# Request for Information
# State of Indiana
## Reading Modules for Indiana Parents and Volunteers

This is a Request for Information (RFI) issued by the Indiana Department of Education (IDOE). This RFI requests responses that are twofold; addressing separately both parent strategies and volunteer training for elementary readers through online modules. These modules would provide parents and volunteers with the baseline knowledge they would need to assist students. Districts and schools could then provide additional training that would be aligned with their core reading program. The modules would be based on scientific-based reading research, include teaching strategies, and provide ideas for on-going school and community support.

This RFI will lead to the issuance of a Request for Proposal (RFP) by the IDOE.

**Timetable**

The following dates are set forth for informational and planning purposes; however, the IDOE reserves the right to change the dates.

Issue RFI → August 30, 2010
Closing Date for Receipt of Information → September 24, 2010

**Background**

In March, 2010, the General Assembly passed House Bill 1367 and Governor Daniels signed it into law (PL 109). This law results in groundbreaking efforts in Indiana to ensure that students read proficiently before moving on to 4th grade. As many researchers and educators have noted, prior to 3rd grade students are primarily "learning to read", but beginning in 4th grade, students must be able to "read to learn". Standards and materials only get more complex from 4th grade forward, and students who cannot read proficiently will struggle mightily to catch up in reading skills while trying to master more advanced content. Therefore it is crucial that community members, volunteers, and parents work alongside schools to ensure that every child has the support system needed in order to read on or above grade level by the end of grade 3.

*For this particular RFI, the IDOE is interested in respondents that can*:

1. Design scientifically-based training modules* to use as a tool for statewide certification status as an elementary reading volunteer.
2. Design parent modules* that provide essential knowledge and strategies needed to develop reading proficiency with their children.

(* Modules could include, but are not limited to: videos, strategies, materials, assessments.)

## Objective

IDOE is soliciting feedback on the information in this RFI. IDOE will consider any information received in response to this RFI, and reserves the right to request clarifications on information submitted to the State. IDOE also reserves the right to conduct discussions, either oral or written, with respondents. These discussions could include request for additional information, request for costs, etc.

## Deliverables

*The IDOE will only examine those submissions that provided detailed information on each of the following:*

Parent Module

1. Design parent modules* that provide essential knowledge and strategies needed to develop reading proficiency with their children.
2. Develop a self-sustaining module for online access.

Volunteer Module

1. Design scientifically-based training modules* to use as a tool for statewide certification status as an elementary reading volunteer.
2. Develop a tracking for use with volunteer training modules to determine and share user information with the local district.
3. Develop a self-sustaining module for online access.

(* Modules could include, but are not limited to: videos, strategies, materials, assessments.)

## Specific Needs

*The IDOE will only examine those submissions that provide detailed information on each of the following:*

1. Development cost per module
2. Project timeline
3. Module components, including specifics on content and all materials
4. Technology components to determine ease of use on IDOE server
5. Comparable projects of similar scope and size

## Responses

Please send the information requested above in a PDF or MS Word document to Reading readingrfi@doe.in.gov Please place "Response to RFI" in the subject line of the email.

**Responses to this RFI are due by 4:00 P.M. EST on Friday, September 24, 2010.**