



Board of Regents

University System of Ohio

John R. Kasich, Governor

John Carey, Chancellor

Request for Proposals (RFP)

Ohio Means Internships & Co-ops (OMIC)

**Funding Cycle: Spring Semester, 2014 through Spring Semester, 2016
(Student placements begin Summer Semester, 2014)**

RFP Release: 9/18/2013

Q&A Presentation: 10/03/2013

Proposals Due: 11/18/2013

1. Overview

The Board of Regents is seeking high quality, focused cooperative education and internship program proposals from Ohio institutions of higher education and their partners. This program has been funded through one-time casino licensing fees; it is expected that the funds will be awarded to build systems to sustain co-ops and internships beyond the direct investment from the State and to ensure these work-based learning opportunities are relevant to the needs of students and businesses. Funds will be awarded to build the capability and capacity of programs to engage more students, more businesses, and more faculty members in co-op and internship programs. The programs should address the talent needs of JobsOhio key industries.

Internships and co-ops are a key component of the State of Ohio's strategy to connect student talent and businesses. As well, co-ops and internships play an important role in the state's efforts to attract, retain, and reward students and businesses. Further, co-op and internship programs can serve as part of the solution to address Ohio's brain drain, population challenges, demographic shifts in the workforce, and job skills mismatches. The goals of this program are to prepare students who are work-ready when they graduate, engage businesses in the higher education system as 'talent investors,' and assist institutions of higher education to be responsive to the needs of students and businesses.

The Board of Regents seeks to ensure the long-term sustainability and participation of institutions of higher education and businesses in co-ops and internships throughout the state without the continuing direct assistance of the state in the form of grants. Rather, the Regents goal in this final round of funding is to invest in programs that are able to use the funds to build capacity and capability for sustainability and relevancy. This will require active and robust engagement on the part of all parties across the state: institutions of higher education and the education community in general, businesses, faculty, students and their families, and other interested parties such as regional and business consortia.

Institutions of higher education including Ohio Technical Centers, Community Colleges, and Universities are encouraged to partner with each other to address a regional or statewide workforce sector problem. Studies show that students who engage in co-ops and internships complete their degree on time, with less debt, better grades, and better job prospects. **It is hoped at the end of this grants program that co-ops and internships will become a core part of an institution's offerings, that students will seek out these opportunities as a matter-of-fact, and that businesses will become 'talent investors' rather than 'talent receivers.'**

2. Requirements (see details hereafter)

1. A match commitment of private (non-public) funds equal to at least 100% for undergraduate students and 150% for graduate students of the requested money is required. Programs must address how learning becomes relevant to students and businesses through the use of co-ops and internships.
2. Programs must address how they will be capable of sustainability beyond the state award.
3. Proposal must include detailed plans for addressing a JobsOhio industry workforce need.
4. Private non-profit institutions of higher education are eligible to apply but must have a public institution partner to do so.
5. At a minimum, placements shall be noted on the student's transcript. Preference shall be given to internship placements that are credited and co-op placements that are credited and paid.
6. Institutions will use the common naming of "Ohio Means Internships & Co-ops" for the purposes of marketing and communicating with businesses, students, and faculty.

7. Institutions will use www.OhioMeansInternships.com to post positions and student resumes.
8. All students must be enrolled in one of the institutions receiving the award.
9. All placements must be located in Ohio. Companies do not need to be Ohio-based.
10. Budget narratives must include specifics on how the program is to be sustained beyond the life of the grant.

3. Parameters (see details hereafter)

1. The grant performance period will be from spring semester, 2014, through spring semester, 2016, with the first student placements in summer semester, 2014.
2. The minimum request is \$100,000 and the maximum request is \$1 million for the two-year cycle. A total of about \$13 million is available this final round, which is inclusive of the biennial appropriation for both fiscal years.
3. Collaboration is strongly encouraged among institutions of higher education and Ohio Technical Centers, businesses, economic and workforce development, government, labor, and community organizations.
4. Institutions of higher education may participate in up to a total of three applications – one as a lead and two as a partner (private institutions are required to have a public institution partner regardless of if they are the lead or partner institution).
5. Public sector placements should not be included in proposals.
6. No more than 40% of requested funds should be directed to matching wages for placements at businesses. Alternatively, funds can be directed to students in the form of a scholarship for their participation in an internship or co-op in addition to any wage they would be paid.
7. At least 52% of funds should be directed to campus capacity and infrastructure and to build sustainability for the programs.
8. No more than 8% of funds can be for indirect costs.

