maine Economic Development Strategy.
 -
 -
3. *Project Narrative*
 - Narrative clearly addresses how the program is intended to work, how the target population will be identified and how funds will be spent.
 -
 -
4. *Key Personnel*
 -
 -

III. Criteria 3: Outcomes and Evaluation

1. *Articulates intended outcomes, provides evidence base for proposed use(s); and*
 - Proposal clearly identifies the intended outcomes and how the goals of the program align to the Economic Development Strategy.
 - Proposal describes evidence-based approach to program evaluation.
2. *Has a reasonable and detailed plan to evaluate the program*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: Thomas College

DATE: 6/29/2022

EVALUATOR NAME: Joseph L. Niesen

EVALUATOR DEPARTMENT: Department of Economic and Community Development

- Detailed and proven evaluation process is identified.

IV. Criteria 4: Budget

1. Budget Narrative & Budget Forms

- Budget and narrative are in alignment and clearly show how and where funds will be used to meet the intent of the program. Narrative also addresses applicant's intent to provide matching funds in excess of the amount requested from the grant program.

2. Sustainability

- Proposal is to expand the offerings of an existing plan. As the expansion addresses critical shortage fields in the state and the needs of historically underrepresented students, it is clear that this program will be sustained following the period funded by this grant.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: UNE – Proposal 1 (Future Teachers From Maine)

DATE: 6/29/2022

EVALUATOR NAME: Joseph L. Niesen

EVALUATOR DEPARTMENT: Department of Economic and Community Development

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFA) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFA Coordinator or Lead Evaluator for this RFA.*

Individual Evaluator Comments:

I. Criteria 1: Eligibility and Allowable Uses

A private college or private university in Maine; or The Maine Maritime Academy	Yes
Develops/expands programs or credentials addressing priority workforce needs identified in the Maine Jobs Plan in one of the specified industries	Yes
Attests to following the requirements as outlined in the Sample Subaward Agreement.	Yes

II. Criteria 2: Proposal

1. *Addresses critical needs in Maine’s economy and workforce by advancing strategies identified in Maine’s 10-year economic development strategic plan; Prioritizes supports for disadvantaged students, students with disabilities, and individuals such as new Mainers; Black, Indigenous, and people of color; low-income students; and unemployed workers; Demonstrates likelihood of supporting the advancement of students and workers to achieve higher paying jobs in Maine.*
 - Clearly aligned to needs specified in section A5 of the Economic Development Strategy.
 - Proposal seeks to mitigate the risk first in generation, underserved, rural or other disadvantaged regions will fail to complete higher education.
 - Proposed program is expected to increase secondary education retention rates and subsequent employment for educators in poor and underserved regions of the State by creating a link between the population of the town and the students who complete the program.
2. *Needs Assessment*
 - Proposal clearly demonstrates the need that will be addressed by the program.
 -
3. *Project Narrative*
 - QUESTION: What will the selection criteria be for choosing participants? What is the process for selecting student mentors and facilitators?
 - QUESTION: Benchmarks for success needs to be more exact than “a number of indicators of success.” What are the indicators?”
4. *Key Personnel*
 - Key personnel section does not include the teaching faculty or hierarchy for student workers.

III. Criteria 3: Outcomes and Evaluation

1. *Articulates intended outcomes, provides evidence base for proposed use(s); and*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: UNE – Proposal 1 (Future Teachers From Maine)

DATE: 6/29/2022

EVALUATOR NAME: Joseph L. Niesen

EVALUATOR DEPARTMENT: Department of Economic and Community Development

- QUESTION: Q&A Summary Document indicates that program development costs cannot be included in the grant. Is the development of a text book, outlined in outcomes section, an allowable cost?
 - Would like to see goals for students moving into a degree program after completion of the camp.
2. *Has a reasonable and detailed plan to evaluate the program*
 - Evaluation is missing the number of attendees who enroll into teaching programs at the sponsoring school.
- IV. *Criteria 4: Budget*
1. *Budget Narrative & Budget Forms*
 - QUESTION: Is \$4200 cost for one week of instruction reasonable?
 2. *Sustainability*
 -

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: UNE – Proposal 2 (Medical Professionals)

