

Coordinating Board for Higher Education

September 13, 2023

Tab 14 Attachment A

## FY 2025 MoExcels Request for Proposals



### MoExcels

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The Missouri Department of Higher Education and Workforce Development (MDHEWD) is pleased to provide this MoExcels Request for Proposals (RFP). We look forward to receiving your submissions. Please send questions and submissions to the Reimbursements inbox at [Reimbursements@dhewd.mo.gov](mailto:Reimbursements@dhewd.mo.gov).

## Background Information

MoExcels funding will facilitate development and expansion of employer-driven education and training programs, including entrepreneurship, to increase educational attainment and career opportunities for populations historically underserved by higher education. Funding recommended through MoExcels, if appropriated, will be available for a single fiscal year. If full funding of a project requires a multi-year phase-in, each year's funding should stand on its own in the event that funds are not appropriated in subsequent years. A core funding increase may be requested after the third year in which a funded project achieves its performance goals.

## General Information

**Purpose.** MoExcels awards will fund projects that allow institutions to reach and serve new populations and to enhance support for underrepresented students in order to give individuals the opportunity to train for entrepreneurship and other in-demand occupations.

**Who May Seek Funding.** Proposals may be submitted by individual institutions or consortia of institutions. Only public institutions of higher education, including community colleges, State Technical College, and public universities, may submit proposals.

**Allowable Activities.** Funds appropriated through MoExcels may be used for outreach and recruitment efforts, student support services, professional and curriculum development, renovation of classroom space, and the purchase of equipment. Institutions may request reimbursement for other purposes, but those requests must be submitted in writing by June 16, 2023. MDHEWD will provide a written determination to those requests by June 21, 2023. A copy of all approved requests must accompany the submitted application. Funds will not be approved to pay students' tuition, fees, or other expenses.

**Match.** All proposals must include a match to cover a substantial portion of the cost of the new or expanded program, with a match of at least half being strongly preferred. Matching funds may be in-kind contributions but may not include the cost of staff time from the institution(s) proposing the project. The match can be provided by the institution; an organization; an individual; a local, state, or federal agency; or a grant. Institutions may not use special project appropriations from the General Assembly, such as capital appropriations. While the match does not have to be in-hand, it must be firmly committed and documented.

**Funding.** Funding will be released as a reimbursement to institutions for project expenditures. Institutions must submit the MoExcels Reimbursement Form and supply copies of all invoices to MDHEWD to receive reimbursement.

**Performance and Project Reporting.** Funding recipients must report on performance on October 30, January 30, April 30, and June 30 each year until the program has achieved its objectives. MDHEWD may invite grant recipients engaging in similar activities to meet periodically to provide updates, identify best practices, problem-solve, and celebrate successes.

## Proposal Requirements

Applicants must complete the MoExcels application form. You do not need to submit any additional documents unless you are asked to do so by the review committee.

## Timeline

- May 4, 2023:** Call for proposals issued
- June 16, 2023:** 5:00 p.m.: Deadline to request approval to fund expenses other than outreach and recruitment efforts, student support services, professional and curriculum development, renovation of classroom space, and the purchase of equipment. Requests should be sent to [Reimbursements@dhewd.mo.gov](mailto:Reimbursements@dhewd.mo.gov)
- June 21, 2023:** Institutions notified of determination regarding other fund requests
- July 3, 2023:** 5:00 p.m.: Deadline to submit proposals to [Reimbursements@dhewd.mo.gov](mailto:Reimbursements@dhewd.mo.gov)
- September 13, 2023:** Recommendations presented to the Coordinating Board for Higher Education

## Review and Award Process

Proposals will be scored by a committee comprised of staff from MDHEWD and the Department of Economic Development. The committee will score proposals based on a standardized rubric (attached). The committee's recommendations will be conveyed to the Coordinating Board for Higher Education, which will make final ranking and funding recommendations to the Governor.

## **Funding**

MDHEWD reserves the right to recommend funding for a project in whole or in part, to request additional information, to reject any of the proposals submitted, and to re-issue this RFP and accept new proposals if the review committee determines that doing so is in the best interest of the state of Missouri. In the event that available funds exceed the total amount requested by all institutions, MDHEWD may invite institutions to submit requests for additional funding.

All costs incurred in preparation of proposals submitted in response to this RFP shall be borne by the institutions that apply for funding.