4. Key Dates & Applicant Process

- 9/10/13 RFP Pre-release Meeting for the Program Advisory Committee
- **9/18/13 Release of RFP**
- 10/02/13 RFP Questions & Q&A Presentation RSVP Due
- 10/03/13 RFP Q&A Presentation
- 10/07/13 Additional Information for Applicants if needed
- **11/18/13 Proposals Due**
- Nov. – Dec. Review & Evaluation of Proposals & Additional Information from Applicants if needed
- 12/03/13 Application List to Program Advisory Committee
- **December Chancellor's Award Decisions**
- 12/19/13 Pre-Controlling Board Award Notification to Advisory Committee
- TBD Controlling Board Meeting Deadline
- **Jan./Feb. Controlling Board Meeting for Awards Approval**
- Feb./March Award and Grant Agreement Preparation and Execution
- **March/April Funds Disbursed to Awardees for Pre-summer Grant Activities**
- **May Summer, 2014 Placements Begin & Continue through Spring, 2016**

9/18/13 - Release of RFP from the Ohio Board of Regents to institutions and posted at <http://www.ohiohighered.org/grants>. Please read and share the RFP among institutions of higher education and business partners.

10/02/13 – RSVP Due for RFP Questions & Q&A Presentation. Send questions in advance and RSVP (affirmative only) for the Q&A Presentation to Zach Waymer, Director, Experiential Learning & Outreach, at zwaymer@regents.state.oh.us with the subject 'OMIC RFP Question/RSVP.' Please include your name and organization and time slot you are attending (see below).

10/03/13 at 10-11a, 1-2p, or 3-4p – RFP Q&A Presentation. Interested applicants will dial 1-661-673-8600 then enter 1082792# to join the Q&A Presentation. **Please attend only one time slot.**

11/18/13, by 2 p.m. – Proposals Due via email to zwaymer@regents.state.oh.us with the subject 'OMIC RFP Response – [Name of Lead Applicant].' See Section 10 for detailed submission instructions.

5. JobsOhio Key Industries & Regions

Proposals must **align with one or more of the nine JobsOhio key industries and/or four business functions** listed here <http://jobs-ohio.com/industries/>. Please see the JobsOhio industry clusters and labor market information for each occupation at <http://ohiolmi.com/proj/JobsOhioInd.htm>. Proposals are encouraged to align with one or more of the six JobsOhio regions shown here <http://jobs-ohio.com/network/>.

The key industries are:

1. Advanced Manufacturing
2. Aerospace & Aviation
3. Agribusiness & Food Processing
4. Automotive
5. Biohealth
6. Energy
7. Financial Services
8. Information Services & Software
9. Polymers & Chemicals

And Business Functions: Back Office, Headquarters & Consulting, Logistics, & R&D.

Proposals should address workforce opportunities within a JobsOhio key industry. The goal is to align higher education, business, and student aspirations with the needs of the region and the industry to solve problems associated with attracting, retaining, and training talent; attracting, retaining, and growing business investment; and aligning higher education to be responsive to the needs of business in terms of closing the job skills mismatch, revising curriculum, engagement, and other areas of opportunity such as research and development, equipment, fundraising, and economic advancement.

6. Eligible Applicants; Eligible Business Partners; Eligible Students

Eligible lead applicants are Ohio public community colleges and universities. Non-profit private colleges in Ohio with an Ohio Board of Regents certificate of authorization may apply but must do so in partnership with a public institution of higher education to be eligible whether they are applying as a lead or partner applicant. There is a limit of **three proposals** total in which any institution of higher education may participate – one as a lead and two as a partner. Any institution of higher education participating in more than one application should include language in their lead proposal as to how they will coordinate efforts between multiple grants (if awarded) to be sure that the capability to successfully manage and achieve the goals of the grants is not diluted. It is strongly encouraged to include at least

one University, Community College, and Ohio Technical Center in each application to address a workforce problem with the entire continuum of the higher education pipeline.