DATE: 6/29/2022

EVALUATOR NAME: Joseph L. Niesen

EVALUATOR DEPARTMENT: Department of Economic and Community Development

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFA) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFA Coordinator or Lead Evaluator for this RFA.*

Individual Evaluator Comments:

I. Criteria 1: Eligibility and Allowable Uses

A private college or private university in Maine; or The Maine Maritime Academy	Yes
Develops/expands programs or credentials addressing priority workforce needs identified in the Maine Jobs Plan in one of the specified industries	Yes
Attests to following the requirements as outlined in the Sample Subaward Agreement.	Yes

II. Criteria 2: Proposal

1. *Addresses critical needs in Maine's economy and workforce by advancing strategies identified in Maine's 10-year economic development strategic plan; Prioritizes supports for disadvantaged students, students with disabilities, and individuals such as new Mainers; Black, Indigenous, and people of color; low-income students; and unemployed workers; Demonstrates likelihood of supporting the advancement of students and workers to achieve higher paying jobs in Maine.*
 - Too much emphasis is given to new campus facility and not enough to this program. The broad nature of the narrative makes it difficult to piece out the key criteria that are specific to this program.
2. *Needs Assessment*
 - Proposed need is evident, but not clearly quantified in the Needs portion of the document.
 - QUESTION: What is the current patient to provider ratio in the State and how will this program reduce that gap?
 - QUESTION: How will the program address rural and regional provider deficiencies?
3. *Project Narrative*
 - QUESTION: What will the selection criteria be for choosing participants?
 - Benchmarks for progress are too vague. More information on current state vs. post-program state expectations is warranted.
4. *Key Personnel*
 -

III. Criteria 3: Outcomes and Evaluation

1. *Articulates intended outcomes, provides evidence base for proposed use(s); and*
 - QUESTION: What are the specific outcomes of this program?
2. *Has a reasonable and detailed plan to evaluate the program*
 - Need more specifics on what and how data will be collected and used to evaluate the program.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: UNE – Proposal 2 (Medical Professionals)

DATE: 6/29/2022

EVALUATOR NAME: Joseph L. Niesen

EVALUATOR DEPARTMENT: Department of Economic and Community Development

IV. Criteria 4: Budget

1. Budget Narrative & Budget Forms

- **NEGATIVE:** Budget is for entire upgrade, including the cost of a new facility. The budget far exceeds the limits of this program.
- **NEGATIVE:** Breakdown of funding is for larger program and not expressly specific to the identified funds.

2. Sustainability

- **NEGATIVE:** This is not specific to the confines of this individual program.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: Husson University

DATE: 6/27/2022

EVALUATOR NAME: Jennifer Tarr

EVALUATOR DEPARTMENT: Department of Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFA) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFA Coordinator or Lead Evaluator for this RFA.*

Individual Evaluator Comments:

I. Criteria 1: Eligibility and Allowable Uses

A private college or private university in Maine; or The Maine Maritime Academy	Yes
Develops/expands programs or credentials addressing priority workforce needs identified in the Maine Jobs Plan in one of the specified industries	Yes
Attests to following the requirements as outlined in the Sample Subaward Agreement.	Yes, Healthcare and social assistance, Education or public sector

II. Criteria 2: Proposal

1. *Addresses critical needs in Maine’s economy and workforce by advancing strategies identified in Maine’s 10-year economic development strategic plan; Prioritizes supports for disadvantaged students, students with disabilities, and individuals such as new Mainers; Black, Indigenous, and people of color; low-income students; and unemployed workers; Demonstrates likelihood of supporting the advancement of students and workers to achieve higher paying jobs in Maine.*
 - Listed its three goals
 1. Increase BSN degrees by 25
 2. Student engages in simulation experiences for 30 percent of expected clinical time
 3. 75 percent have entered Maine workforce as registered nurses.
 - AdvancedME-RN develop local talent – 3 year program for BSN degree
 - Husson has disadvantaged and marginalized populations as students
2. *Needs Assessment*
 - Allow complete in three years vs 2 years
 - Periodic re-evaluation of enrollment targets and progression/graduation data
 - Partner with healthcare institutions
3. *Project Narrative*
 - Three-year BSN program
 - Year-long program
 - Hire two FTW nursing course teachers
 - Covert two 9-month FTEs to 12 months and two ten-month FTEs to 12 months.
 - Hire one simulation coordinator

