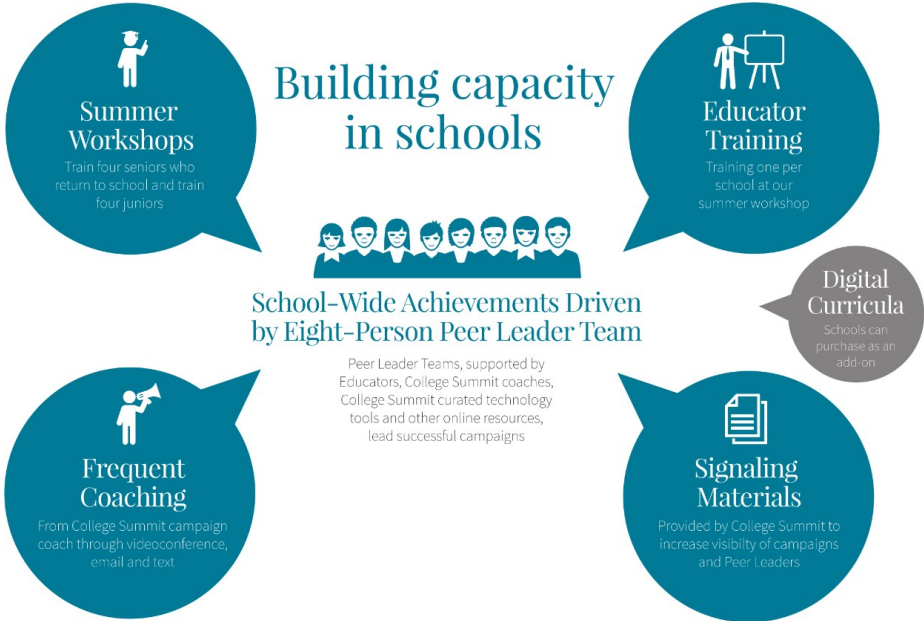
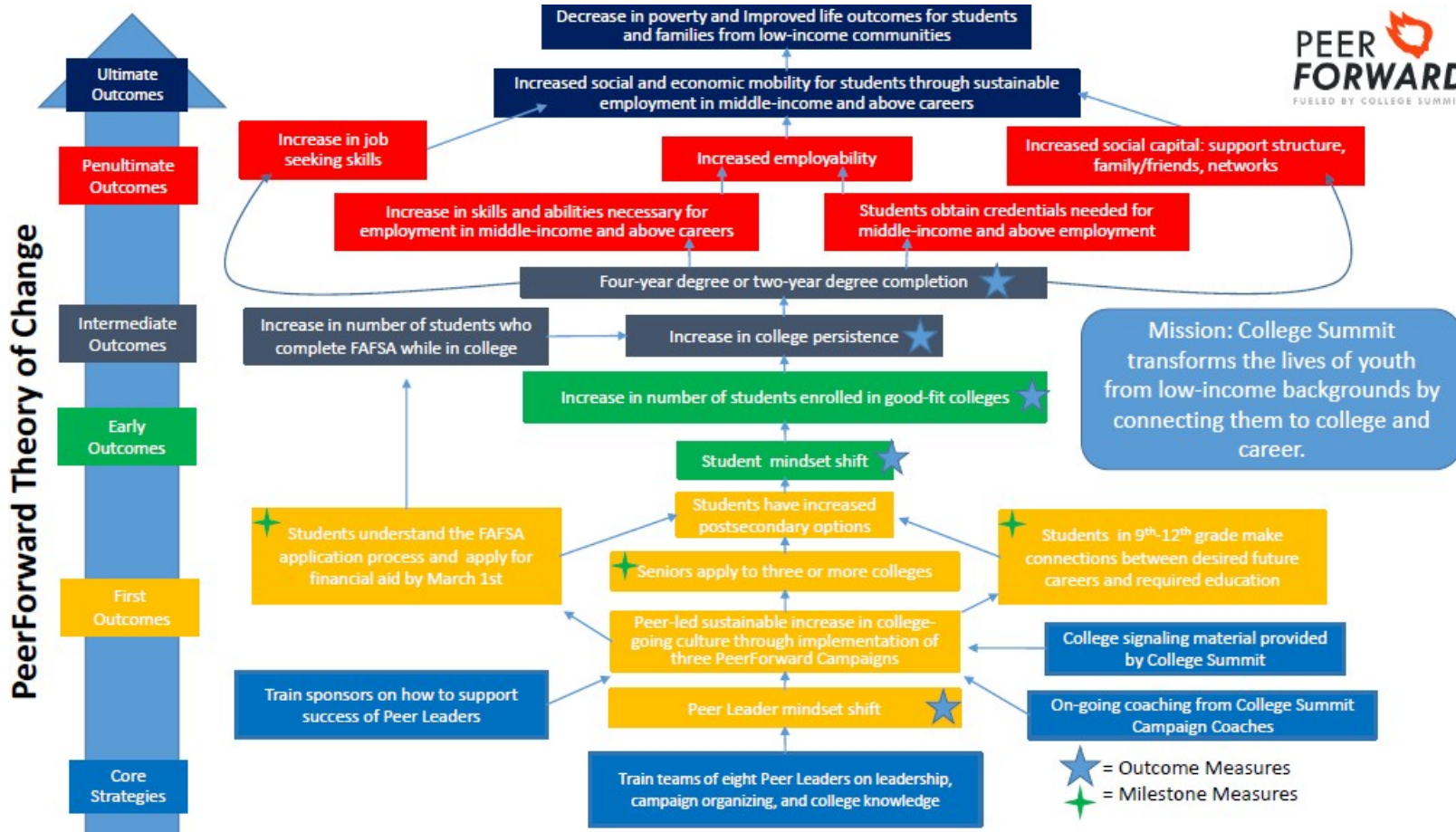