Institutions that received funding under the first OMIC RFP that are applying again under this RFP will be asked to provide some specific outcome data on their current program. This outcome data will not be part of the scoring process for this release of funds, but will be collected as a benchmark to guide outcome achievement under additional program awards. Once an institution submits an RFP, they will be sent a data collection form to complete on their current program. That data collection sheet must be received by Regents prior to any additional award release; however, the data collection timeline will not affect the current RFP submission and review process.

Business partners must include JobsOhio key industry businesses with operations in Ohio that intend to provide students with co-ops and/or internships in Ohio locations. The business does not need to be headquartered in Ohio. It is highly desirable that placements within the business are high-need occupations/functional areas of the operation.

Other partners may include business and educational consortia that coordinate industry/educational activities in a region, population, or target industry; and other Ohio industry groups, chambers of commerce, regional groups and non-profits that address talent pipeline issues of key industries.

Eligible students: Students who meet the enrollment criteria and program criteria of the institutions of higher education associated with any of the submitted proposals and have not graduated are eligible to participate. Since one of the main goals is to build sustainability of these programs at Ohio institutions, **students must be enrolled in either a public or private Ohio institution of higher education that is awarded funding.** Proposals are encouraged that create placements for students from a variety of majors in internship and/or co-op programs in high-need operational/functional areas in the nine JobsOhio key industries.

7. Definitions: *Cooperative Education (Co-op) & Internships*

Applicants should explicitly state whether they are creating internship and/or co-op placements based on the Ohio Revised Code definitions below and the number of proposed placements. In cases where the applicant is not sure of whether their placements are co-ops or internships, please contact the Board of Regents for technical assistance.

Cooperative education (or Co-op) is a partnership between students, institutions of higher education, and employers that formally integrates students' academic study with work experience in cooperating employer organizations and:

- Alternates or combines periods of academic study and work experience in appropriate fields as an integral part of student education; (Note that co-ops are experiences which occur more than one term during a student's educational experience – they are multi-term.)
- Provides students with compensation from the cooperative employer in the form of wages or salaries for work performed;
- Evaluates each participating student's performance in the cooperative position, both from the perspective of the student's institution of higher education and the student's cooperative employer;
- Provides participating students with academic credit from the institution of higher education upon successful completion of their cooperative education;

- Is part of an overall degree or certificate program for which a percentage of the total program is acceptable to the Chancellor of the Ohio Board of Regents and involves cooperative education. (Note that co-ops are generally a required part of a degree program.)

Internships are a partnership between students, institutions of higher education, and employers that formally integrate students' academic study with work or community service experience and:

- Are of a specified and definite duration;
- Evaluates each participating student's performance in the internship position, both from the perspective of the student's institution of higher education and the student's internship employer;
- Shall be noted on the student's transcript; may provide participating students with academic credit upon successful completion of the internship, and may provide students with compensation in the form of wages or salaries, stipends, or scholarships.

Note that proposals for internship or co-op programs that are required as part of a degree program, compensate students and provide them with credited and/or transcribed experiences are strongly preferred. Some applicants may require students to receive credit for their experience. Other applicants may give students the option to receive credit.

8. Funding & Dates, Use of Funds, Awards, Private Match Requirement & Match Guidance

Funding & Dates: The State's approved biennial budget which began July 1, 2013, includes spending authority for the Board of Regents cooperative education and internship program. Casino licensing fees will fund the initiative. Approximately \$13 million is available in state fiscal years 2014-15 to fund awards for applicants that address workforce problems using relevant and sustainable internship and co-op programs throughout the state. Awarded activities and terms of projects will be from Spring Semester, 2014 through Spring Semester, 2016. One half of awarded funds will be disbursed to institutions of higher education during the Spring Semester 2014, so that grantees can start their pre-placement activities for Summer Semester, 2014. Placements will occur each semester starting Summer Semester, 2014 and through Spring Semester, 2016. The second half of the awarded funds will be disbursed during Spring Semester, 2015.