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: Husson University

DATE: 6/27/2022

EVALUATOR NAME: Jennifer Tarr

EVALUATOR DEPARTMENT: Department of Education

- Assessment staff member
 - Student success advisor
 - Align curriculum to standards
 - Develop personal and professional leadership skills
 - Active and experiential learning
 - Target highschool students and community college students
 - Evaluate student's need for support
 - Eagle Soar program
 - Strategies to recruit diverse and talented student
 - Early Access program
4. *Key Personnel*
- provided
- III. *Criteria 3: Outcomes and Evaluation*
1. *Articulates intended outcomes, provides evidence base for proposed use(s); and*
 - Same as goals listed in summary
 2. *Has a reasonable and detailed plan to evaluate the program*
 - Lists the data and plan of how will measure the goals
- IV. *Criteria 4: Budget*
1. *Budget Narrative & Budget Forms*
 - \$1,696,127 (most salaries)
 - Includes scholarships
 - marketing
 2. *Sustainability*
 - Self-sustaining as result of increased tuition revenue

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: Maine Maritime Academy

DATE: 6/29/2022

EVALUATOR NAME: Jennifer Tarr

EVALUATOR DEPARTMENT: Department of Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFA) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during **team** consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFA Coordinator or Lead Evaluator for this RFA.*

Individual Evaluator Comments:

I. Criteria 1: Eligibility and Allowable Uses

A private college or private university in Maine; or The Maine Maritime Academy	Pass
Develops/expands programs or credentials addressing priority workforce needs identified in the Maine Jobs Plan in one of the specified industries	Pass
Attests to following the requirements as outlined in the Sample Subaward Agreement.	Pass

II. Criteria 2: Proposal

1. *Addresses critical needs in Maine’s economy and workforce by advancing strategies identified in Maine’s 10-year economic development strategic plan; Prioritizes supports for disadvantaged students, students with disabilities, and individuals such as new Mainers; Black, Indigenous, and people of color; low-income students; and unemployed workers; Demonstrates likelihood of supporting the advancement of students and workers to achieve higher paying jobs in Maine.*

- USCG 100 ton limited license with Smart ship micro credential
- Shift to digitization and use of autonomous vessel technology
- Leverage an on-going partnership with SailPlan
- Center for Professional Mariner Development – training center for preparing mariners with 100T licenses with Shore Control Center skills
- Lists three goals: integrate training with live data; provide SCC and course Navigation Platform; use for other training opportunities

2. *Needs Assessment*

- Enhanced safety; retain and attract talent into maritime workforce
- Prepare sailors for emerging smart ship fleet
- Lists skills that the program will provide

3. *Project Narrative*

- Anticipate 70 new students
- Recruitment will be integrated into MMA existing recruiting channels
- The 100T licensure pathway/apprenticeship will expand access to 2 year and 4 year programs.
- Microcredentials will provide employer validated pathways to jobs and MMA’s 2 and 4 year degrees

4. *Key Personnel*

- List provided

III. Criteria 3: Outcomes and Evaluation

1. *Articulates intended outcomes, provides evidence base for proposed use(s); and*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: Maine Maritime Academy

DATE: 6/29/2022

EVALUATOR NAME: Jennifer Tarr

EVALUATOR DEPARTMENT: Department of Education

- Listed seven outcomes
 - Outcomes did not have measures on them
 - 2. *Has a reasonable and detailed plan to evaluate the program*
 - *Assessment – collect student exit surveys and capstone project 7 week delivery cycle*
- IV. *Criteria 4: Budget*
1. *Budget Narrative & Budget Forms*
 - *187,538 – most in salary*
 2. *Sustainability*
 - *Online credential, employer engagement*
 - *Sounds like program participation will fund program*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: Northeastern University

DATE: June 29, 2022

EVALUATOR NAME: Jennifer Tarr

EVALUATOR DEPARTMENT: Department of Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFA) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFA Coordinator or Lead Evaluator for this RFA.*

