



**Alliance for Children  
Request for Proposals  
Programs for Fiscal Year 2019-2020**

Alliance for Children is accepting bids from individuals, government agencies, non-profit organizations and private businesses to provide evidence based and/or evidence-informed services for children birth to age 5 (not yet in kindergarten) and their families in Union County for FY19-20.

RFA Release Date:	12/11/18
Bidder's Conference	January 9, 2019 At Union County Public Library 316 E. Windsor St. Monroe, NC 28112 11 AM to Noon
Deadline for Questions:	Thursday, January 24, 2019
Submit Questions to:	Linda Smith lsmith@theallianceforchildren.org
Deadline for Proposals:	NOON – Friday, February 1, 2019
Submit to:	Brenda Grigston
Electronic Submission:	Brenda Grigston: BGrigston@theallianceforchildren.org
Mailed or Hand Delivered to:	2661 West Roosevelt Blvd., Suite A Monroe, NC 28110

**Applications must be submitted both electronically AND in hard copy format no later than the time listed above. Late applications will not be accepted. Faxed applications will not be accepted.**

## **I. GENERAL INFORMATION**

### **Introduction**

Alliance for Children's mission is to ensure that all children birth to age 5 are supported by strong families and enter kindergarten healthy and ready to succeed. The organization's vision is to develop vital programs that have a positive impact on the quality of life of young children and their families by advocating, collaborating and being fiscally responsible.

The Alliance for Children (hereinafter referred to as the "Local Partnership") is soliciting proposals to establish a contract through a competitive process. The purpose of this Request for Proposals (RFP) is to acquire the services of qualified programs (hereinafter referred to as the "Contractor") to provide evidence based and/or evidence-informed services for children birth to age 5 (not yet in kindergarten) and their families in Union County for FY19-20.

### **Definitions**

**Applicants** – Organization or agency bidding for program

**DSP** – Direct service provider

**FY** – Fiscal Year

**FYE** – Fiscal Year End

**NCPC** – The North Carolina Partnership for Children, Inc.

**Partnership** – Local Partnership (Alliance for Children) and Grantor

**RFP** – Request for Proposal

**State Smart Start** – Existing Smart Start legislation §143B-168.10-16 and North Carolina Session Law 2015-241

### **Purpose of the Request**

The 2016 needs assessment indicated that the priority areas over the next five years should be: continuing to improve access to behavioral/mental health services, improving access to early childhood education, support for teen parents and support for special needs children. Alliance for Children is focused on equipping young children for success by advocating and investing in efforts that strengthen their health, education, and emotional development; contributing to Union County's sustained economic vitality in a globally competitive world.

At the state level, Smart Start is North Carolina's nationally-recognized initiative to ensure that every child reaches his or her potential and is prepared to succeed in a global community. Smart Start helps working parents pay for child care, improves the quality of child care and provides health and family support services in every North Carolina county. Smart Start measurably increases the health and well-being of young children birth to five, building the foundation for all future learning. Detailed information about Smart Start and its 25 year history are available at <http://www.smartstart.org/>.

In Union County, Alliance for Children's programs are a vital framework of support for our community's children, parents, and caregivers and strengthen our community with nurturing and supportive resources. Currently programs fall into three areas of service:

### Early Childhood Education & Professional Development of Teachers

Collaboratively we work to strengthen the program quality and licensure rating of early childhood education. Alliance for Children assists child care professionals to take college-credit classes at no cost and ensures low turnover in child care facilities through scholarship programs. Programs also provide low-income children with the best child care possible.

### Family Support

Alliance for Children helps parents strengthen their child-rearing skills by providing encouragement to young parents to finish high school, teaching new parenting techniques for families where child maltreatment is a concern, supporting early literacy with home libraries and group classes, and providing group support to families who have children with special needs.

### Health-Related

These programs assist children's health in early education and in their homes. One program focuses on children with challenging behaviors and provides their teachers and parents with resources for their needs. Another program helps ensure children stay healthy while they're at school.

