



STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING

RICK SNYDER  
GOVERNOR

MICHAEL P. FLANAGAN  
STATE SUPERINTENDENT

February 20, 2014

**MEMORANDUM**

**TO:** Intermediate School District and Local Educational Agency Superintendents, Public School Academies Administrators, Institutions of Higher Education, and Private Profit and Non-Profit Organizations

**FROM:** Venessa A. Keesler, Ph.D.   
Deputy Superintendent, Educational Services

**SUBJECT:** Notice of Availability of Request for Proposal for a Statewide Mandated Activities Project, "Training and Technical Assistance for Family Involvement" Under the Individuals with Disabilities Education Act (IDEA)

The State Board of Education has approved criteria for a Mandated Activities Project titled, "Training and Technical Assistance for Family Involvement."

**Purpose:** To create and/or maintain a comprehensive, integrated, responsive statewide system of support and information for parents and families of children with disabilities and school districts. This coordinated system will provide parents, families and school districts with accurate and timely information, resources and services; support parents, families and school districts in effective collaboration and partnering; and will deliver systemic training to prepare parents and families to demonstrate leadership in their interactions with service providers and/or in positions of leadership on state, regional and local decision-making committees. The project will also collaborate with other Mandated Activities Projects, whose oversight is provided by the Office of Special Education and local agencies in ensuring broad access and support for parents and families of children with disabilities. In addition, the project will partner with the Michigan Department of Education in conducting statewide surveys that collect data pertinent to family involvement.

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**Funding:** The proposal will be awarded up to \$1,060,000 with IDEA, Part B, Section 611 and \$93,000 with IDEA, Part C mandated activities funds.

**Proposal Due Date:** Thursday, April 17, 2014 by 5:00 p.m.

**Project Duration:** The funding period is twelve months for this project beginning October 1, 2014 and ending September 30, 2015, contingent upon the State Superintendent's approval. Based on satisfactory performance and availability of funds, the project and yearly funding may continue up to five years.

**Eligibility:** Intermediate school districts, local educational agencies, including public school academies, institutions of higher education, and private profit and non-profit organizations

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

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

cc: Michigan Education Alliance