

**FIRST 5 LA  
CALL FOR REVIEWERS  
BEST START COMMUNITIES  
COMMUNITY-BASED ACTION RESEARCH RFQ**

First 5 LA seeks qualified **proposal reviewers** for a **Request for Qualifications** for individuals or groups to provide **Community-Based Action Research (CBAR) training and technical assistance** to the Community Partnerships in the Best Start communities. The selected reviewers will have relevant expertise and experience in content areas and methodologies as well as with culturally diverse community-based work, particularly projects or endeavors involving a high level of community participation.

**Background:** As part of the RFQ process, First 5 LA seeks and selects professionals from relevant fields with strong track records and expertise as external reviewers to read and score proposals. Prospective reviewers are advised to review the **Best Start Community-Based Asset Research RFQ** ([INCLUDE ONLINE LINK](#)) for more information.

**How to apply:** Interested reviewers should send their resume and completed application form highlighting relevant experience to Heather Tunis Program Officer, at htunis@first5la.org. Applications and resumes must be received no later than **March 1, 2012** at 5 p.m., via email only.

**Timeline:** Reviewers will be notified of selection status by **March 15, 2012**. The Best Start CBAR RFQ review process will take place **from March 23 through March 30, 2012**. Reviewers will be required to score all proposals and submit scoring documents to First 5 LA by 5:00 p.m. on Friday, March 30, 2012.

**General Qualifications**

Prospective reviewers should

- have previous experience with community-based projects involving a high level of community engagement as well as training and technical assistance efforts in the content areas specified in the RFQ.
- be familiar with nonprofit or community-based organizations and/or government programs in Los Angeles County.
- not in any way involved with any proposal or respondent for this RFQ.

**Requirements**

Reviewers will be required to:

- Review and score selected proposals between March 23 and March 30, 2012.
- Complete a Conflict of Interest and Confidentiality Statement and W-9 form.

**Honorarium**

Proposal reviewers will be provided an honorarium of \$250 for reviewing all proposals.

## CBAR RFQ PROPOSAL REVIEWER APPLICATION FORM

To be considered to serve as a reviewer for the First 5 LA Best Start Community Based Asset Research RFQ, **complete and submit this application with a current resume** by **March 1, 2012 at 5:00 p.m.** via email to [lwerbel@first5la.org](mailto:lwerbel@first5la.org).

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Organization/Affiliation: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Describe your experience with projects of this type involving complex project management and/or oversight, including any experience with training and technical assistance programs

---

---

---

---

Please describe your experience participating in review of proposals or consultants or other kinds of service providers.

---

---

---

---

Please describe your experience with community-based work and/or research.

---

---

---

---