

Cost Proposal

The following is the cost proposal for the services outlined in response to the Request for Proposal (RFP). All prices are quoted in U.S. Dollars and comply with the terms and conditions of this RFP. The cost proposal includes all travel, expenses, and services as described. Pricing will not change for the duration of the 6 years of anticipated support.

Cost for Coaching Services			
Type	Frequency	Duration	Cost*
Workshops on Structured Literacy	Monthly (September -May)	90 minutes each month	\$3000
Job-embedded Coaching Cycles	Monthly (September - May)	60 minutes each month (30 min. observation and 30 minutes of one-on-one coaching) Total of 9 hours per teacher for year	\$1200 per teacher
LETRS Bridging Support	Monthly (September - May)	90 minutes each month	\$3000
MTSS Literacy Planning	Monthly (September - May)	120 minutes each month	\$4500
Data Analysis for Intervention Planning	Monthly (September - May)	60 minutes each month (30 min. observation and 30 minutes of one-on-one coaching) Total of 9 hours per teacher for year	\$1000 per teacher
Virtual Coaching	Monthly (September - May)	30 minutes per teacher, w/ recorded observations of lessons each month	\$1200 per teacher

*Travel will be added on as follows: \$85.00 per hour for travel to the school district destination from Independence, IA (only the time spent traveling to the destination, not including return travel or time spent on-site). AND,

Lodging and Meals (if required):

- **Lodging:** If the start time of a scheduled service is 8:00 AM or earlier, and the travel distance from my home to the destination exceeds 90 minutes, **overnight lodging** will be required. The cost of lodging is **\$200.00 per night**.
- **Meals:** \$20 per day per person for meal allowance when 6 hours or more of services are required and overnight stay is not required; \$50.00 per day per person for meal allowance during overnight stays.

Cost of Professional Development Opportunities			
Type	Frequency	Duration	Cost*
K6 SDI Literacy Package	Monthly (September -May)	2 hours each month (Modules that require more than 2 hours to deliver will be charged according to the attached rates)	\$250
Science of Reading Professional Development	Monthly (September - May)	90 minutes each month	\$3000
Literacy Leadership Retreats	3 times per year (October, February and June)	4 hrs each session	\$3000
Curriculum Alignment/Curriculum Adoption	Monthly (October- May)	120 minutes each month	\$4500
Family Literacy Event Planning	One time	60 minutes	\$600

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Lodging and Meals (if required):

- **Lodging:** If the start time of a scheduled service is 8:00 AM or earlier, and the travel distance from my home to the destination exceeds 90 minutes, **overnight lodging** will be required. The cost of lodging is **\$200.00 per night**.
- **Meals:** \$20 per day per person for meal allowance when 6 hours or more of services are required and overnight stay is not required; \$50.00 per day per person for meal allowance during overnight stays.

District Specific	
Hourly Rate	\$85
Based on initial consultation, districts can customize what is best for their needs based on the above rate and include travel, lodging, and meals as required. Frequency and duration would be calculated based on the initial consultation and adjustments may need to be made based on observations and data.	

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One-Time Costs:

1. Setup or Initial Consultation Fees:

- **Initial Assessment or Planning - \$300, plus travel (if required):** In-depth consultation or assessment before starting the service (such as an analysis of the district's needs or a diagnostic session).
- **Program/Project Setup - \$300, plus travel (if required):** Activities required to start the project, such as creating frameworks, schedules, or preparing customized training materials.

2. Materials and Resources:

- **Custom Curriculum Development - \$85 per hour:** Development of any specific curriculum, resources, or instructional materials tailored to the district's needs (e.g., creating worksheets, study guides, or lesson plans).
- **Books or Software -** The purchase of educational materials such as textbooks, software licenses, subscriptions to online tools, or other resources needed for the program or training sessions. **Reimbursement of total cost providing purchase receipt**
- **Printed Materials -** For workshops or professional development sessions, you may need to print materials such as handouts, manuals, or other resources for participants. **Reimbursement of total cost providing purchase receipt**

3. Equipment or Technology Setup:

- **Equipment Purchases:** Any one-time purchases of equipment needed to deliver services, such as projectors, whiteboards, computers, or other teaching tools. **Reimbursement of total cost providing purchase receipt; preapproval needed by district.**
- **Technology Setup:** If you need to set up technology for virtual coaching sessions (e.g., upgrading video conferencing software, setting up hardware, or custom app configurations for remote learning), that could be a one-time cost. **.Reimbursement of total cost providing purchase receipt; preapproval**

needed by district.

