

## *SCHOOL/COLLEGE/WORK INITIATIVE – 2008-09*

Please Note:

The RFP release is earlier than in previous years in an attempt to allow for earlier planning and staffing allocations at district school boards and colleges.

Meetings will be held next week with Regional Planning Team (RPT) members to provide additional RFP information and to assist with template completion.

RPTs are asked to ensure the functionality of the application forms prior to their Regional Technical Meeting, for their particular proposal, including the specific dual credit program 'approaches' they intend to submit.

As with any highly detailed application, there is a potential for minor difficulties. We would ask you to communicate any difficulties to [sebastian.franks@ontario.ca](mailto:sebastian.franks@ontario.ca) by end of day Monday, January 14, or, at the latest, prior to the start of your Regional Technical Meeting.

We look forward to exciting new proposals in February.

### **Instructions for the Use of the SCWI RFP Excel file:**

1. In order to use this file you will first need to unzip the file, then open it.
2. If the file asks you to "enable/disable macros", choose "enable". Then go to Tools -> Macros -> Security... and set it to "low". Close Excel and then open the file again.
3. Complete your application. Save the completed file using a file name that begins with your RPT number, e.g., "RPT17.xls"
4. ZIP the file.
5. Submit the file to [Frank\\_Kelly@opsoa.org](mailto:Frank_Kelly@opsoa.org) with a cc to [leslea@opsoa.org](mailto:leslea@opsoa.org) □