EXHIBIT A - Program Components

The PeerForward program includes a group of integrated components that combine to create impact. These components are described in more detail on pages below.





Peer Leaders

A Peer Leader is the driving force behind student-driven change and the ability to execute campaigns in their schools. These students play a crucial role in creating a movement to address the challenges we see nationally in our school communities.

PeerForward helps its school partners identify four incoming juniors and four incoming seniors per Peer Leader Team. These are influencers – Peer Leaders. Not necessarily high achievers or star athletes, these teens have the respect of their classmates. They are proven to be the most effective ambassadors of the behaviors that lead to college enrollment.

Peer Leaders are equipped with extensive training, resource books, an engaged Advisor from the school's staff, a PeerForward Coaches (PeerForward-certified youth facilitator), and a kit full of compelling in-school signaling and marketing materials to create a college-going culture in their school.

Training Workshop

The PeerForward Training Workshop is a four-day experience designed to train rising 12th grade Peer Leaders to lead change by preparing them to create a college-going culture in their school and enabling them to organize three campaigns throughout the course of the academic year. The juniors on the team attend the workshop the following year.

The campaigns are focused on applying to three or more colleges, early filing for financial aid, and connecting academics to college and career. In addition, the PeerForward Training Workshop is a powerful opportunity for Peer Leaders to connect with as many as twenty-nine other PeerForward teams that will be in attendance.

Throughout the Training Workshop, Peer Leaders participate in sessions that hone in on their intrinsic leadership abilities while strengthening other core leadership skills, such as self-advocacy, problem-solving, and strategic planning.

Peer Leaders achieve the following three goals by the end of their PeerForward Training Workshop:

1. Develop a College Access Portfolio.
2. Earn their Leadership Acknowledgment.
3. Draft a First 30 Days Campaign Plan for the beginning of the year.

At the Training Workshop, Peer Leaders accomplish the following and hone the following skills:

- a. College access skills/accomplishments/knowledge
 - Students will learn personal statement writing strategies and will complete a draft of their personal statement for their college applications.

- Students will engage in a college counseling session and receive a college list created by the college coaching team.
- Students will learn about the college admissions process.
- Students will learn about the FAFSA and about different types of financial aid.
- Students will learn about the importance of postsecondary education, for themselves and their peers.

b. Leadership Skills

- Students will improve both their written and verbal communication skills.
- Students will learn teamwork and team building skills.
- Students will learn problem-solving skills and reflect on obstacles they've overcome (building both problem-solving skills and grit).
- Students will recognize the importance of self-advocacy and will become more confident and capable in advocating for themselves.
- Students will gain an understanding of themselves as leaders and learn how to better inspire and motivate their peers.

c. Campaign skills/knowledge

- Students will learn what a campaign is, and what goes into building a campaign.
- Students will gain knowledge of tools and resources for campaigning.
- Students will learn how to facilitate activities to support their campaigns.
- Students will work with their Advisors to plan the first activity and the first thirty days back at school.
- Students will leave with an understanding of their role as Peer Leaders.

