



**THE LANGUAGE FLAGSHIP**

*Creating Global Professionals*

2018 Request for Proposal for The Language Flagship  
Technology Innovation Center

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**RFP Questions and Answers**

**Q: Is there a preference for the organization of the 25-page proposal narrative?**

A: It is helpful to panel reviewers to order the proposal narrative in accordance with the evaluation criteria so that during the review process they can follow along and review in an organized way.

The RFP instructions indicate that the proposal narrative should outline a clear implementation plan. The plan must include the vision of the Flagship Technology Innovation Center, a detailed work plan, a description of methods and approaches to technology to improve language instruction and outcomes, identification of individuals and resources to support the proposed Center, a clear explanation of the position of the proposed Center within the University's administrative structure (including clear reporting lines from project through university leadership levels) and a timeline of activities and major outcomes.

**Q: What qualifications are you looking at for the key personnel? Tech skills? Administration experience? Language Teaching experience? Research on relevant topics?**

A: Key personnel should be experienced with and capable of managing complex projects and have leadership experience. As stated in the RFP, expertise of the proposed team should be clearly demonstrated especially in the areas of the design and implementation of learning management systems, curriculum, blended learning, technology-based learning, adaptive learning technologies, pedagogy and evaluation.



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**Q: Is the adequate staff you are looking at supported by the funding or should be currently existing?**

A: The staff does not have to be currently employed at the university. You should make sure that each staff person is indicated in the budget and budget narrative, and their role on the project is clearly explained.

**Q: What is the desired communication pathway between the technology center, American Councils (as it relates to Capstone), and the Flagships?**

A: The Flagship Technology Innovation Center is intended to be a hub to facilitate the integration of technology in language learning at US domestic Flagships and with the overseas Flagship capstone programs. For this reason, it is expected that the Center will work closely with domestic Flagships as well as overseas providers such as American Councils.

**Q: How many events would be adequate to host?**

A: There is not currently a specific number of events required. However, fostering collaboration is an aim of the Center, and therefore events are allowable as long as they are detailed in the statement of work, budget, and narrative, and have a clear and direct benefit to Flagship.

**Q: Would the events be for professional development purposes or merely for brainstorming? If the latter, who is supposed to implement the recommendations?**

A: Events could be for different project related purposes, including professional development. Recommendations that come out of Technology Center events would be reviewed and decisions made by NSEP and IIE in close consultation with the Center and key stakeholders. Decisions on implementation will be determined by NSEP and IIE.



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### **Q: Can the grant be used for seed funding?**

A: No, it is not an approved goal of the Technology Center to seed other projects. Guidance and help starting or improving existing technology uses in the language classroom and for students is fine, but no funds should be budgeted to support seeding new projects.

### **Q: For adaptive learning, what are you looking for?**

A: Adaptive learning technologies may be part of a Technology Center proposal but this is not required.