Request for Proposal (RFP)
INTEROPERABLE LEARNING RECORD RESOURCE HUB

Purpose
The U.S. Chamber of Commerce Foundation—on behalf of the T3 Innovation Network—is accepting proposals for a website developer (individual or firm) to: (1) create an open, public Interoperable Learning Record (ILR) Resource Hub; and (2) work in coordination with the ILR Community Manager, Chamber Foundation staff, and T3 Network consultants to maintain, manage, and update the ILR Resource Hub to meet the needs of a diverse ecosystem of ILR pilots.

The ILR Resource Hub is expected to launch in April 2020 and be maintained, managed, and updated between April 2020 and December 2020. The ILR Hub will provide access to a variety of resources including:

- Use cases that describe critical applications of ILRs in pursuing education, training, credentialing, and employment opportunities, and require use of ILRs across multiple domains and systems.
- Data standards and data standards mapping and guides that support interoperability across stakeholder systems.
- Self-sovereignty guidelines and protocols enabling individuals to manage and use their own ILRs.
- Open competency frameworks and competency translation tools for creating and translating competency information in ILRs and competency requirements in related systems, such as employer recruitment and hiring systems.
- Community management tools, including information on current pilot initiatives and partnerships, potential partners seeking to join a pilot initiative, high-level field guides that provide instructions and best practices for developing, managing, and evaluating ILR pilots, and community news updates and discussion boards for sharing information across pilot initiatives.

Background
The T3 Network is comprised of more than 400 public and private organizations representing the technology sector as well as business, government, and education. They are working voluntarily together to build an open, public private data and technology infrastructure for a more equitable talent marketplace. To learn more visit https://www.uschamberfoundation.org/t3-innovation.

In November 2019, the T3 Network announced plans to support a diverse ecosystem of ILR pilot initiatives in 2020. An ILR is a digital record of an individual’s learning, wherever that learning occurs, including at the workplace, through an education program/experience, or through military training. An individual’s ILR supports the pursuit of additional educational and employment opportunities. Digital learning records go by many names—such as a comprehensive learner record (CLR), or universal learner record (ULR)—but what makes them an ILR is their ability to be created and exchanged across student, human resource (HR), and military information systems.

Implementing ILRs at scale is not a product problem, but an infrastructure problem. The T3 Network is ideally positioned to support ILR pilots because its approach is use-case driven, standards-based, and vendor neutral. The T3 Network also is agnostic with regard to the competency frameworks used in creating and managing ILRs and supports the use and translation of multiple open competency frameworks. It also supports self-sovereignty and the ability for records to be linked to individuals for use in pursuing education and employment opportunities. The emerging data and technology infrastructure that the T3 Network is seeding is able to support a diverse and vibrant ecosystem of ILR pilot-testing initiatives across multiple vendor products, platforms, and stakeholders.
The T3 Network will support ILR pilot testing by:
- Recruiting an ILR Community Manager who will promote collaboration across the diverse ecosystem of ILR pilot initiatives;
- Launching an ILR Resource Hub that provides access to critical resources for making learning records possible; and
- Engaging T3 Network consultants and partners providing support on specific resources managed through the ILR Resource Hub, including data standards, self-sovereignty guidelines and protocols, and competency frameworks and tools.

**ILR Resource Hub Purpose**
The ILR Resource Hub will provide resources and tools to facilitate the piloting and implementation of ILRs. The audience for the IRL Hub will range from decision makers with organizations that issue, validate or receive ILRs, to developers involved with designing, prototyping, and implementing ILR solutions.

**ILR Resource Hub Scope of Work**
The T3 Network is an open and voluntary network of public-private stakeholders. All tools and resources created for and by the T3 Network are open source and are expected to remain as such (during and after a signed contract is in place and licensed under a [Creative Commons Attribution 4.0 International License](https://creativecommons.org/licenses/by/4.0/)). The expected scope of work for the ILR Resource Hub is below.
- Work with the U.S. Chamber Foundation, ILR Community Manager, and T3 Innovation Network consultants, and partners to develop a plan for launching the ILR Resource Hub.
- Determine specifications for the ILR Resource Hub website.
- Develop and launch the ILR Resource Hub.
- Work with the U.S. Chamber Foundation, ILR Community Manager and T3 Network consultants and partners to maintain, update, and improve the ILR Resource Hub.
- Measure use of the ILR Resource Hub and track overall impact.
- Contribute to the strategy for sustaining the ILR Resource Hub.
- Identify gaps and resources to improve access and expansion of ILR data.

