

RFP Title:	13-14 RFP – RESEARCH 1 – COSTS AND BENEFITS – OCTOBER 31, 2013
Assignment Summary:	ONCAT is commissioning a research project to examine and gauge the costs and benefits associated with the current state of credit transfer in the province of Ontario.
Issue Date of RFP:	OCTOBER 31, 2013
Proposal Submission Deadline/Time:	NOVEMBER 29, 2013
ONCAT Contact for Enquiries Regarding RFP:	Glenn Craney, Executive Director Ontario Council on Articulation and Transfer 180 Dundas Street West, Suite 1902 Toronto, ON M5G 1Z8 (416) 640-6951, Ext. 301 email - gcraney@oncat.ca
Title of Proposed Project:	Max. 15 words
Description of Proposed Project:	Max. 50 words

CONTACT INFORMATION:	
Organization/Company/Institution:	
Primary Contact – Name and Title:	
Primary Contact – Full Mailing Address & Email Address:	
Primary Contact – Phone Number and Extension:	
Name(s)/Title(s)/Contact Information of Project Co-Leads: (if applicable)	

A.1 About ONCAT

Established in 2011, the Ontario Council on Articulation and Transfer (ONCAT) was created to enhance student pathways and reduce barriers for students looking to transfer among Ontario's 44 publicly funded postsecondary institutions. ONCAT works with its members – all publicly funded postsecondary institutions – to enable the system to develop as rapidly as possible, while also respecting institutional autonomy.

The following is the provincial government of Ontario's vision for credit transfer:

Ontario will have a comprehensive, transparent and consistently applied credit transfer system that will improve student pathways and mobility, support student success and make Ontario a postsecondary education destination of choice. The credit transfer system will assist qualified students to move between postsecondary institutions or programs without repeating prior, relevant learning.

The government believes realizing this vision will make it easier for students to navigate the postsecondary education system, reach their preferred educational destination faster and enter or re-enter the labour market sooner.

As of July 2013, ONCAT and its member institutions has already accomplished much: Ontario boasts approximately 630 student transfer pathways in six broad program clusters (Applied Arts, Liberal Arts & Humanities, Business & Commerce, Health Sciences & Applied Health, Engineering & Technology, Social Sciences & Services, and Sciences & Applied Sciences); a greater understanding of the student transfer experience through funded research initiatives; enhanced information for students; and better data collection mechanisms. These are all critical to helping achieve enhanced transparency, accountability and greater mobility for students seeking to move between institutions.

A.2 Description/Background of Assignment

The establishment of ONCAT represents the provincial government's very strong commitment to creating a more comprehensive and transparent system of credit transfer and pathways for students in the province's colleges and universities.

At the same time, the provincial government has signaled an intense interest in evaluating elements of the PSE system's performance through the lens of costs and benefits, understood very broadly as indentifying the ways in which the system can more effectively control the drivers that serve to increase the per unit costs of college- and university-based education. The savings that are considered desirable are those which accrue to all stakeholders, including students and their parents, institutions and government.

More specifically, these areas may include:

- Experimenting with shifts in academic program delivery;
- Maximizing the time and talents of the universities' tenured body of faculty and exploring other instructor employment models (e.g., more use of contractually limited appointments);
- Ensuring a greater number of ideas come to market, which result from faculty research initiatives;
- Nurturing a less risk-adverse culture among university and college graduates;
- Exploring the adoption of more online teaching and learning opportunities; and,
- Enhancing its system of credit transfer.

It is often assumed by government, researchers and other PSE stakeholders that there are costs associated with the postsecondary education system's current less than full capacity to meet students' mobility demands. It is further assumed that there are extra costs associated with students' need to repeat prior learning in the event that students wish to move from program to program, or institution to institution.

To that end, ONCAT is issuing a Call for Proposals to researchers to investigate the relationship between credit transfer and the potential for greater costs and benefits in Ontario's PSE system.

Guiding Research Questions:

1. What are the benefits to students if the province of Ontario were to develop a more fully comprehensive and articulated system of credit transfer and pathways among and between Ontario's colleges and universities?
 - a. What are the cost implications of a shift toward a more comprehensive and transparent system of credit transfer in the province?
 - b. If there are gains, under what circumstances could they be realized?
2. What do we know about the relationship between more efficient systems of credit transfer and fully articulated pathways when discussing the proxies of such characteristics of quality, access and success, such as the rates of graduation, timely completion and successful employment post-graduation?

A.3 Deliverables

The deliverables would include:

1. A Literature review and environmental scan.
2. An examination and an analysis of a relevant and sufficient robust data set which can be used to test some of hypotheses and assumptions found in the literature, both scholarly and technical.

A.4 Agreement Terms and Conditions

Successful proponents will also be expected to enter into a formal agreement with ONCAT, which will outline the terms and conditions of funding.