Professional Development for School Advisor

Peer Leaders are not the only group trained at the PeerForward Training Workshop. There is a training track carefully crafted with the needs of the PeerForward Advisor in mind. The Advisor is a staff person the school has designated to coordinate the PeerForward program and guide the Peer Leaders. During the PeerForward Training Workshop, PeerForward Advisors will learn about the significant and exciting role they will play in helping their PeerForward teams carry out each campaign. Advisors will also observe and participate in key sessions and activities with their students and begin school year campaign planning together as a team.

Advisors will receive training and professional development on how to engage their Peer Leaders and effectively utilize the Advisor Playbook, PeerForward Toolkit materials, and other resources.

The goals for Advisors to achieve at the end of their PeerForward Training Workshop Advisor Training are outlined below.

Advisors achieve the following three goals by the end of their PeerForward Training Workshop:

1. Understand their role and responsibilities as a PeerForward Advisor.
2. Make the connection between the Peer Leader experience and how Advisors are to support them throughout the year (through the art of leading from behind).
3. Draft a First 30 Days Campaign Plan alongside their Peer Leaders.

At the Training Workshop, Advisors accomplish the following and hone the following skills:

- a. Understand role and responsibilities as a PeerForward Advisor
 - Advisors will learn more about their role, responsibilities, and expectations.
 - Advisors will review the school year calendar of scheduled meetings, activities, and events as part of the PeerForward program.
 - Advisors will review the support structure provided by PeerForward Coaches and gain an understanding of how these Coaches will provide ongoing virtual supports to both Advisors and PeerForward teams.
 - Advisors will review the Roles and Responsibilities Agreement.
- b. Make the connection between the Peer Leader experience and how Advisors are to support them throughout the year
 - Advisors will receive an overview of the PeerForward Training Workshop experience.
 - Advisors will participate in the Welcome and Orientation with Peer Leaders.
 - Advisors will participate in the Tower of Power activity with Peer Leaders, which is designed to teach students about financial aid and self-advocacy.
 - Advisor will participate in a session with the Writing Coach Coordinator and learn how to facilitate writing sessions with students.
 - Advisors will participate in all Great Review sessions to help determine a best fit college list and receive feedback from the College Coach and Writing Coach on their Peer Leaders observed leadership strengths and areas of growth.
 - Advisors will participate in a session with the Director of College Coaching on college choice.
 - Advisors will celebrate and acknowledge Peer Leaders during the Banquet and Closing Ceremony events.
- c. Draft a campaign plan alongside their Peer Leaders
 - Advisors will participate in the “What is a Campaign” session.
 - Advisors will work with Peer Leaders during campaign planning sessions to draft a First 30 Days Campaign Plan for the beginning of the school year.
 - Advisors will learn how social media and other technology tools can help promote campaigns.

PeerForward Coaching

The PeerForward Coach is a full-time PeerForward staff person who trains and motivates PeerForward teams (Peer Leaders and Advisors) to lead three campaigns during the school year that focus on applying to three or more colleges, early filing for financial aid, and connecting academics to college and career. This coaching takes place through regular Team Huddles, the PeerForward Training Workshop, and Fall and Spring Training Camps.

The school’s Advisor and Peer Leaders will receive frequent coaching from a PeerForward Coach starting at the Training Workshop and continuing throughout the academic year during school visits, and regular check-ins by videoconference, email, text and phone.

The following page lists the PeerForward Coach Support Calendar and information about the regular Huddles that keep program implementation on track

Support Event	Participant	Dates
PeerForward Training Workshop	PeerForward Coach, PeerForward Advisor(s), and four rising 12th grade Peer Leaders	
Goal-Setting Meeting	Principal, PeerForward Advisor, PeerForward Coach and Team Captain	September
PeerForward Team Huddles	PeerForward Coach and PeerForward Team (PeerForward Advisor and eight Peer Leaders)	September-May
PeerForward Advisor Huddles	PeerForward Coach and PeerForward Advisor	September-May
Fall Training Camp	PeerForward Coach, PeerForward Advisor, and Peer Leader team	October (Occurs within approximately the first 12 weeks of the semester)
Mid-Year Meeting	Principal, PeerForward Advisor, and PeerForward Coach	January or February
Spring Training Camp	PeerForward Coach, PeerForward Advisor, Peer Leader team	Held in January, February or March
End of the Year Review Meeting	Principal, PeerForward Advisor, PeerForward Coach and Team Captain	Held in April, May, or June (Typically held in conjunction with school orientation for subsequent year)

Huddles

Regular check-ins with the PeerForward Coach, designed to provide programmatic support by sharing best practices and resources and to allow the PeerForward Coach to receive programmatic updates.