Individual Evaluator Comments:

I. Criteria 1: Eligibility and Allowable Uses

A private college or private university in Maine; or The Maine Maritime Academy	Pass
Develops/expands programs or credentials addressing priority workforce needs identified in the Maine Jobs Plan in one of the specified industries	Pass
Attests to following the requirements as outlined in the Sample Subaward Agreement.	Pass

II. Criteria 2: Proposal

1. *Addresses critical needs in Maine’s economy and workforce by advancing strategies identified in Maine’s 10-year economic development strategic plan; Prioritizes supports for disadvantaged students, students with disabilities, and individuals such as new Mainers; Black, Indigenous, and people of color; low-income students; and unemployed workers; Demonstrates likelihood of supporting the advancement of students and workers to achieve higher paying jobs in Maine.*
 - Roux Institute – learning program in data analytics
 - Target historically under-represented populations
 - Generate 65 qualified professional with a Northeastern credential
 - Four-courses over twelve-months – entry level analytics and data focused roles
 - Level 2 credential and qualify to earn stackable academic credit that can be used towards a BS
 - Non-credential level 2 course of student as entry point
2. *Needs Assessment*
 - Maine Future Analytics Leader Development program aligns with MaineHealth goals
 - Data analytics is directly applicable to all targeted industries and have immediate impact
 - Useful for historically underrepresented populations
3. *Project Narrative*
 - 65 learners – rigorous but accessible course of study
 - Once a week for 2 hours, 8 to 12 week sequences
 - Time to make available to working adults
 - Provided list of courses
 - Provided a timeline and base activities – launch date of September 1: will move if funding not yet available
 - Provided list of recruitment activities

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: Northeastern University

DATE: June 29, 2022

EVALUATOR NAME: Jennifer Tarr

EVALUATOR DEPARTMENT: Department of Education

- Housed at Roux institute in Portland and propose to partner with institution in northern maine as well
- 4. *Key Personnel*
 - List provided
- III. *Criteria 3: Outcomes and Evaluation*
 1. *Articulates intended outcomes, provides evidence base for proposed use(s); and*
 - The 65 learners will have earned the credential, engaged in project based experiential with maine employer
 2. *Has a reasonable and detailed plan to evaluate the program*
 - Preprogram surveys and placement exams, ongoing assessments an activities, post-course survey, post-employment surveys and student career training
- IV. *Criteria 4: Budget*
 1. *Budget Narrative & Budget Forms*
 - \$2million (salary and over \$1m in scholarships, direct support to students)
 2. *Sustainability*
 - Stackable credentials
 - Would need additional funding to support student tuition

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: Thomas College

DATE: June 29, 2022

EVALUATOR NAME: Jennifer Tarr

EVALUATOR DEPARTMENT: Department of Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFA) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFA Coordinator or Lead Evaluator for this RFA.*

Individual Evaluator Comments:

I. Criteria 1: Eligibility and Allowable Uses

A private college or private university in Maine; or The Maine Maritime Academy	Pass
Develops/expands programs or credentials addressing priority workforce needs identified in the Maine Jobs Plan in one of the specified industries	Pass
Attests to following the requirements as outlined in the Sample Subaward Agreement.	Pass

II. Criteria 2: Proposal

1. *Addresses critical needs in Maine’s economy and workforce by advancing strategies identified in Maine’s 10-year economic development strategic plan; Prioritizes supports for disadvantaged students, students with disabilities, and individuals such as new Mainers; Black, Indigenous, and people of color; low-income students; and unemployed workers; Demonstrates likelihood of supporting the advancement of students and workers to achieve higher paying jobs in Maine.*

- Reignite Maine: Expanding College Access to Disadvantaged Populations for Workforce Development and Economic Recovery
- Increase the number of Pell-eligible, low income, and first-generation individual possessing post-secondary work credentials
- Provided three goals
- Advances strategy A: grow local talent
- Address access and affordability for maine students
- Expand recruitment efforts for disadvantaged populations

