



# CTC COMPREHENSIVE TRAINING CENTER

**Region One Education Service Center  
Professional Consultant Services  
RFP 23-Agency-000117 – Narrative Proposal**

## 1. THE PURCHASE PRICE – COST OF SERVICES (35 Points)

Comprehensive Training Center (CTC) provides a wide array of consultant-related services to include professional development training, grant writing, grant management/expenditure oversight, grant evaluation, and school-related event planning.

Our fees are based on the trainer/presenter, training location, and hours requested. CTC has trainers from all over the state, many have over 15 years of trainer/presentation experience.

In the table below, you will find a price sheet of our services when our services are not written into a grant.

SERVICE	DESCRIPTION	PRICE
Professional Development Training	Some of the trainings that can be provided include but aren't limited to: Educational Leadership, School Improvement, STEM, Literacy, Youth Motivation, Social/Emotional Learning, Team Building, Parent Engagement, Classroom Management, Responsiveness to Cultural and Linguistic Diversity Concerns, and Data Analysis.	<ul style="list-style-type: none"> <li>• <i>Half Day Training</i>: \$2,500 - \$4,500</li> <li>• <i>Full Day Training</i>: \$4,000 - \$6,000</li> </ul>
Grant Management/Expenditure Oversight	When this is provided, CTC typically assists by training program staff, completing budget amendments, completing grant negotiations, acting as a liaison between the client and vendors, reaching out to the funding agency to clarification on any questions, and completing program-related reports to ensure grant compliance.	<ul style="list-style-type: none"> <li>• \$5,000</li> </ul>



# CTC COMPREHENSIVE TRAINING CENTER

Grant Evaluation	CTC has doctorate and master's degree experienced grant evaluators that have evaluated over 200 grants. These individuals have also served as grant program directors and grant reviewers at the state and federal level.	• \$5,000 - \$30,000
Event Planning	Schools who are grant funded that need school related activities coordinated during the school year or summer or have a Human Resources Department that require staff development contract with CTC. CTC will coordinate the events/trainings, secure trainers, distribute surveys when requested, take attendance, and coordinate food and refreshments as requested.	TBD based on days and times involved

Please keep in mind that all services referenced above are an estimate. Depending on the complexity and intensity of the service, these fees can be adjusted accordingly.

## 2. THE REPUTATION OF THE VENDOR AND OF THE VENDOR'S GOODS OR SERVICES (10 Points)

Comprehensive Training Center (CTC) has been in business since 2011 and has worked with over with its sister company, Education Research Institute (ERI), in servicing over 250 clients located not just in the State of Texas but throughout the nation.

## 3. THE QUALITY OF THE VENDOR'S GOODS OR SERVICES. (32 Points)

The services that our organization provides are of the highest quality and CTC implements all services and products with fidelity. This has enabled CTC to obtain over 250 clients not just in Texas but throughout the nation.

CTC along with the sister company, ERI, employ 18 staff members and over 35 trainers/presenters. Our businesses believe that the delivery of services is always of quality, due to the experienced and well-versed staff and associates we currently employ and contract. In the table below, you will find a condensed version of some of the CTC administrative employees background and experience.



# CTC COMPREHENSIVE TRAINING CENTER

Name	Background
Linda V. Alaniz	Bachelor in Sociology with a minor in Psychology; Master of Arts in Interdisciplinary Studies (MAIS); 20+ years of experience employed at an IHE or school district; and 27 years of grant writing experience.
Cris Gonzalez	Bachelor in Secondary Education with two teaching fields English and Speech; Master's in Educational Administration; 60 hours towards to Doctorate; 8 years teaching experience; 20+ years in Federal and State Programs for Fiscal and Program Compliance; Grant Reviewer for the Texas Education Agency; and Seasoned Grant Writer for Federal, State, and Philanthropic Organizations. Experience in quantitative and qualitative statistical analysis.
Israel Aguilar	Bachelor of Arts in English; Master of Arts in English; PhD. in Education–School Improvement; and over 20 years in the educational field to include teaching, serving as an interim superintendent, and instructing at the University of Texas – Rio Grande Valley Brownsville.
Vicky Guillen	Bachelor in Elementary Education and Master's in Education Administration. 32 years' experience as an educator with 20 years in leadership experience.