Use of Funds: The funds will support the activities and needs for creation and/or expansion of high quality, relevant academic programs that utilize an intensive, sustainable cooperative education or internship program for students at institutions of higher education to address a workforce opportunity in a JobsOhio region and industry. The following percentage allocations were informed by proposals developed in the first round of Ohio Means Internships and Co-ops (OMIC) grants.

At least 52% of awarded funds should be used by institutions of higher education to build capacity for, relevance of, and sustainability of internships and co-op programs. Directing a higher percentage of award money to the institution of higher education will allow for investments in capability and capacity to ensure that the two main goals of the program are accomplished – sustainability and relevancy.

Institutions of higher education may use no more than 40% of the award to match wages of business partners. It is preferred to use award money to award scholarships to students working as interns or co-ops. This could be as a part of or in addition to student wages for work. Scholarships should be awarded to students directly by the institution via normal student account management processes.

Awarded money is not to be used by institutions of higher education or businesses as replacement funding for existing student scholarships or costs associated with existing programs or operations. All

awarded money should be used in an additive manner to expand existing programs or create new programs. Businesses may not use money from OMIC and the Third Frontier Internship Program for the same intern at the same time.

No more than 8% of the total request should be for indirect costs associated with the institution of higher education. Indirect costs represent the expenses of operations that are not readily identified with a particular grant, contract, project function or activity, but are necessary for the general operation of the organization and the conduct of activities it performs. For example, costs for things like heat, light, and accounting could be attributed to indirect costs at the institution of higher education.

Awards: The minimum amount of funding available is \$100,000 and the maximum is \$1 million. Note that the request is for a two-year funding cycle starting Spring Semester, 2014, and continuing through Spring Semester, 2016. Requests for funds should fall within the previously stated minimum and maximum amounts for the entire two-year period. The lead applicant will then administer funds for all other partner applicants with reporting from all partners rolling up to the lead. First year awards (one half of the award) will be disbursed to institutions of higher education during Spring Semester, 2014, for pre-placement activities to allow placements to begin Summer Semester, 2014 and continue through Spring Semester, 2016. The second half of the award will be disbursed sometime during Spring Semester, 2015.

Award Recommendations: The Chancellor, after considering the recommendations of internal and external reviewers and after informing the Advisory Committee, shall make the final determination about which proposals, if any, shall be recommended for funding to the Controlling Board. The Chancellor shall determine the amount of recommended funding for each applicant and the nature of any conditions on funding. All recommendations of the Chancellor are subject to Controlling Board approval. If requested, Lead Applicants must attend the Controlling Board meeting when proposals are considered for funding. All Lead Applicants will be notified of the outcome of their proposal after the Chancellor makes funding decisions.

Private Match Requirement: A match commitment of private (non-public) funds equal to at least 100% for undergraduate students and 150% for graduate students of the requested money is required by the Ohio Revised Code, 3333.74. Teams are encouraged to obtain greater than the required private match to support for their efforts. **No match waiver requests will be considered in whole or in part.**

Match Guidance: Applicants are required to meet the match requirements in the form of private (non-public) funds. Applicants are to use match projections when applying. **Match must be met at least at 100% for undergraduate student placements and at least at 150% for graduate student placements.** Public money cannot be used to meet the 100% or 150% match requirement. All match money must be documented in required periodic reporting which is described later. Generally, match money will be in the form of wages paid to student co-ops and interns by the businesses. However, other direct costs associated with the businesses for the specific purposes of this grant could include:

- Salaries or wages of private business employees for time spent working specifically on the objectives of the grant.
- Other private business employee fringe benefits allocable on direct labor costs described above.
- Consultant services contracted by the business to accomplish specific grant/contract objectives.
- Travel by employees of the private business who are working on the grant for travel related to the grant.
- Materials, supplies and equipment purchased directly for use on this grant.
- Communication costs identifiable specifically for this grant.

The following types of funds are not allowed to meet the match requirement:

- Funds awarded by the Board of Regents for this program.
- Funds pledged or awarded as match for any other purpose or project.
- Funds spent or obligated prior to the start of the grant period for this program.
- Funds from public sources.

9. Evaluation & Application Scoring Criteria – Sustainability & Relevancy

The following ten criteria related to Sustainability & Relevancy will be used to score each application as long as the format and submission instructions are met (see later).

