



REQUEST FOR PROPOSALS (RFP):

Children Enter School Ready to Learn

DATE OF ISSUE: April 17, 2023

DEADLINE: May 12, 2023, 4:00pm EST

INTRODUCTION

Since 1991, Family League of Baltimore (Family League) has been the designated Local Management Board for the City of Baltimore. It serves as an architect of change by promoting data-driven, collaborative initiatives and aligning resources to create lasting outcomes for children, families, and communities with a vision of a Baltimore where every child grows up in a family that thrives. Family League believes that racial equity plays a pivotal role in realizing its organizational vision and that it can be achieved when race no longer determines the life trajectory of people in Baltimore. As such, Family League applies a racial equity lens to its policies, practices, organizational culture, and grantmaking.

Family League's work is guided by, and its success is defined by its ability to address, the State of Maryland's 8 Child Well-being Results Areas. We work to ensure that children are born and remain healthy; are prepared for, succeed in, and complete school; that youth are prepared for college or career opportunities; that communities are safe; and that families can enjoy safety and economic stability.

As a careful steward of the funds awarded by the City, the State of Maryland, and federal and private entities, Family League braids its resources together to maximize the impact of each dollar invested in support of these results areas. We leverage these resources to serve Baltimore's children, youth, and families through our participation as a convener, implementation lead, or partner in numerous collaborative spaces.

DEFINITIONS

- Readiness - Full readiness means students consistently demonstrate skills, behaviors and abilities which are needed to meet kindergarten expectations successfully.
- Evidence-based interventions are practices or programs that have evidence to show they are effective at producing results and improving outcomes when implemented; they are generally produced through formal studies and research (Maryland Department of Education).

PROJECT DESCRIPTION

School readiness is a priority for stakeholders across the state. *Children Enter School Ready to Learn* is one of the eight Maryland Results for Child Well-Being. In addition, increasing early childhood development is one of the Baltimore Children's Cabinet priorities. Family League prioritizes school readiness and is an integral part of Baltimore Early Childhood Advisory Council (ECAC), a partnership of diverse early childhood stakeholders with a strong commitment to supporting families in Baltimore, sharing resources and advocating for improved educational outcomes for young learners prenatal to five.

Research shows that third grade reading proficiency predicts future success. According to 2021-22 Kindergarten Readiness Assessment (KRA) data, 33% of students in Baltimore City demonstrated readiness for kindergarten. This is an 8% increase from the previous school year, but a 4% decrease from the 2019-20 school year (*Note: the KRA was not administered in 2020-21*). The gaps are amplified for Latinx and Black students. KRA data from 2022-23 shows a decline in kindergarten readiness across Maryland's 24 counties. Maryland was steady at 47% for many years but now has decreased to 42%. Staff and families are in need of additional resources to help students succeed in school and beyond, especially as Covid 19 has exacerbated needs/gaps. We know from the *Baltimore City Young Children: Prenatal to Five Experiences* report (2021) that children who attended Head Start or Public Pre-K showed

better school readiness on the KRA, better attendance from kindergarten to fifth grade, and better on-time grade promotion in the third grade and fifth grade.

The Early Childhood Advisory Council (ECAC) helped to produce several reports including *Baltimore City Early Childhood System* (2022), which highlights the importance of building connections between childcare providers and other components of the Early Childhood Care and Education (ECCE) system; elevating parent/caregiver voice and helping them to navigate the continuum of care in Baltimore. The report also highlighted recommendations from a recent Abell Foundation report on childcare recommendations that includes finding ways to access more professional development support for providers to help them develop their practices and granting opportunities that support children and caregivers, particularly infants and toddlers.

This Request for Proposal (RFP) aims to provide up to \$125,000 in grant funding for an innovative initiative that enhances early learning utilizing proven strategies and methodologies for diverse early learners in partnership with schools – public Pre-K, Head Start programs and other stakeholders.

Priority areas for this proposal include those Baltimore neighborhoods uplifted in Family League’s Community Health Needs Assessment as needing additional resources (*Sandtown-Winchester/Harlem Park, Penn-North/Reservoir Hill, Southwest Baltimore, Madison/East End, Greenmount East, Greater Govans*).

The proposal should:

- Address a recommendation and/or need based on findings from local existing data;
- Include a strong plan of implementation that aligns with research and school readiness standards and incorporates evidence-based interventions and practices;
- Other components of the plan include stakeholder engagement, training, technical assistance, progress monitoring, data collection, and so forth;
- Incorporate social emotional learning components and innovative strategies for improving school readiness in Baltimore;
- Support diverse early learners, including students of color, English Language Learners, students with disabilities, and so forth; and
- Incorporate diverse stakeholders in planning and implementation.

PERFORMANCE MEASURES

Family League of Baltimore utilizes the Results Based Accountability (RBA) framework that represents a disciplined way of thinking to improve the lives of children and their families and improve the effectiveness of programs. This grant will require the following performance measures:

How Much/ How Many Did You Do/Serve? # participants served 1 day or more

How Well Did You Do It? #/% participants attend 80% or more of program sessions

Is Anyone Better Off: #/% of participants increase performance on school readiness tool of the funded partner’s choosing

Funded Partners will also be able to create their own performance measures.

GRANT TERMS & APPLICANT ELIGIBILITY

The contract period for this grant is July 1, 2023 – June 30, 2024. To apply, interested individuals or organizations must:

- Qualify as a nonprofit corporation with 501(c)(3) status, a for-profit corporation, or a public entity;
- Have a status of 501(c)(3) in “Good Standing.” Must provide a PDF copy of the certificate within the 2019 calendar year (January 1, 2019, to present). Certificate can be obtained from [here](#);
- Provide a copy of the organization’s independently audited financial statements for its fiscal year-end within the past 12 months;
- Provide evidence of organizational capacity to implement a quality program as outlined in the RFP; AND
- Provide a clear and concise operating budget.