As referenced above, CTC works with over 35 trained and degreed individuals that are specialized in a plethora of different subjects (Core subjects, STEM, SEL, etc.). These trainers are from all over the state of Texas. This offers a varied perspective on the subjects due to our diversity of varied trainers/presenters.

**4. EXTENT TO WHICH THE GOODS OR SERVICES MEET THE NEEDS OF REGION ONE ESC AND/OR ITS COOPERATIVE MEMBERS. (10 Points)**

CTC is confident that its staff and professional development trainers/presenters can perform all services required for Region One's intended needs indicated in this Professional Consultant Services Proposal. CTC leaders and staff continue to strive for excellence in the field by attending year-round trainings, conferences, and seminars regarding pertinent grant changes, amendments, legislative updates, funding opportunities, school curriculum, and professional presentations of research findings and published works. By remaining up to date with the most current trends, rulings, and opportunities, CTC will be able to provide Region One with the latest and most accurate information to assist on their quest for success.

**5. VENDOR'S PAST RELATIONSHIP.**



# CTC COMPREHENSIVE TRAINING CENTER

Ms. Alaniz has over 25 years of experience serving as an independent contracted consultant/business owner. During this time, Ms. Alaniz has been able to develop working relationships with numerous entities. Ms. Alaniz has worked with numerous schools within the Region One area. These clients were provided services such as professional development trainings, professional consulting services, grant completion and submission, as well as grant management/oversight services. Below you will find the name of the client CTC worked with, whether the grant submitted was successful or not, and the funding amount secured.

Name of Client	Name of Grant	Funding Amount
La Joya ISD	School Transformation Fund - Implementation	\$300,000
La Joya ISD	21 <sup>st</sup> Century Community Learning Centers, Cycle 10	\$7,500,000
Santa Rosa ISD	2021-2023 Elementary and Secondary Emergency Relief (ESSER) II Grant	\$4,797,575
Vanguard Academy	2021-2023 Charter School Program Grant	\$900,000
	2021-2022 Perkins Reserve Grant	\$925,000

## 6. THE IMPACT ON REGION ONE AND IT'S MEMBERS ABILITY TO COMPLY WITH THE LAWS AND RULES RELATING TO HISTORICALLY UNDERUTILIZED BUSINESS-HUB CERTIFICATION FORM.

As a corporation owned and operated by an American Hispanic woman, comprised of American Hispanic stockholders, CTC falls within the definition of being owned by one or more economically disadvantaged persons, is certified as a Historically Underutilized Business (HUB), and is a testament to the passion, tenacity, and work ethic of its founder.

## 7. THE TOTAL LONG-TERM COST TO ACQUIRE THE VENDOR'S GOODS OR SERVICES. (5 Points)

The long-term costs to the client vary depending on the service and fee structure selected. While some of our clients decide to pay for the service outright, typically, our services are written into



# CTC COMPREHENSIVE TRAINING CENTER

---

grants. When this is done, CTC charges nothing to complete and submit the grant - resulting in no out-of-pocket costs to clients.

All grant projects demonstrate the efficiency and effectiveness of our support and staff at CTC. CTC services not only include consulting services, but also professional development and administrative support through technical assistance and grant management services that are conducive to the successful implementation of grant funding. Fees for professional development are consistent on the training, the range can be seen on the table referenced in Section 1, The Purchase Price – Cost of Services.

## **8. EXPERIENCE. (3 Points)**

CTC has been in business for over 10 years – making them eligible to receive the full 3 points in this section. During this tenure, Ms. Linda V. Alaniz, CTC President, has been able to develop a large client base that reaches throughout the nation. Some of the other states CTC has worked with successfully, along with the sister company-ERI, include Alabama, California, Colorado, Illinois, Kansas, Oklahoma, and Wisconsin. In addition, we have worked with an international client in Canada (University of Calgary) to secure grant funding.

Due to the experience that has been accumulated during the business's tenure, CTC believes they will be able to offer services that meet the needs of Region One.