



**Solving  
the future**

## Jacksonville

4600 Touchton Road East  
Building 200, Suite 575  
Jacksonville, FL 32246

## Tallahassee

3800 Esplanade Way  
Suite 130  
Tallahassee, FL 32311

## Austin

1108 Lavaca Street  
#516  
Austin, TX 78701

June 20, 2025

Allison Chase, MS  
President and Chief Executive Officer  
The Able Trust  
2039 Centre Pointe Blvd., Suite 101  
Tallahassee, Florida 32308

### **Re: Comparative Analysis of Pre-Employment Transition Services Programs**

Dear Ms. Chase:

As The Able Trust pursues its mission to expand employment opportunities for people with disabilities through strategic partnerships, program innovation, and research-informed practice, it seeks to conduct a comparative review of Pre-Employment Transition Services (Pre-ETS), in key states, to inform the future of Florida's programs. This work will support The Able Trust in understanding trends, barriers, and promising practices that could shape more effective transition services for students with disabilities.

This comparative review will examine how other states implement Pre-ETS under the Workforce Innovation and Opportunity Act (WIOA), especially in collaboration with school systems. Particular attention will be paid to the flexibility of program integration with education systems, innovative delivery methods, and programs such as High School High Tech. The review will also seek to compare and contrast transition services under Vocational Rehabilitation (VR) and public education systems, offering insight to inform future decision-making by The Able Trust.

### **The ISF Advantage**

ISF brings over 45 years of experience helping public sector agencies improve outcomes through research, evaluation, and program transformation. Our team has a proven track record of delivering high-quality work in education, workforce development, and disability services, with deep expertise in:

- Policy reviews aligned with state and federal mandates
- Cross-state research and comparative analysis
- Program evaluation and strategic recommendations
- Collaborative work with Florida's Department of Children and Families, Department of Health, and Department of Education, as well as the University of South Florida, Florida State University, and the University of Texas Health Science Center.

We understand how to translate national insight into Florida-relevant strategies and are well-positioned to support The Able Trust in advancing its goals.



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### Proposed Deliverables

Table 1 below outlines the deliverables, schedule, and invoicing structure for this important project.

Table 1: Deliverable, Schedule, and Invoicing

Deliverable	Description	Anticipated Delivery Date	Invoice Amount
<b>Kickoff and Peer State Selection</b>	Confirm project scope and vision, finalize peer states, and establish review cycles and communication cadence.	June 30, 2025	\$3,750
<b>Draft Comparative Analysis Report</b>	Preliminary written report summarizing findings for The Able Trust feedback.	July 31, 2025	\$15,000
<b>Final Comparative Analysis Report</b>	Final written report incorporating feedback from The Able Trust.	August 15, 2025	\$6,250

### Assumptions

ISF is providing this proposal and cost with the following assumptions:

- Upon award, ISF will define project scope and assumptions with The Able Trust Project Sponsor and formalize the invoicing schedule.
- The Able Trust has identified preliminary guiding questions for this review. ISF will collaborate with The Able Trust to refine and prioritize these questions, ensuring they are clearly defined, aligned with organizational goals, and feasible within the project's scope and timeline. Primary questions are as follows:
  - Understanding the Workforce Innovation and Opportunities Act and the confines of VR Pre-ETS funding.
  - Where are they doing Pre-ETS in collaboration with school systems?
  - Are other school systems facing barriers that Florida is experiencing?
  - Are other state Pre-ETS allowing other organizations to design their own program and not be as prescriptive as VR?
  - Compare and contrast transition services under public education and under VR
  - What are innovative Pre-ETS delivery methods (programs) in other states?
  - Do any other states still have a High School High Tech program?



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- The review will be limited to five (5) peer states, identified for focused review-based criteria such as demographics, governance model, or innovation in Pre-ETS. Additionally, ISF identify five (5) programs or program types that have been found to have less than ideal outcomes or were abandoned by the organization to prevent duplication of less than desirable efforts.
- ISF will utilize internal consultants and researchers experienced in education, disability services, and workforce programs.
- No primary data will be collected (e.g., surveys or interviews).
- All documents, reports, and research databases needed to conduct the review (e.g., NTACT, journal databases) are publicly available or provided to ISF by the client.
- Any expansion of scope, such as stakeholder interviews or additional states, will require a change order and timeline/budget adjustment.

**Thank you for considering ISF as your partner!** Please feel free to contact me at the number below if you need any additional information. I look forward to the opportunity to **Solve the Future** alongside your team on this important effort.

Primary and alternate contact information is provided below.

Primary Contact	Alternate Contact
April Dietz, MBA, PMP Client Partner 3800 Esplanade Way, STE 130 Tallahassee, FL 32311 Phone: (850) -671-1021 adietz@isf.com	Brad Harris Chief Revenue Officer 3800 Esplanade Way, STE 130 Tallahassee, FL 32311 Phone: (850) 671-1023 bharris@isf.com

Sincerely,

  
April Dietz  
Client Partner

  
J. Brad Harris  
Chief Revenue Officer

Agreed: **The Able Trust**

By (signature):



Name: Allison Chase

Title: President and Chief Executive Officer

Date: June 20, 2025

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ISF, Inc. (Federal Tax ID #59-1961607) is an approved provider under the Florida State Term Contract for Management Consulting (Contract No. 80101500-20-1-STC) and will be responsible for performing all tasks as outlined in the Scope of Services.