PeerForward Team Huddle (45 minutes)

The PeerForward Team Huddle is a monthly videoconference call between the PeerForward Coach, the PeerForward Advisor, and the Peer Leaders. The objectives of the Team Huddle are to promote team building, to enhance self-advocacy, to encourage the demonstration of leadership skills, and to continue to motivate the team for success around the implementation of campaigns.

PeerForward Advisor Huddle (60 minutes)

The PeerForward Advisor Huddle is a support call that occurs two times per month between the PeerForward Coach and the PeerForward Advisor. The objectives of the Advisor Huddle are to ensure a well-organized program implementation plan is in place, to share

best practices for program implementation, to allow the PeerForward Coach to gain insight on program dynamics, and to receive feedback on the progress of the three campaigns.

Training Camps

One-day sessions that occur in the fall and spring of each year designed to help the PeerForward Team stay focused and motivated by participating in team building and campaign building refresher activities. These sessions are facilitated by your PeerForward Coach in person, either at the high school or a neighboring facility.

PeerForward Mid-Year Meeting

A meeting that typically convenes in January and February between the PeerForward Coach, the school principal, and the PeerForward Advisor. The meeting is designed to provide an opportunity for the PeerForward Coach to share updates regarding the three postsecondary planning campaigns and progress towards the goals identified in the fall. The review typically includes a review of campaign-related data such as FAFSA completions, campaign challenges and successes, and a discussion to collectively identify a path forward for the team to meet their campaign goals.

PeerForward Peer Leader Playbook

A guide that contains all the resources and tools that the PeerForward Team needs to organize their three campaigns. The Playbook includes campaign planning activities, sample events for the school, as well as templates, trackers, and other campaign planning resources.

PeerForward Toolkit

Each PeerForward Team will receive a toolkit at the beginning of the school year. This Toolkit is filled with resources and visual materials that will prepare the Team for success in promoting and executing their campaigns, as well as building a college-going culture across their entire school community.

The Toolkit contains t-shirts and banners and campaign-specific items including posters, stickers, pennants, Peer Leader medallions for seniors and other visual items to drive the goals of each campaign. Team members will also receive their Student Playbook, which provides teambuilding and campaign planning activities, as well as campaign-specific events to organize throughout the year.

Through use of the PeerForward Toolkit, teams will have access to additional resources, so they can effectively message their campaigns and reach their campaign goals.

Digital Curriculum

The PeerForward Digital Curriculum for students in the 9th through 12th grades is offered in a flexible, topically-organized modular format that gives teachers access to lessons to support

students in any high school grade to attain key learnings and complete college preparation milestones. Lessons can be delivered in a classroom setting, with afterschool groups, or one-on-one. The Digital Curriculum is updated no less than annually. It includes the most up to date timelines for college-going, such as submission dates for the FAFSA. Additionally, the Digital Curriculum is aligned with the American School Counselor Association National Standards for School Counseling programs as well as with Common Core standards.

Technology Tools

PeerForward curates and maintains www.LinkForward.org, developed through a partnership with the Bill & Melinda Gates Foundation and Facebook. LinkForward is a one-stop destination for online tools and mobile apps that inform and coach students and their families through the college application process. These web and mobile apps represent the best student-tested free, or near-free, college access technology supports. Peer Leaders are trained to use these apps and share them throughout the school. PeerForward also provides an optional digital curriculum with college access lesson plans for grades 9- 12.

School Year Operational Calendar

The following page provides the School Year Operational Calendar that visually depicts the timeline for implementation of the PeerForward program.