## **II. AVAILABLE FUNDING AND ELIGIBILITY REQUIREMENTS**

### **Award Term and Requirements**

Funding for this project is provided for 1-year and is contingent on funding availability and adherence to the requirements of the grant. The term of any resulting award is for 1 fiscal year, from 07/01/2019 until 06/30/2020.

The following are also required of funded programs:

- Programs are expected to provide a match of 19%. Plans for these funds should be indicated on Attachment 7 for both in-kind (volunteer time, donations of goods and services, etc.) and cash match amounts.
- Funds may not be used for goods or activities that are currently funded by other government sources to ensure no supplantation of funds.
- Administrative or Overhead expenses, like those typically categorized as "Other" on Line 35 of the budget, will not be reimbursed beyond 8% of the total program award.

### **Eligibility**

Proposals will be received from organizations and individuals with experience in delivering services to children and families. Individuals, government agencies, non-profit organizations and private businesses may apply. Programs must provide evidence based and/or evidence-informed services for children birth to age 5 (not yet in kindergarten) in Union County for FY19-20. Applications out of this scope will not be considered. In accordance with Smart Start requirements, at least a Level 11 Early Educator Certification and technical assistance training is necessary for all activities that provide classroom technical assistance. Staff in all programs are expected to have a bachelor's degree, or higher, in early childhood education or related field.

The prospective Contractor must provide details of any pertinent judgment, criminal conviction, investigation or litigation pending against the prospective Contractor or any of its officers, directors, employees, agents or subcontractors of which the contractor has knowledge, or a statement that there is none. The Local Partnership reserves the right to reject a proposal based on this information.

### Selection Process

All applications received by the required deadline will be reviewed to ensure all necessary attachments and documentation are complete and included. Applications that are **incomplete, late, or submitted by non-eligible applicants will not be reviewed by the grant review committee. Nothing may be added to any application after it has been submitted, including a signed certification page.** Complete applications from eligible applicants will then be forwarded to the grant review committee who will review, score and rank the applications. Please refer to the **Attachment D** for the scoring criteria. Award notices will be provided by no later than June 15, 2019.

### III. SCOPE OF WORK

#### Application/Proposal

Applicants must review and complete the entire application packet supplied by Alliance for Children (Sections 1-8 and A-D). Applicants should be sure to answer all questions and attach all documents as indicated.

#### Evaluation Criteria

The review committee will evaluate applications based on the following criteria:

- Activity alignment with strategic director of the Alliance for Children (10 points maximum)
- Activity is designed to address the proposed statement of need (10 points maximum)
- Activity is an effective use of Alliance for Children funding (10 points maximum)
- Activity's lasting impact (indicated or potential) on the community (10 points maximum)

#### Reporting and Deliverables

If awarded funding, the following reporting is required for all contractors:

Requirement	Due Date
Financial reporting	Monthly – on the 11 <sup>th</sup>
Progress reporting	Quarterly on 11 <sup>th</sup> of month after the quarter (October, January, April and July)
Data and/or evaluation reporting	Quarterly on 11 <sup>th</sup> of month after the quarter (October, January, April and July)

#### **IV. SUBMISSION INSTRUCTIONS**

##### **Application/Proposal Format**

Applicants should be sure to review and completed the entire Bid Packet Supplied by Alliance for Children (Sections 1-8 and A-D). Hard copies should be submitted and should include 1 signed original AND 12 copies.

##### **Application Deadline**

All applications must be received by noon on Friday, February 1, 2019.

- Late and/or incomplete proposals will not be accepted.
- Signed, emailed or scanned electronic copies sent to the named person on the application cover sheet are acceptable. Faxed copies are not accepted.

Submit proposal applications by 02/01/19 to:

Brenda Grigston

Alliance for Children

2661 West Roosevelt Blvd., Suite A

Monroe, NC 28110

704-226-1407

BGrigston@theallianceforchildren.org