Criteria – 100 points Each element is worth zero to ten points on a sliding scale.	Not Indicated in Proposal or Not Met – 0 pts.	Met to a Small Degree – 1-4 pts.; Met to a Moderate Degree – 5-8 pts.; Met to a Great Degree – 9-10 pts.	Notes
Relevancy			
1. How is the institution building partnerships with private companies to address emerging workforce needs? (500 words)			Demonstrate engagement with evidence of business support including small-medium size businesses
2. What steps will be taken to assist faculty with program development to ensure relevancy in the curriculum? (500 words)			Describe institutional faculty support & integration of student experiences with curricular development
3. How is the proposal integrated into the strengths of the regional economy? (500 words)			Describe connections to NGOs and other stakeholders, engagement with business, data use
4. What steps will the institution take to regularly assess and improve student learning outcomes? (500 words)			Describe actions, materials, and processes used to assess student learning

5. How will work-based learning opportunities be integrated into students' academic programs to bridge to their career goals? (500 words)			Describe student advising activities, use of data & analysis, & integration of discoveries with student development
Sustainability			
1. What is your financial plan and budget to support the program beyond the grant period? (500 words)			Present 3-5 years financial projections and sources of funds
2. What program assessment actions will be taken to improve and grow learning outcomes for students, business participation, and overall program success? (500 words)			Describe the nature, type and analysis, of the data and how this information may guide decisions
3. What are the plans to support the program through infrastructure, advising and data management? (500 words)			Describe the financial resources, and incorporation of work into institutional systems
4. How will the institution develop and sustain its faculty engagement? (500 words)			Describe and provide examples of training and faculty support
5. How will the institution develop and sustain its capacities in job development, and business participation (500 words)			Provide examples of job development strategies and assessment of business participation

10. Proposal Contents & Page Limits, Format & Submission Instructions

Contents & Page Limits: This application is designed to furnish detailed information regarding a proposed project. Additional information may be requested. All information submitted in response to this RFP is public information unless a statutory exception exists that exempts it from public release. Applications that are poorly formatted or submitted, incomplete or otherwise determined to not meet the format and submission guidelines may be removed from the pool for review.

Contents should be arranged in the following order and be at or less than the noted length:

1. **Application Cover Page & Program Snapshot (see Exhibits)** – Use as many additional pages for partners information as needed
2. **Abstract** – One page or less

3. **Proposed Program Narrative** – Up to ten pages in the order of and addressing each of the ten questions in 500 words or less in the evaluation rubric in Section 9.
4. **Budget Narrative** - Provide a one page explanation of the costs for both the state funds requested and the matching funds and explain how spending is broken down by all team members.
5. **Appendices**
 - a. **Budget** – Use the form provided in Exhibits. The budget should be consistent with the overall Proposed Program & Budget Narrative. Applicants may submit a separate budget spreadsheet for each partner in the application as long as a total project budget is included.
 - b. **Business Partners Snapshot** – Use the form provided in Exhibits to list your employer partners and their placement and wage commitments.
 - c. **Letters of Commitment from all Business and Other Partners** – One page each. Briefly state the nature and duration of the collaboration and the resources, both financial and nonfinancial, the partner is committing to the proposal.
 - d. **Additional Items** – Highly relevant and brief (one to two pages each at most). These documents should include bios of key staff and samples related to program recruitment, orientation, training, program policies and procedures, position descriptions, performance management/evaluation system, feedback loop, organizational chart, professional development and company/community culture activities, and housing arrangements if provided.

Format:

1. One PDF (including proposal and all appendices) in 11 point Arial font with normal margins, single line spaced on 8.5 x 11-inch paper. In the footer all pages must be numbered consecutively using the format 'page x of y' (e.g., page 3 of 10) with the lead applicant name. Consecutive page numbering applies to all pages of the proposal including the appendices.
2. In addition to including the Cover Page & Program Snapshot, Budget, and Business Partners Snapshot within your PDF, submit each one as a tab in a separate Excel workbook when you submit your PDF via email. Submit a total of two attachments – one complete PDF with all required sections plus one Excel workbook with three tabs: Cover Page & Program Snapshot, Budget, and Business Partners Snapshot). The Excel workbook can be found at <https://www.ohiohighered.org/grants>.