SUBMISSION REQUIREMENTS

Applicants are required to submit proposals through FUNDINGtrack, Family League’s online grants management system accessible through <https://flb.fluxx.io>. Submission must be completed by the date and time specified in this RFP and in the FUNDINGtrack application. The deadlines will be strictly enforced. It is the responsibility of the applicant to ensure that the application process is completed by the deadline. Hard copies, emailed copies, and late submissions will not be accepted. Furthermore, Family League reserves the right, at its sole and absolute discretion, to amend or modify any provision of this RFP, or to withdraw this RFP at any time prior to the contract award. Family League shall not be bound by or liable under this RFP and/or any response thereto until a final written contract has been executed by Family League and the grantee incorporating the terms and conditions of the award.

Registration

All applicants must be registered in FUNDINGtrack. This is done by selecting the “Register” link on the portal’s home page, found here: <https://flb.fluxx.io>. Applicants will receive login credentials via email within three business days of submission of the registration form. Applicants are highly encouraged to register early.

Organization Information and Documentation

The Organizational profile enables all registered users of FUNDINGtrack to provide the key business and contact information needed from Funded Partners. All registered users should fully complete the requested information and upload the due diligence documentation required in this RFP.

Help Using the Online Application

For questions or problems, contact the Help Desk at FUNDINGtrack@FamilyLeague.zendesk.com, Monday through Friday, 8:30 am to 4:30 pm.

PRE-PROPOSAL CONFERENCE/QUESTIONS

To address common questions and concerns, Frequently Asked Questions (FAQ) and corresponding responses will be posted on the Family League website (www.familyleague.org) on April 17, 2023.

Applicants should review that document and address additional questions to fundedpartnerships@familyleague.org no later than the close of business on April 24, 2023. The team will review these questions and post responses to the Family League website on April 27, 2023.

A pre-proposal conference will be held virtually Monday, May 1st, 12noon-1pm

Join Zoom Meeting

<https://familyleague-org.zoom.us/j/82906158436?pwd=YS82R1dqTnNuMU11YUVCb2VIZDNwQT09>

Meeting ID: 829 0615 8436

Passcode: 634283

One tap mobile

+13017158592,,82906158436# US (Washington DC)

+14703812552,,82906158436# US (Atlanta)

Budget Guidelines

Please be sure that the budget:

- Does not exceed the award amount;
- Does not include in-kind contributions;
- Is consistent with the program design/plans outlined in the corresponding proposal narrative; and
- Ensures administrative costs, if applicable, do not exceed 10% of total direct costs.

REVIEW AND SELECTION PROCESS

Review Panel

Applications will be reviewed and rated by a panel comprised of individuals with experience, knowledge, and expertise in the field. This panel may include service professionals; community members; and parents, youth and/or family members of Baltimore City. Review panelists will serve at the invitation of Family League.

Selection Criteria

The following criteria will be used in selecting the application to be awarded:

- Adheres to proposal requirements,
- Budget reflects maximizing of resources/stewardship,
- Stakeholder letter of support

Announcement

Funding decisions are expected to be announced by: June 2, 2023.

GENERAL TERMS AND CONDITIONS

Data Collection

All Funded Partners will be required to submit data on every participant they serve. Funded Partners must have the capacity to collect, manage, utilize, and report participant-level and program data. The data will be entered into Family League’s data system, or in such form as agreed upon by Family League.

Reporting

All Funded Partners must submit quarterly financial and programmatic reports, unless otherwise specified by Family League. These include, but are not limited to, a narrative report; data specified in each Funded Partner's Scope of Work, including outcome information; and line-item financial information.

Training and Technical Assistance

All Funded Partners must participate in staff development activities as required by Family League. Information related to training opportunities, both required and optional, will be shared with Funded Partners on a regular basis. Additionally, Family League is committed to providing technical assistance and welcomes Funded Partner feedback.

Grant Award

The submission of a proposal does not, in any way, guarantee an award. Family League is not responsible for any costs incurred related to the preparation of a proposal in response to this RFP. Family League reserves the right to withdraw an award prior to execution of a contract with a Funded Partner in Family League’s sole and absolute discretion.

Contract Terms

All Funded Partners must comply with all terms and conditions applicable to contracts executed by Family League. These terms and conditions can be found on the Family League website at www.familyleague.org by submitting a proposal to this RFP, applicants attest that they have read and accept these conditions fully. A Scope of Work with details about specific requirements and measurable outcomes will be a requirement of grant recipients as an addition to the contract.

Criminal Background Checks

All Funded Partners must conduct criminal background checks for employees. These practices must comply with the terms and conditions applicable to contracts executed by Family League. All Funded Partners must have established standard operating policies and procedures for conducting, reviewing, and if necessary, responding to the results of the record checks.

Additional Funder Conditions

Any additional terms and conditions imposed by funders following the release of this RFP shall become a part of the contract between the Funded Partner and Family League.

Key Dates and Deadlines

KEY DATE	ACTIVITY
April 17, 2023	RFP posted
April 24, 2023	Deadline to Submit Questions

April 27, 2023	Q&A Posted to Family League website
May 1, 2023	Pre-proposal Conference
May 12, 2023	Submission deadline (by 4:00 pm)
May 17, 2023	Cure period
June 13, 2023	Award status announcement