



**FY27 Website Redesign and Hosting RFQ
Request for Qualifications
Pre-Proposal Conference
June 25, 2026**

FAMILY LEAGUE
OF BALTIMORE

MAKING CONNECTIONS. IMPROVING LIVES.

Agenda



- Welcome and Introductions
- Family League Overview
- Purpose of this Investment
- Priority Areas
- Project Description
- Applicant Eligibility & Requirements
- Contracting for Project Phases
- Submission Requirements
- Review and Selection Process
- FUNDINGtrack Submission
- Timeline
- Questions and Answers

Invest in Communities

*Family League invests in strategies and initiatives to create **lasting change** for children and families. To do this, we work with an array of program partners who seek to **transform communities and achieve sustainable impact**.*

- Family League of Baltimore **collaborates with key stakeholders** to support youth, families and communities across Baltimore City.
- Family League has been successful in **braiding resources together** to maximize the **impact** of each dollar invested in support of priority areas.
- Family League leverages resources to serve Baltimore's children, youth, and families through our participation as a **convener, implementation lead and collaborator**.

Family League LMB Portfolio Map

CRADLE TO CAREER EDUCATION

Initiatives

- Home Instruction for Parents of Preschool Youngsters (HIPPIY)
- Community Schools and Out of School Time
- Thriving Youth Programs
- Professional Development

Collaboratives

- Baltimore School Climate Collaborative
- Baltimore Summer Funding Collaborative
- Baltimore City Early Childhood Advisory Council
- Baltimore City's Community Schools Steering Committee
- Maryland Coalition for Community Schools
- Baltimore City Wide Summer Coordination Meeting
- Maryland State Early Childhood Advisory Council

HEALTHY FAMILIES

Initiatives

- B'More for Healthy Babies (BHB)
- Youth Services Bureau
- Food Justice
- Family Recovery Program
- Local Care Team
- Professional Development

Collaboratives

- Fetal and Infant Mortality Review
- Child Fatality Review
- BHB Steering Committee
- BHB Community Advisory Board
- Baby Basics Coalition
- Food Policy and Action
- Maxwell Workgroup Committee
- Core Implementation Team for BHB
- Baltimore City Local Health Improvement Coalition (LHIC) Youth Engagement Subcommittee

ECONOMIC SECURE FAMILIES

Initiatives

- Family Stability
- Professional Development

Collaboratives

- Greater Baltimore Committee
- Certificate of Deposit Account Registry Service (CEDARS) Financial Institutions

SAFE AND THRIVING COMMUNITIES

Initiatives

- Adaptive Village
- Professional Development

Collaboratives

- Morgan Center for Urban Health Equity
- Morgan State University Foundation
- Baltimore Summer Funding Collaborative
- Baltimore City Wide Summer Coordination Meeting

Purpose of this Investment



Build a Digital Home Worthy of Family League's Mission

- Refresh Family League's digital presence to better reflect its mission, impact, and values — creating a modern, accessible hub for community partners, funders, families, and stakeholders across Baltimore.
- Transform the website into a working portal that improves staff workflows, strengthens technical assistance to funded partners, and enables real-time engagement and coaching.
- Engage a vendor to deliver brand strategy, website design, and hosting — building a polished, high-impact experience while equipping Family League staff to manage and update the site independently.



Purpose of this Investment



Keep the ECAC Website Reliable and Useful

- Ensure the Baltimore City Early Childhood Advisory Council (ECAC) website is secure, easy to use, and helpful for families, providers, and community partners.
- Hire a vendor to provide ongoing maintenance, technical support, and updates so the site stays current, accessible, and effective for communication and engagement.



