



STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING



JENNIFER M. GRANHOLM  
GOVERNOR

MICHAEL P. FLANAGAN  
SUPERINTENDENT OF  
PUBLIC INSTRUCTION

April 20, 2009

**MEMORANDUM**

**TO:** Intermediate School Districts; Local Education Agencies, including Public School Academies; Institutions of Higher Education; Professional Organizations; Private Profit and Non-profit Organizations, including Parent and Advocacy Organizations; and other interested parties

**FROM:** Sally Vaughn, Ph.D. *Sally*  
Deputy Superintendent/Chief Academic Officer

**SUBJECT:** Notice of Availability of Request for Proposal for a Mandated Activities Project: Continuous Improvement and Monitoring System Under the Individuals with Disabilities Education Act

The State Board of Education has approved criteria for the following Mandated Activities Project: Continuous Improvement and Monitoring System (CIMS).

**Purpose:** The Individuals with Disabilities Education Act requires state education agencies to develop and implement a monitoring, technical assistance, and enforcement system. The CIMS is the Department's system that meets these federal requirements. In addition, this grant supports related improvement activities relative to corrective actions and program improvements.

This grant will provide fiscal administration, coordination, and support for the CIMS. This includes consultation, technical assistance, special work groups or expert teams, and/or targeted assistance. These may vary in length and include: ongoing services and consultation; intermittent services and consultation; one-time expert consultation; and necessary product development. Compliance reporting and analysis are also a function of this project.

**Funding:** The total amount of the project is up to \$2,500,000 per year.

**Proposal Due Date:** Friday, June 19, 2009 by 5:00 p.m.

**Project Duration:** The project duration is anticipated to be October 1, 2009, or upon award, through September 30, 2010 for the initial funding period, contingent upon the State Superintendent of Public Instruction's approval. Funding may continue for up to five years, based on satisfactory performance and availability of federal funds.

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MEMORANDUM  
Page 2  
April 20, 2009

**Eligibility:** Intermediate School Districts; Local Education Agencies, including Public School Academies; Institutions of Higher Education; Professional Organizations; Private Profit and Non-profit Organizations; including Parent and Advocacy Organizations; others with a demonstrated experience in providing the services requested.

**Application:** To receive a copy of the Request for Proposal (RFP) for this project, please contact Ms. Liz Hengesbach at (517) 241-1235 or access it at our website: <http://www.michigan.gov/mde>

The Michigan Department of Education, Office of Special Education and Early Intervention Services (MDE/OSE-EIS), is seeking a grantee to serve primarily as the fiscal agent and be responsible for facilitating the funding mechanism for the services and activities surrounding this project. The grantee (successful bidder) will provide fiscal management for these services and activities as coordinated through the OSE-EIS. It is the MDE's intent to continue the work of the current project utilizing as many of the current project's staff as possible to ensure continuity and adherence to stated OSE-EIS goals and objectives. Therefore, due to a conflict of interest, current project staff should not be involved in the preparation and/or submission of a proposal to the OSE-EIS.

If you have any questions regarding the competitive bid procedures, process, purpose or intent of the project, please contact Mr. John Andrejack at (517) 241-1235.