

WEBSITE DEVELOPMENT CONCEPT PAPER REQUEST

*Approximately \$10,000 available. One award to be issued.

*Applicant may request all monies under this category or any portion.

*Concept Paper not to exceed four (4) pages (including cover and budget page).

WEBSITE CONCEPT MUST INCORPORATE A TWO-PART STRATEGY:

- To develop a technological connection between locally identified school districts where StW information and other youth career pathway and decision-making information can be accessed and shared.
- To enhance a sustainable (careerlinks.org) site that incorporates a process which guarantees updated and current StW information for staff and students.

I. PROJECT CONCEPT:

A. Project description to include scope, goals, and outcomes.

B. Project deliverables:

- Address how you envision this project as a sustainability component for the StW effort in the Yakima Valley.
- Work Plan describing proposed tasks, services, and activities necessary to accomplish the project outcomes.
- Schedule indicating timeline when elements of work will be completed and deliverables provided. Completion date 9/30/01.
- Individual responsible for completing Quarterly Reports
April 1, 2001 – June 30, 2001
July 1, 2001 – September 30, 2001

II. MANAGEMENT CONCEPT:

Please describe the project team structure. Identify staff who will be assigned to the project, indicating their responsibilities and qualifications.

III. COST CONCEPT:

Using the two budget templates provided, identify projected costs by line item as well as by monthly expenditure timetable. The budget should include staff costs to accomplish the tasks and to produce deliverables.

EVALUATION and AWARD

The Tri-County Youth Council will evaluate Concept Papers and notify successful applicants. Consortium applicants whose concept papers are not selected will be notified via fax or e-mail. Request for a debriefing conference may be made to the Youth Council either by mail, e-mail, or facsimile, within three business days after the unsuccessful applicant is notified. The Youth Council chairman or delegate will issue a decision within five business days.

SUBMISSION of CONCEPT PAPERS

- Applicant must submit two (2) copies of Concept Paper with original signature.
- 12 point font. Packet not to exceed four (4) pages including one (1) cover page, up to two (2) narrative pages, and one (1) budget page.
- Concept Paper can be mailed or hand delivered and must arrive at the Tri-County WDC office by 9:00 a.m. on Monday, March 12, 2001.
120 South 3rd Street Suite 200-A Yakima, WA 98901

*Direct questions to Randy Williamson at 574-1950 or randypw@co.yakima.wa.us.