Priority Areas



- Baltimore based
- Minority Owned/Led
- Woman Owned/Led

Project Description



Family League Website Redesign & Hosting

Phase 1: Brand, Website Launch & Portal Scoping *(Initial contract — up to \$25,000)*

- Discovery, brand audit, and stakeholder engagement — define brand voice, visual identity, and content strategy
- Full website design and responsive development — new site goes live at end of Phase 1
- WCAG 2.1 AA compliance, QA testing, staff CMS training, and go-live support
- Portal scoping and wireframing — map partner-facing tools, staff workflows, and architecture for Phases 2–3

Phases 2 & 3: Partner Portal Build & Optimization *(Amendment issued if project advances)*

- Partner portal development — resource hub, coaching tools, and partner dashboards
- SEO, analytics, photography integration, and performance optimization
- Post-launch monitoring, advanced feature development, and ongoing hosting support

Project Description



ECAC Website Hosting & Maintenance

- Engage a qualified vendor for website hosting, maintenance, and support
- Ensure ongoing security, stability, and functionality
- Support strategic growth and continuous improvement of the website
- Vendor serves as a proactive partner: technical upkeep, responsive service, clear communication



Applicant Eligibility and Requirements

Applicants must:

- Qualify as a non-profit with 501(c)(3) status, a for-profit corporation, or a public entity;
- Have been in operation under the same organizational name for a minimum of two years;
- Be in “Good Standing” with the State of Maryland. Must provide a PDF copy of the Certificate of Good Standing **dated within the past 30 days**. **Screenshots of the State Department of Assessment and Taxation will not be accepted;**



Applicant Eligibility and Requirements (cont.)

- Be in Good Standing with Family League of Baltimore (if a current or past partner)
- Provide a clear and concise operating budget.
- Respond fully to all questions and submit all required supplementary documentation by the posted deadline.

Contracting for Project Phases



Initial Contract Award | Not to Exceed: \$35,000

- **Family League Website Redesign (Phase 1) & Hosting** — Not to Exceed \$25,000
- **ECAC Website Hosting** — Not to Exceed \$10,000

Potential Contract Amendment | Not to Exceed: \$25,000

- **Family League Website Redesign (Phases 2 & 3)** — Not to Exceed \$25,000

The initial PSA covers Phase 1 only. If the project advances as planned, an amendment will expand scope to include Phases 2 & 3. Maximum total across all phases: \$60,000.

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Submission Requirements



- Applicants are required to submit Applications through **FUNDINGtrack**, Family League's online grants management system accessible through <https://flb.fluxx.io>
- Applicants must be registered in **FUNDINGtrack**.

Applicants are highly encouraged to register early!

Review and Selection Process



Technical Review and Cure Period

Once the application period closes, each application undergoes a **Technical Review**, during which the Grants & Contracts Team ensures that the application is complete, all required documents have been submitted, and that the documents are acceptable (e.g., correct document, dated appropriately, etc.)

- If there are no issues with the application, it moves to **Full Application Review**;
- If there are issues with the application (e.g., incomplete responses, missing documents, unacceptable documents, etc.), applicants are notified via email that they have the opportunity to "**Cure**" the application. All issues must be resolved by the deadline provided or the application will not move to External Review.
- No extensions are possible for the opportunity to Cure.

Review and Selection Process (cont.)



Internal Review and Approvals

Applications will be reviewed and scored by Family League staff using a standard rubric. Recommendations will be reviewed and approved by Family League's Leadership Team.

Determination Notices

Once funding decisions have been made, all applicants will receive a **Determination Notice** indicating if they have been selected for funding.

How to Access *FUNDING*track



1 There's no place like...



2 <https://flb.fluxx.io>



3

Welcome to Family League's *FUNDING*track

Login Now:

Your Name

.....

Sign in

[Reset or create password](#)



Family League of Baltimore's *FUNDING*track serves applicants and Funded Partners. New applicants can submit proposals Online through the portal. Existing Funded Partners can access active and closed contracts as well as create a new proposal.

Those applying for the first time will need to register by selecting "Register" below. Your login credentials are emailed to you following submission of the registration form. It is quick, easy, and only required once.

Applicants are encouraged to complete the registration process well in advance of submitting an application.

Questions or problems, contact us at:

support@familyleague.org

443-423-0910

Please note that this system requires Chrome.