2. *Needs Assessment*

- Thomas College has a history of services first generation and low-income students
- Need for direct aid – identified that a key reason accepted students did not enroll was financial
- Just in time financial assistance
- Address last-gap funding
- Need to build early college access and dual enrollment engagement and enrollment pipeline

1. Completion of at least six early college courses increased the likelihood of completion of degree

3. *Project Narrative*

- Expand existing programs
- Remove financial barriers and provide student services

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: Thomas College

DATE: June 29, 2022

EVALUATOR NAME: Jennifer Tarr

EVALUATOR DEPARTMENT: Department of Education

- Path to higher paying jobs in maine
 - Last gap funding
 - Target multiple industry sectors
 - Provided benchmarks for academic progress: academic standing, first year retention rate, persistence rate
 - Leverage and expand two current networks (include JMG)
 - Customized services
 - TRIO student support services program
 - Automatically accept any student from identified groups
4. *Key Personnel*
- Provided listing and work
- III. *Criteria 3: Outcomes and Evaluation*
1. *Articulates intended outcomes, provides evidence base for proposed use(s); and*
 - Provided three metrics – with baseline, fall 2023 target, and fall 2024 target
 2. *Has a reasonable and detailed plan to evaluate the program*
 - Included list of evaluation activity, responsible staff and timing
- IV. *Criteria 4: Budget*
1. *Budget Narrative & Budget Forms*
 - \$1,995,886 – most in tuition assistance
 - Narrative provides additional details
 - Each student provided with a laptop
 - Matching funds
 2. *Sustainability*
 - Committed to sustaining the positions and the support services and may be able to provide some tuition support depending on increased revenues

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: UNE – Proposal 1 (Future Teachers From Maine)

DATE: 6/30/2022

EVALUATOR NAME: Jennifer Tarr

EVALUATOR DEPARTMENT: Department of Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFA) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFA Coordinator or Lead Evaluator for this RFA.*

Individual Evaluator Comments:

I. Criteria 1: Eligibility and Allowable Uses

A private college or private university in Maine; or The Maine Maritime Academy	Pass
Develops/expands programs or credentials addressing priority workforce needs identified in the Maine Jobs Plan in one of the specified industries	Pass
Attests to following the requirements as outlined in the Sample Subaward Agreement.	Pass

II. Criteria 2: Proposal

1. *Addresses critical needs in Maine’s economy and workforce by advancing strategies identified in Maine’s 10-year economic development strategic plan; Prioritizes supports for disadvantaged students, students with disabilities, and individuals such as new Mainers; Black, Indigenous, and people of color; low-income students; and unemployed workers; Demonstrates likelihood of supporting the advancement of students and workers to achieve higher paying jobs in Maine.*

- Overall goal, create an organizational structure to recruit high school students from high needs communities to support them through the college application process to become teachers
- Summer intensive experience – one week on UNE campus in Biddeford

2. *Needs Assessment*

- Need to recruit teachers from high need areas
- “grow your own”
- Teacher shortages

3. *Project Narrative*

- 20-25 high school students
- One week extensive experience
- Mentoring
- PI, camp director, administrative work student, college mentors
- Indicators of success and data tied to surveys – but what are they?
- Alignment with educational standard
- Duties of director will include recruitment and strategic follow-up
- Physically recruit in high needs areas; outreach to educator preprograms

4. *Key Personnel*

- Provided list

III. Criteria 3: Outcomes and Evaluation

1. *Articulates intended outcomes, provides evidence base for proposed use(s); and*

- Recruitment of students

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: UNE – Proposal 1 (Future Teachers From Maine)

DATE: 6/30/2022

EVALUATOR NAME: Jennifer Tarr

EVALUATOR DEPARTMENT: Department of Education

- Creation of summer teacher camp
 - Ongoing mentoring and support for student
 - Would have like to have seen metrics that explained what success of program would look like
2. *Has a reasonable and detailed plan to evaluate the program*
 - Including some metrics but no numbers to show baseline and goal
- IV. *Criteria 4: Budget*
1. *Budget Narrative & Budget Forms*
 - \$163,362
 - Most of it is tuition
 - Narrative provided additional details
 2. *Sustainability*
 - Will need to seek additional funding to continue the program
 - Built components that can grow
 - Parts can be scaled down

