REQUEST FOR INFORMATION (RFI)

PROGRAMMES TO BUILD THE CAPACITY OF SCHOOL-BASED EDUCATORS

The SADTU Curtis Nkondo Professional Development Institute (SCNPDI), an organ of the South African Democratic Teachers Union (SADTU), has been established to coordinate professional development activities for teachers and school managers. The establishment of the Institute is part of SADTU's commitment to the overall strategy of human capital development through education improvement.

The purpose of the Institute is to contribute to the national professional development initiatives spearheaded by SADTU in collaboration with the Departments of Basic Education and Higher Education and Training. The Institute will thus collaborate with Government and partner with various professional organisations to support the further professional development of school managers and teachers, with the aim of supporting the national objective of improving learner performance. The mission of the Institute is to mobilise educators to play more active roles in their professional development through communities of practice, self-directed lifelong learning and other forms of capacity building, in partnership with universities, NGOs and individuals with interest in the professional development of educators.

This RFI invites information and/or formal expressions of interest from organisations using innovative and tested approaches who would like to partner with the Institute in building the capacity of school-based educators. The Institute is particularly interested in approaches that have demonstrated promising results in improving learner outcomes by building teacher effectiveness and strengthening classroom and school management practices. The Institute wishes to partner in the implementation of key initiatives that can be replicated, expanded and extended into self-sustaining, multi-year professional development activities.

The Institute's initial focus will be on the following priority areas of professional development: Numeracy, maths, languages and science subjects; management and leadership development; and values, ethics and professionalization of the teaching occupation.

JET Education Services has been contracted by SADTU to provide technical and project management services to the Institute. Interested organisations should download submission guidelines from www.jet.org.za or send questions to PDinformation@jet.org.za. Closing date: 5 October 2011.

GUIDELINES FOR THE SUBMISSION OF INFORMATION
SADTU Curtis Nkondo Professional Development Institute

1   Submission and Feedback Process

The Institute will review the information submitted and contact organisations that have promising approaches and programmes for further discussion.

Applicants must first submit a concept paper of not more than six pages to JET Education Services using the email address provided below. If approved by the Technical Evaluation Committee, applicants will be invited to submit a full proposal and further engage with the Evaluation Committee.

The closing date for the submission of information is **05 October 2011, 16h:00.**

2   Submission of Information

Interested organisations are invited to submit a concept paper in line with the guidelines provided in this document. The preferred delivery method is electronically via email to **PDinformation@jet.org.za** .

- The subject line of each email must include the following: SCNPDI.
- The email should bear the full name of the submitting institution and contact details.
- The concept paper should be attached to the email.
- Attachments (1MB limit per email) must be compatible with MS Word, Excel, or Adobe Acrobat in an MS Windows environment.

3   Concept Paper Instructions

The concept paper is limited to six (6) pages, and must include the following information:

A. Cover Page:

a. Name and address of organisation;

b. Type of organisation (e.g.,for-profit, non-profit, university, etc.);

e. Province and region covered or targeted;

c. Contact point (lead contact name, relevant telephone number and e-mail address);

d. Signature of authorised representative of the organisation.

B. Technical Information:

a. Concise title and objective of programme, project or approach;

b. This section includes two parts – i) a description of current programme or project activities and accomplishments; and ii) a description of the proposed partnership.

i. Description of existing programme:
- Objectives and strategy;
- Assumptions about how the programme does or will bring about sustainable change;
- Method of implementation: activities, timeline, costs and indicators of success;
- Technical and administrative capabilities.

ii. Description of proposed program:
- Vision and strategy for the partnership with the SCNPDI;
- Possible partnerships, consortia or coalitions for achieving the proposed programme;
- Financial or in-kind contribution to the partnership with the SCNPDI;
- Estimated reach in terms of teachers and school managers.

4   Concept Paper Evaluation Criteria
Concept papers will be evaluated based on the extent to which they convincingly address:

a. *Innovation and impact*. The proposed programme demonstrates an innovative approach to building teacher effectiveness and strengthening classroom and school management.

b. *Track record of success*. The organisation can show that past interventions and activities have been implemented with positive outcomes.

c. *Case for expansion.* The organisation demonstrates a clear vision for growth and the potential for scale.

d. *Organisational capacity*. The organisation possesses the requisite capacity/capability to implement the activities efficiently and effectively;

e. *Technical merit* – The organisation demonstrates understanding of education theory and policy and clarity of the programming aspects.

f. *Evidence of success or potential for success*. Objectively verifiable evidence is presented to indicate the impact of the approach, programme or project in terms of systems improvement, teacher/manager effectiveness or learner performance.