School Year Operational Calendar

PROGRAM EVENTS	SET UP			TRAINING		IMPLEMENTATION								
	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY
CAMPAIGN: Applications to 3+ Colleges/Universities *														
CAMPAIGN: Early FAFSA Completion *														
CAMPAIGN: Connecting Academics to College and Career *														
School Orientation Meeting <i>(Principal/Advisor/ PeerForward Coach)</i>														
Peer Leader & Advisor Recruitment <i>(Principal/Advisor/Peerforward Coach)</i>														
Training Workshop Preparation <i>(Advisor and PeerForward Coach)</i>														
Training Workshop <i>(Advisors and 12th grade Peer Leaders)</i>														
Goal Setting Meeting <i>(Principal/Advisor/Captain/Coach)</i>														
Virtual Team Huddles <i>(Peer Leaders/Advisor/Coach) **</i>														
Program Activities														
Mid-Year Review Meeting <i>(Principal/Advisor/Captain/Coach)</i>														
Year-in-Review Meeting <i>(Principal/Advisor/Captain/Coach)</i>														
Fall Training Camp <i>(PeerForward Team/Coach)</i>														
Spring Training Camp <i>(PeerForward Team/Coach)</i>														
Campaign Reporting														
End of the School Survey														

* The timeframes for campaigns are designed to help teams plan events. However, campaigns should continue until campaign goals/metrics are met. Start as early as you see fit.

** On September 14, 2015, then President Obama announced significant changes to the Free Application for Federal Student Aid (FAFSA) process. Starting in October 2016, students were able to file a FAFSA as early as October 1 every year, rather than the previous January 1 date. Given this change, Peer Leaders may consider implementing FAFSA Campaign Activities in September or October. FAFSA Campaigns should begin no later than November.

EXHIBIT B - PRICE PROPOSAL

As a mission-driven nonprofit organization that is as committed to the college-going success of students as our partner schools are, PeerForward raises philanthropy to pay the lion's share of the cost of the PeerForward program. We do ask our partners to share a small portion of that program cost.

The fully burdened fixed unit price of the PeerForward program is \$13,500 for one Peer Leader Team comprised of four juniors, four seniors, and one staff Advisor from the high school. PeerForward recommends one Peer Leader Team for approximately every 250 seniors for maximum impact across the entire student body.

The following discounts are available:

- \$1,000 volume discount for 2-6 Peer Leader Teams (can be counted across multiple LAUSD schools)
- \$2,000 volume discount for 7+ Peer Leader Teams (can be counted across multiple LAUSD schools)

*An easy-to-use, downloadable digital format of PeerForward's 9th through 12th grade college navigation curriculum is sold separately for the list price of \$1,000 per school.

Vendor Virtual Services Plan

Due to school closures, approved vendors on the Partners for Student Success bench that have a signed contract will need to submit their *Vendor Virtual Services Plan* to D’Sonya Oakley at dsonya.oakley@lausd.net from the Office of Partnerships and Grants. The plans will be vetted and shared with eligible schools to select the services they are interested in and follow up with vendors. Any new approved vendors that are in the process of signing their contract will also need to fill out the below form.

Things to Consider:

- Currently, certificated staff are required to supervise any services rendered to students by a third party.
- Recording and pictures of students is prohibited.

Vendor’s Name: College Summit, Inc dba PeerForward		Submittal Date: 9/23/2020
Schools Planning to Serve: All Eligible LAUSD High Schools		
List the services in your agreement that can be provided virtually:	<p>Train students to create a college-going culture across their entire school and to organize school-wide campaigns throughout the course of the academic year focused on applying to three or more colleges, early filing for financial aid, and connecting academics to college and career. Peer Leaders hone in on their intrinsic abilities and develop core leadership skills, such as self-advocacy, problem-solving, and strategic planning.</p> <p>Educators will receive training and professional development on how to engage their Peer Leaders and effectively utilize the Advisor Playbook, resources, and materials. They will also learn about the significant and fulfilling role they will play in helping their PeerForward Team carry out each campaign.</p>	
List the services in your agreement that cannot be provided virtually:	All services can be provided virtually	
List the platforms you plan to use for delivery of virtual services:	Zoom	
Provide a brief description of how you plan to deliver each of your	PeerForward Coaches will host virtual sessions as follows:	

Partners for Student Success – Partner Matching Fund

services virtually (i.e. coordinate with school to schedule 30 minute session once a week, etc.):	<ol style="list-style-type: none">1. A 7-hour virtual training in the Fall2. One-day virtual training in the Spring3. Coordinate virtual huddles with PeerForward teams twice per month for an hour each.
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- District's [Code of Conduct](#) is expected when interacting with students