**ILR Resource Hub Requirements**
The ILR Resource Hub will include the following sections/pages along with additional content based on a plan developed in cooperation with the Chamber Foundation and the ILR Community Manager. These sections will provide either direct access to these resources or will link to resources managed by the T3 Network project partners, such as data standards organizations.
- Stakeholder use cases
- Data standards and related resources
  - Data standards and technical documentation
  - Results of data standards mapping (standards mapping tools emerging from the Map and Harmonize Data Standards project)
  - Guides on using data standards in ILR pilot-testing
- Self-sovereignty guidance and protocols (emerging from the Management and Use of Individual-Level Data Records project)
- Competency translation, generation, and analysis resources (example tools and resources below)
  - Competency frameworks
  - Competency Extraction Module tool (emerging from the Competency Data Collaborative project)
  - Competency Framework Registries Network (emerging from the Competency Data Collaborative project)
- Competency translation and analysis tool(s) (emerging from the Competency Translation and Analysis project)
- Data collaboratives
  - Information about forming data collaboratives and link to existing national and state data collaboratives that can support ILR pilots where and when available
- Community management tools
  - Pilot initiatives and partnerships, including pilot partner roles and contact info
  - How to join a pilot initiative and find potential pilot partners
  - High-level field guides that provide instructions and best practices for developing, managing, and evaluating ILR pilots
  - Community news updates and discussion boards for sharing information across pilot initiatives

Project Timeline

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<tr>
<th>Date</th>
<th>Event</th>
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<tr>
<td>February 4, 2020</td>
<td>RFP information webinar at 11:00 a.m. ET</td>
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<tr>
<td>February 14, 2020</td>
<td>Final date for RFP submissions</td>
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<tr>
<td>February 25-27, 2020</td>
<td>Follow Up/Interview the top proposals</td>
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<tr>
<td>February 28, 2020</td>
<td>ILR Resource Hub developer announced</td>
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<tr>
<td>March 2020</td>
<td>ILR Resource Hub planning period and development with staff and T3 Network project leads</td>
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<tr>
<td>March 9, 2020</td>
<td>ILR Design Workshop held in Washington, D.C.</td>
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<tr>
<td>April 20, 2020</td>
<td>ILR Resource Hub soft launch</td>
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<tr>
<td>April 27, 2020</td>
<td>ILR Resource Hub is complete and shared with the T3 Innovation Network to use</td>
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<tr>
<td>May 5, 2020</td>
<td>ILR Pilot launches</td>
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<tr>
<td>May – December 2020</td>
<td>Maintain and add resources to the ILR Resource Hub</td>
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Budget

The U.S. Chamber Foundation will provide up to $150,000 in funding to develop, maintain, and update the ILR Resource Hub through 2020. Additional investment may be made into the ILR Resource Hub contingent upon fundraising. If needed, travel expenses may be covered by the U.S. Chamber Foundation.

RFP Submission

Submit the following information to workforce@uschamber.com no later than close of business, Tuesday, February 14, 2020. Submissions should be single spaced, should not exceed 10 pages, be less than 11-point font, or have margins less than 1 inch.

<table>
<thead>
<tr>
<th>RFP Sections</th>
<th>Information to Include</th>
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<tbody>
<tr>
<td>1. Organization and Contact Information</td>
<td>Name of project lead, name of organization, email address, phone number, and link to organization website.</td>
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<tr>
<td>2. Expertise and Experience</td>
<td>2.1 Project Team Expertise. Provide professional profiles on the project lead and staff that will be tasked with designing, deploying, and maintaining the ILR Resource Hub.</td>
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<td>2.2 Prior Website Experience Relevant to the ILR Hub. Provide 1-3 examples representing your experience building resource hubs and websites. Include links to your work.</td>
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<td></td>
<td>2.3 Prior Talent Marketplace Experience. Include a list of projects you have pursued in partnership with employers and HR systems; education, training, and credentialing</td>
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<td><strong>3. T3 Innovation Network Involvement</strong></td>
<td>Provide a short summary of your participation in the T3 Network and the projects you work on or are interested in.</td>
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<tr>
<td><strong>4. Work Plan and Budget Narrative</strong></td>
<td>Describe your work plan for designing, launching, and maintaining the ILR Resource Hub and provide a breakdown of the estimated budget.</td>
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**Selection Criteria**

RFP sections in the RFP submission chart listed above with the exception of contact information will be used to select the applicant for funding and will be weighted as follows:

1. Organization and Contact Information (N/A)
2. Expertise and Experience (60%)
   - 2.1 Project Team Expertise (15%)
   - 2.2 Prior Website Experience Relevant to the ILR Hub (15%)
   - 2.3 Prior Talent Marketplace Experience (15%)
   - 2.4 Prior Open Source Experience (15%)
3. T3 Innovation Network Involvement (10%)
4. Work Plan and Budget Narrative (30%)

**Questions**

Questions related to the ILR Resource Hub RFP may be submitted in advance of the submission deadline to workforce@uschamber.com.