[Download Chrome](#)



Register



[Privacy Policy](#) [Accessibility](#)

Complete Registration Form & Submit



Registration Form

Organization Information

Organization Name (Legal Name)

Organization Acronym

Organization Phone

Authorized Official Name

Authorized Official Title

Authorized Official Email Address

Website

Address 1

Address 2

City

Country

United States

State/Province

Postal Code (Zip)

Tax ID

Please enter the Federal Tax ID in the following format: XX-XXXXXXX

DUNS Number

Tax Class

Organization Operating Budget

Contact Person Information

Prefix

First Name

Last Name

Title

Work Phone

E-mail

Please note that all fields in **BOLD** are required.

Cancel

Submit Request



Welcome Email & Create Password



New User Information ▶ Inbox x



Family League FUNDINGtrack do-not-reply.grants07-us-east-1@fluxx.io via amazones.com
to me ▼

Welcome to Family League's Fundingtrack Grantee Portal!

To get started, please navigate directly to our website at <https://flb.fluxx.io> using Chrome and use the following credentials to access your account:

* User Name: [Your Username@email.com](#)

* Password Setup Link: <https://flb.fluxx.io/token/9656ed7fc422b3abc7111f2628d6534bd41d366629a4d7b02b>



As part of our onboarding process, we require ALL new users to undergo FUNDINGtrack training. This is an easy and informative 1 hour session to help you get started. For more information on one of our upcoming monthly training sessions, please follow the link to our [PD Calendar](#). If you need immediate training, we also offer personalized training sessions. For more information, please see [FUNDINGtrack Navigation - Partner Training](#).

Our dedicated support team is here to help. Reach out to us at support@familyleague.org or give us a call at 443-423-0910, and we will be more than happy to assist you.

↩ Reply

➦ Forward

Log in with credentials and navigate to Funding Opportunities

OF BALTIMORE

All ▾

INFORMATION ▾

Welcome

Funding Opportunities ←

APPLICATIONS ▾

Apply for Grant

Withdrawn-Declined-Not Submitted

AWARDS ▾

Active Awards

Closed Awards

REPORTS ▾

Overdue

Expenses

Attendance

Local Hiring

Program & Data

Scopes

Staffing & Background Checks

Administrative

Approved

ORGANIZATIONS ▾

Organization Information

 

Funding Opportunities

Invitation to Present (ITP) Application for Professional Development Facilitators

In the application, please be sure to select "2024" as the Fiscal Year. Save the application and then Edit to complete the process.

To view details of this Application, please go to: <https://familyleague.org/funding-opportunities/>

Please click here to proceed to the Invitation to Present (ITP) Application

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Request for Qualification (RFQ): Community Advisory Board (CAB) Consultant

In the application, please be sure to select "2024" as the Fiscal Year and "Community Advisory Board (CAB) Consultant" as the Program Type. Save the application and then Edit to complete the process.

To view details of this RFA, please go to: <https://familyleague.org/funding-opportunities/>

Please click here to proceed to the RFQ: Community Advisory Board (CAB) Consultant ←



Submission Assistance



For assistance with issues while using **FUNDINGtrack**, contact the help desk, available between 8:30am and 4:30pm

Email support@familyleague.org OR Call **443-423-0910**
Always provide as many details of your issue as possible:

- Your name
- Brief description of issue
- Program type
- Organization
- Site/School
- Screenshots

➤ **Applications and all required documentation must be submitted by July 10, 2026, 4:00pm EST.**



Timeline*

KEY DATE	ACTIVITY
June 15, 2026	RFP posted
June 25, 2026	Deadline to Submit Questions
June 25, 2026	Pre-proposal Conference
June 29, 2026	Q&A Posted to Family League website
July 10, 2026	Submission deadline (by 4:00 pm)
July 11 – July 22, 2026	Technical Review and Cure Period
July 23 – August 28, 2026	Application Reviews and Approvals
August 31, 2026	Determination Notices
September 4, 2026	Scope Finalization
September 7, 2026	Professional Services Agreement Issuance

Questions?



Answers to questions discussed at the pre-proposal conference will be posted on Family League's website at www.familyleague.org/funding-opportunities.

Additional questions can be submitted to fundedpartnerships@familyleague.org.