Submission Instructions: Attach one PDF of the entire proposal and the one Excel workbook with three tabs to an email and send to Zach Waymer, Director, Experiential Learning & Outreach, at zwaymer@regents.state.oh.us with 'OMIC RFP Response – [Name of Lead Applicant]' in the subject line by **November 18, 2013**.

11. Award Structure & Agreement

All recommendations for awards by the Chancellor will be approved by the Controlling Board and can be used for Spring Semester, 2014 through Spring Semester, 2016. Award preparation and execution will be based on the proposals submitted during the course of the RFP process including any modifications and conditions agreed to by the Chancellor and Applicant/s and within the proposal budget. The Agreement will remain in effect for the duration of the project plus an additional reporting period during which reports are required to be submitted. The Chancellor will prepare Agreements that will be sent to Applicants for review and signature. The Awardee is required to complete the project as described. The Chancellor must approve any subsequent changes to the Agreement in advance and in writing. The Chancellor may require a state institution of higher education that violates the terms of its Agreement to repay the award plus interest at the rate required by the State.

12. Reporting Requirements

The Board of Regents will monitor each initiative for which an award is granted to ensure that there is fiscal accountability, operating progress and that the desired outcomes are achieved. Regular reports will be required from all Awardees through a standard reporting template or system. All Awardees will submit the required data and metrics, expenditures and one page briefings of project milestones and success stories. The following annual reporting schedule is subject to change:

1. Summer Semester Metrics & 3rd Quarter Fiscal Report – Due Nov. 1
2. Fall Semester Metrics & 4th Quarter Fiscal Report – Due Feb. 1
3. First Quarter Fiscal Report – Due May 1
4. Spring Semester Metrics & 2nd Quarter Fiscal Report – Due August 1

Metrics and financials to be collected and reported will include:

1. Quarterly Fiscal Report (based on approved budget)
2. Description of activities and achievements
3. Number of placements
4. Number and names of business partners
5. Demographic data such as race, sex, and residency status
6. College majors, student level/rank
7. Graduation rates
8. Number of participating students entering graduate school, workforce, remaining in Ohio, average starting salary, and Choose Ohio First scholar participation
9. Additional narrative questions – For example:
 - a. How are you engaging businesses, faculty, and students with your awarded co-op and internship program?
 - b. What are you doing to build capability and capacity for the future sustainability of your program?
 - c. Describe the activities and use of regional partnerships to support the program.

13. Legal Notice & Disclaimers; Obligations to Local, State & Federal Governments

The Chancellor reserves the right to fund any proposal in full or in part, to request or use additional information to assist in the review process, to require new proposals from interested parties, to reject any or all proposals responding to this RFP, or to re-issue, modify or cancel the RFP if it is determined that it is in the best interests of the State of Ohio. Issuing this RFP does not bind the State to making an award. The Chancellor administers the process. The Chancellor reserves the right to adjust the dates for this process for whatever reasons are deemed appropriate. All costs incurred in preparation of a proposal shall be borne by the applicants and are not recoverable under an award. The funding decisions of the Chancellor are final. Lead Applicants will be notified of the outcome of their application/s at the conclusion of the review process.

The applicants understand that the information provided in this RFP is intended solely to assist in the proposal submission process. To the best of the Chancellor's knowledge, the information provided is accurate; however, the Chancellor does not warrant such accuracy and any errors or omissions subsequently determined will not be construed as a basis for invalidating this RFP. Interested parties bear the sole responsibility of obtaining the necessary information to submit a qualifying proposal. By submitting a proposal, applicants expressly agree to these terms.

Obligations to Local, State & Federal Governments: Agreements will require Awardees to comply with all applicable federal, state and local laws in the performance of the project. Awardees must accept full responsibility for payments of all unemployment compensation, insurance premiums, workers' compensation premiums, income tax deductions, social security deductions and any and all other payroll deductions required for all employees engaged by the Awardees on the performance of the work authorized by the grant agreement.

Awardees will be required to certify in the Agreement that they do not owe any delinquent taxes or money to the state or a political subdivision of the state whether the amounts owed are being contested in a court of law or not.