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: UNE – Proposal 2 (Medical Professionals)

DATE: 6.29.22

EVALUATOR NAME: Jennifer Tarr

EVALUATOR DEPARTMENT: Department of Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFA) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFA Coordinator or Lead Evaluator for this RFA.*

Individual Evaluator Comments:

I. Criteria 1: Eligibility and Allowable Uses

A private college or private university in Maine; or The Maine Maritime Academy	Pass
Develops/expands programs or credentials addressing priority workforce needs identified in the Maine Jobs Plan in one of the specified industries	Pass
Attests to following the requirements as outlined in the Sample Subaward Agreement.	Pass

II. Criteria 2: Proposal

1. *Addresses critical needs in Maine’s economy and workforce by advancing strategies identified in Maine’s 10-year economic development strategic plan; Prioritizes supports for disadvantaged students, students with disabilities, and individuals such as new Mainers; Black, Indigenous, and people of color; low-income students; and unemployed workers; Demonstrates likelihood of supporting the advancement of students and workers to achieve higher paying jobs in Maine.*

- Institute of Interprofessional Education and Practice – new home of College of Osteopathic Medicine
- Project will expand the school class size from 175 to 200 (increase of nearly 15%)
- More physicians for Maine

2. *Needs Assessment*

- Maine will need an addition 120 PCP by 2030

3. *Project Narrative*

- 113,00 sq/ft medical education building in Portland
- Benchmarks – students to master required subject matter, progression in curriculum, internship placements, completing accreditation
- Aligns with need for new medical professionals
- Priority populations include historically underrepresented students
- Expand existing articulation agreements
- 13 new positions at UNE

4. *Key Personnel*

- Provided list of personnel

III. Criteria 3: Outcomes and Evaluation

1. *Articulates intended outcomes, provides evidence base for proposed use(s); and*
 - 175 to 200
2. *Has a reasonable and detailed plan to evaluate the program*
 - Track student progression

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants – New and Expanded Programs

BIDDER NAME: UNE – Proposal 2 (Medical Professionals)

DATE: 6.29.22

EVALUATOR NAME: Jennifer Tarr

EVALUATOR DEPARTMENT: Department of Education

- Stay connect with graduates
- IV. *Criteria 4: Budget*
1. *Budget Narrative & Budget Forms*
 - \$2,000,000
 - Budget includes total cost of the project not just the funding from this grant.
 - Other funding coming from Alford Foundation, King Foundation, Congress
 - This funding will be designated towards instructional technology
 2. *Sustainability*
 - Annual operating budget



STATE OF MAINE
DEPARTMENT OF EDUCATION

Janet T. Mills
Governor

Pender Makin
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants New or Expanded Programs

I, Donna Tiner accept the offer to become a member of the Request for Proposals (RFA) Evaluation Team for the State of Maine Department of Education. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFA.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFA nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.

DocuSigned by:

Donna Tiner

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6/22/2022

Signature

Date



STATE OF MAINE
DEPARTMENT OF EDUCATION

Janet T. Mills
Governor

Pender Makin
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFA #: 202205071

RFA TITLE: Higher Education Workforce Grants New or Expanded Programs

I, Erica Carley Harris accept the offer to become a member of the Request for Proposals (RFA) Evaluation Team for the State of Maine Department of Education. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFA.

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6/23/2022

Signature

Date



STATE OF MAINE
DEPARTMENT OF EDUCATION

Janet T. Mills
Governor

Pender Makin
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202205071

RFP TITLE: Higher Education Workforce Grants New or Expanded Programs

I, Joseph Leo Niesen accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Education. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.

Joseph Leo Niesen
Signature

6/23/2022
Date



STATE OF MAINE
DEPARTMENT OF EDUCATION

Janet T. Mills
Governor

Pender Makin
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFA #: 202205071
RFA TITLE: Higher Education Workforce Grants New or Expanded Programs

Jennifer Tarr

I, _____ accept the offer to become a member of the Request for Proposals (RFA) Evaluation Team for the State of Maine Department of Education. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFA.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

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DocuSigned by:
Jennifer Tarr
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6/30/2022

Signature

Date