



PROVIDING EXCEPTIONAL SERVICES
TO CHILDREN, FAMILIES, AND
COMMUNITIES ACROSS NEW MEXICO

2002 SUDDERTH DRIVE, RUIDOSO, NM 88345
(575) 257-2368 - WWW.REC9NM.ORG

R9 REQUEST FOR APPLICATIONS (RFA) #25009 Professional Development for Special Education Academy

Purpose

Region 9 Education Cooperative (REC 9) is seeking applications from qualified agencies or individuals to provide professional development presentations for the Spring Special Education Academy conference, set to be held on April 28th, 29th and half day on the 30th of 2025 at the Embassy Suites in Albuquerque, New Mexico.

Conference theme: **Bridging Vision and Action: A Shared Commitment to Special Education.**

- ❖ This theme focuses on turning shared values into concrete strategies that drive positive outcomes for students with disabilities.

Presentation Area(s) of Focus:

- **Behavioral Support & Intervention:** Exploring effective strategies for addressing diverse behavioral needs, including implementing functional behavior assessments (FBAs) and behavior intervention plans (BIPs), supporting students with Autism, ADHD, Tourette's Syndrome, and executive functioning challenges, and navigating student discipline within legal frameworks.
- **Data Collection & Progress Monitoring:** Strengthening the use of data to drive decision-making, tracking student progress effectively, and leveraging technology to enhance special education services and compliance.
- **Collaboration & Stakeholder Engagement:** Building meaningful partnerships between general and special education teams, engaging parents and community stakeholders, strengthening collaboration with ancillary providers, and fostering inclusive practices in diverse educational settings.
- **Leadership & Professional Growth:** Strengthening special education leadership, facilitating professional learning communities (PLCs), maximizing professional development time for educators, and fostering a strong special education culture within schools and districts.

Presentation Requirements: In-person only. The conference will focus on equipping special education directors, superintendents, principals, and administrators with innovative solutions, best practices, and research-based insights to support diverse learners. Sessions should foster **interactive engagement** and include **differentiated instruction** to meet the needs of attendees with varying levels of experience in special education leadership.

Applications will be reviewed for breakout sessions only. **Presenters for breakout sessions will be responsible for all associated costs.**

Awarded application(s) may result in an annually renewed contract(s) for up to 3 years.



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Application

It is the responsibility of the application provider to provide all information listed below. The information provided must be clear and concise. **FAILURE TO PROVIDE THIS INFORMATION MAY RESULT IN POSSIBLE DISQUALIFICATION OF THE APPLICATION.**

Application to include:

1. Applicant introduction including background that supports the ability to carry out the purpose based on their experience and expertise.
2. Session title
3. Abstract
4. Narrative proposal outlining key elements, objectives, and presentation structure
5. Presenter names & contact information
6. Preferred presentation day (note that preferences are not guaranteed)
 - a. Full day on April 28th & 29th, and the morning of April 30th of 2025

Timeline

Action	Responsible Party	Due Dates
Issue RFA	Region 9	2/12/2025
Submission of applications	Potential Applicants	By 3:00 PM MST/MDT ON 2/28/2025
Review of applications and final selection	Review Panel	3/3/2025 - 3/7/2025
Award Letter	Region 9/Potential Applicants	3/10/2025

Eligibility

Open to any individual or agency that provides Special Education Professional Development.

Application Submission

At this time, only electronic application submission is allowed. Do not submit hard copies until further notice. Applications must be submitted electronically through R9's electronic procurement system.

The online submission system can be accessed by clicking this link
-----><https://www.formpl.us/form/5319758089945088>

ALL APPLICATIONS MUST BE RECEIVED BY THE PROCUREMENT MANAGER OR DESIGNEE **NO LATER THAN 3:00 PM MST/MDT ON 2/28/2025**. NO LATE APPLICATIONS CAN BE ACCEPTED. The date and time of receipt will be recorded on each application. Applications will be time-stamped in the system when the Offeror clicks "Submit." Such electronic submissions will be considered sealed in accordance with the statute.

It is the Offeror's responsibility to ensure all documents are completely uploaded and submitted electronically. The application submission system will automatically cease uploading data at the date and time of the deadline. Please ensure that you, as the Offeror, allow adequate time for large uploads and to fully complete your submittal by the deadline. A submission that is not both: (1) fully complete; and (2) received, via the online application submission system: <https://www.formpl.us/form/5319758089945088>, will be deemed late. Further, a submission that is not fully complete and received via the application submission system by the deadline because the response was captured, blocked, filtered, quarantined or otherwise prevented from reaching the proper destination server by any anti-virus or other security software will be deemed late. In accordance with statute and rule, NO LATE APPLICATIONS CAN BE ACCEPTED.

Applications submitted by facsimile, or other electronic means other than through the application submission system, will not be accepted.

Award

1. Multiple awards may be made. (Single Contract renewed annually up to 3 years)
2. Region 9 will execute a Professional Services Agreement with the awardee.
3. Awards shall be made to the most responsible Offeror(s) whose proposals are most advantageous to REC 9 taking into consideration the evaluation criteria. The most responsible Offeror(s) is not



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determined by the highest score. Please note, however, that a serious deficiency in the response to any one factor may be grounds for rejection regardless of overall score.