PROPOSAL:

1) METHODOLOGY:

- Provide a clear and comprehensive explanation of all steps that will be required to complete the project

PROPONENT TO RESPOND

SUGGESTED # OF WORDS: 500-1000

2) TOPIC EXPERIENCE:

- Explain how the academic training, qualifications and past experience of the research team are relevant to the research topic of this RFP;
- Include CVs of research team members as an addendum

PROPONENT TO RESPOND

SUGGESTED # OF WORDS: 300-600

3) PROJECT MANAGEMENT:

- Outline your plan for ongoing communication and collaboration between the research team, ONCAT and any other partners or collaborators;
- In the Milestones section include due dates, descriptions and payment amounts for your project deliverables. Ensure the timelines, milestones and planned overall approach are realistic for this project

PROPONENT TO RESPOND

SUGGESTED # OF WORDS: 300-600

DELIVERABLES:

Due Date	Deliverable Description	\$
Due Date	Deliverable Description	\$
Due Date	Deliverable Description	\$

4) RESEARCH BUDGET:

Using the information you provide in the *Budget* section, your budget will be evaluated against the following criteria:

- Is the overall budget for this research project realistic?
- Are the various budget components in line with ONCAT policy and past experience?
- Is the proposed work likely to be successfully accomplished within the budget proposed?

TO BE COMPLETED BY ONCAT EVALUATOR

5) QUALITY OF RESPONSE:

Your proposal will be evaluated against the following criteria:

- Is it clear that the proponents have understood the objective of the original RFP and responded accordingly?
- Is the proposal written in a way that is easy to comprehend and evaluate?

TO BE COMPLETED BY ONCAT EVALUATOR

RESEARCH BUDGET:

Please include ALL anticipated costs for the project, including in-kind* and other costs (*in italics and without bold*) for which ONCAT funding is being requested.

- We recommend, where applicable, that proposals include estimates of the per day/semester costs for faculty/senior administrators that are providing “in-kind” support to the research project, as well as any other contributions being made to the research by your institution. This will allow us to have a better sense of the “true cost” of the overall research project, and the contribution that is being made by the college/university and their personnel.

PERSONNEL:

Name of Proposed Team Members (insert additional rows if necessary)	Title/Position	# of Days/ Semesters	Per Day/ Semester Rate	Total: # x Rate
			\$	\$
			\$	\$
			\$	\$
Personnel Costs Subtotal				\$

DIRECT COSTS:

Detailed Description of Direct Costs (if applicable) (insert additional rows if necessary)	Cost	
	\$	
	\$	
	\$	
Direct Costs Subtotal		\$

TRAVEL AND ACCOMMODATION:

Detailed Description of Travel and Accommodation (if applicable) (insert additional rows if necessary)	Cost	
	\$	
	\$	
	\$	
Travel and Accommodation Subtotal		\$

OVERHEAD:	
A detailed description of what constitutes overhead must be provided (if applicable) <i>(insert additional rows if necessary)</i>	Cost
	\$
	\$
	\$
Overhead Subtotal	\$

FUNDING:	
Personnel Costs Subtotal	\$
Direct Costs Subtotal (if applicable)	\$
Travel and Accommodation Subtotal (if applicable)	\$
10% of Overhead Total (if applicable)	\$
Firm Fixed Price (ONCAT Funding)	\$
HST (13%) (if applicable)	\$
Total ONCAT Funding (Firm fixed price + HST)	\$
In Kind Contribution	\$
Total Project Cost (Total ONCAT Funding + In Kind)	\$

REFERENCES: PAST FUNDED RESEARCH WITH ONCAT (IF APPLICABLE) <i>(insert additional rows if necessary)</i>	
Project Lead:	
Project Name:	
Project Lead:	
Project Name:	
Project Lead:	
Project Name:	

REFERENCES: RELEVANT RESEARCH/EXPERIENCE (PROVIDE A MINIMUM OF TWO) <i>(insert additional rows if necessary)</i>			
Contact Name, Title and Organization:			
Contact Telephone #:		Email:	
Project Name: (if applicable)			

What/whom will reference be provided for? i.e. Individual/Organization/Project			
Contact Name, Title and Organization:			
Contact Telephone #:		Email:	
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SIGNATURES:	
<p>Conflict of Interest:</p> <p>Affirmation that neither the vendor nor the staff have any real life or perceived conflict of interest in performing the assignment</p>	<p>_____</p> <p>Signature of Principal Investigator or Official Representative of Vendor Institution/Organization</p>
<p>Vendor's Signature of Offer:</p> <p>Affirmation by an individual with the authority to bind the "supplier" institution/organization</p>	<p>_____</p> <p>Signature of Official Representative of Vendor Institution/Organization</p>
	<p>_____</p> <p>Name, Title and Legal Name of Vendor Institution/Organization</p>