4. Facility or Venue Costs:

- **Renting a Venue for In-Person Sessions:** If any workshops or sessions require a venue rental (outside of the school or district's facilities). **Reimbursement of total cost providing purchase receipt; preapproval needed by district.**
- **AV Equipment Rental:** If you need to rent special equipment for a one-time event, such as sound systems, microphones, or projectors for a workshop or training. **Reimbursement of total cost providing purchase receipt; preapproval needed by district.**

5. Initial Administrative Setup:

- **Contract Setup/Administration Fees - \$100:** The time and cost involved in drafting and setting up contracts, agreements, and billing systems at the start of the contract.
- **Onboarding Costs - \$85 per hour:** Formal onboarding process (e.g., orientation, introductory meetings, or additional administrative support), this could be a one-time fee.

7. Initial Evaluation or Diagnostic Fees:

- **Pre-Assessment or Diagnostic Evaluation \$85 per hour:** Assessments or evaluations (such as reviewing current literacy levels, analyzing district needs, or measuring baseline data)

Optional Services:

1. Additional Professional Development Sessions:

- **On-Demand Workshops \$85 per hour, plus see cost for preparation of professional development or workshop.:** Providing workshops or training sessions that are not part of the core agreement but can be requested for specific needs.
- **Refresher Courses \$85 per hour, plus see cost for preparation of professional development or workshop:** Offering refresher or follow-up

sessions after a certain period, such as re-training on key strategies or new research in the field.

2. Personalized Coaching:

- **One-on-One Teacher Coaching \$85 per hour, plus travel costs (if required):** Offering personalized coaching sessions for individual teachers focusing on specific challenges or areas for growth.
- **Leadership Coaching \$85 per hour, plus travel costs (if required):** Providing coaching sessions for school leaders or administrators to help them implement best practices or support teacher development.
- **Mentoring \$85 per hour, plus travel costs (if required):** Offering extended mentoring for new teachers or staff members who need additional support.

3. Curriculum Development or Customization:

- **Custom Lesson Plans \$85 per hour, plus travel costs (if required):** Developing lesson plans or curriculum tailored to the specific needs of a school or district, incorporating district goals and specific student populations.
- **Curriculum Mapping \$85 per hour, plus travel costs (if required):** Helping schools map their existing curriculum to ensure alignment with state standards or specific goals.
- **Resource Creation \$85 per hour, plus travel costs (if required):** Creating supplemental instructional materials like worksheets, slides, or multimedia resources for classroom use.

4. Additional Evaluations and Assessments:

- **Program Evaluation \$85 per hour, plus travel costs (if required):** Providing periodic evaluations of the effectiveness of the literacy program through surveys, data analysis, and observations.

- **Student Assessments \$85 per hour, plus travel costs (if required):** Offering additional diagnostic or formative assessments to track student progress, particularly in areas like phonemic awareness or reading fluency.

5. Extended On-Site Support:

- **Extended Classroom Observations \$85 per hour, plus travel costs (if required):** Providing additional classroom observation days beyond the agreed-upon schedule.

6. Virtual Support Packages:

- **Virtual Coaching \$85 per hour, plus travel costs (if required):** Providing ongoing virtual coaching for teachers or leadership teams, either on a regular or as-needed basis.
- **Webinars or Virtual Training \$85 per hour, plus travel costs (if required):** Hosting webinars on emerging educational topics, literacy research, or specific teaching strategies.

7. Data Analysis and Reporting:

- **Data Interpretation and Action Plans \$85 per hour, plus travel costs (if required):** Helping teachers or schools interpret student data and create actionable plans based on those results.
- **Progress Monitoring \$85 per hour, plus travel costs (if required):** Offering regular progress monitoring reports that track the implementation of literacy practices, student growth, and outcomes.
- **Long-Term Data Support \$85 per hour, plus travel costs (if required):** Providing ongoing support in the analysis of data over the course of the school year, adjusting interventions or instructional strategies as needed.

8. Family and Community Engagement:

- **Community Outreach Programs \$85 per hour, plus travel costs (if required):** Offering community-based workshops or programs that align with school literacy

goals and engage the broader community.

- **Parent/Guardian Coaching \$85 per hour, plus travel costs (if required):** Providing one-on-one or group coaching sessions for parents on how to support their children's literacy development at home.

9. Administrative Support:

- **Strategic Planning for Literacy Programs \$85 per hour, plus travel costs (if required):** Helping school administrators develop long-term plans for literacy improvement, including budget allocations and resource planning.

Payment Terms:

- Payment must be made **monthly** for the services provided, no later than the last day of the month