14. Program Advisory Committee

The Advisory Committee members are appointed by the Governor, the Speaker of the Ohio House of Representatives and the President of the Ohio Senate. The Director of the Department of Development or their designee serves *ex officio*. Representatives from the General Assembly, private industry, academia and the public constitute the body. The committee provides input to the Chancellor about the identified growing industries and: prior to issuing the RFP; while the Chancellor is reviewing applications but before making awards; and after making award decisions but before submitting them to the Controlling Board for approval.

15. Resources and Additional Information

Resources and additional information for this RFP will be made available at <http://www.ohiohighered.org/grants>.

Questions and comments should be directed to Zach Waymer, Director of Experiential Learning & Outreach email at zwaymer@regents.state.oh.us with the subject 'OMIC RFP Inquiry'.

Exhibits follow pages 13-15.

16. Exhibits (All forms found at <https://www.ohiohighered.org/grants>)

A. Cover Page & Program Snapshot

<u>Name of Lead Institution (only one)</u>	
Project Start Date	
Interns and/or Co-ops Start Date	
Primary Contact - Individual must be authorized to sign grant contract and legally responsible as representative.	Name, title, address, telephone & email
President/CEO Name	
Project Director/s	Name, title, address, telephone & email
Are any of the applicants represented by a member of the Advisory Committee? See list at https://www.ohiohighered.org/sites/ohiohighered.org/files/uploads/omi/2013-14_CEIA.pdf	Name/s
1) <u>Certification by Authorized Official:</u>	
To the best of my knowledge and belief, the information contained in this application is true and correct. The document has been duly authorized to comply with the required assurances.	
Signature of Authorized Official	
Typed Name and Title	
Date	
2) <u>Administering Entity:</u>	
Contact Person	
Title	
Address	
Email	
3) <u>Business Partners (please submit separate information for each partner)</u>	
Company Name	
Contact Person	
Title	
Address	
Email	
4) <u>Educational Partners (please submit separate information for each partner)</u>	
Institution Name	
Contact Person	
Title	
Address	
Email	

Form continues next page.

5) Other Partners (please submit separate information for each partner)

Institution Name									
Contact Person									
Title									
Address									
Email									
<u>Program Snapshot</u>							<u>Name, Number or Amount</u>		
JobsOhio key industry/ies – please list									
JobsOhio region									
Amount of state money requested							\$		
Required match money committed (100% undergrad & 150% grad programs)							\$		
Total state money requested divided by number of co-ops or internships created (in whole dollars)							\$		
Total match money obtained divided by number of co-ops/internships created (in whole dollars)							\$		
Total money (state plus match) divided by number of co-ops/internships created (in whole dollars)							\$		
Number of business partners									
Number of education partners									
Number of other partners									
<i>Add numeric value to each field below</i>									
	<u>TOTAL</u>	<u>Wages</u>	<u>Scholarships</u>	<u>Both wages & scholarships</u>	<u>For credit</u>	<u>Not for credit</u>	<u>Required</u>	<u>Optional</u>	<u>Transcripted (all)</u>
<u>Internships created (proposed)</u>	<i>Example 100</i>	100	0	0	50	50	0	100	100
<u>Co-ops created (proposed)</u>	50	0	0	50	50	0	50	0	50
<u>TOTALS</u>	150	100	0	50	100	50	50	100	150

Additional forms found next page.

B. Budget

Activity	Total	Regents Funds	Business Funds*	Applicant Funds	Education Partner Funds	Name of Education Partners	Other Partner Funds	Name of Other Partners
Personnel								
Supplies								
Purchased Services								
Travel								
Scholarships								
Employer Salaries								
Other Employer Contributions								
Other (Describe)								
Subtotal								
Indirect Costs 8% or less								
TOTAL								

*Equal to or greater than 100% of requested state money for undergrad programs and 150% for grad programs.

C. Business Partners

Employer Name	Total Intern & Co-op Wages	# of Intern Positions	# of Co-op Positions	Amount of Other Employer Contributions
Total # of Employers Goes Here	Total Wage Commitment Goes Here	Total Number of Positions Goes Here	Total Number of Positions Goes Here	Total Amount of Other Employer Contributions Goes Here