

Early Care and Education (ECE) Workforce Policy Project



Request for Qualifications
Information Meeting
Friday, January 9, 2009



First 5 LA

- First 5 LA
- *Next Five* Strategic Plan (FY 2004-2009)
Goal areas:
 - ✓ Early Learning
 - ✓ Health
 - ✓ Safety
- First 5 LA Public Policy Agenda
- ECE Workforce Development Initiative



ECE Workforce Development Initiative

- **ECE Workforce Development Initiative:**
 - ✓ The ECE Workforce Development Initiative addresses the challenges facing the ECE workforce in LA County.
- **Initiative Components:**
 - ✓ Family, Friends, and Neighbors
 - ✓ High School Recruitment Program
 - ✓ Public Education
 - ✓ ECE Workforce Policy Project



ECE Workforce Barriers

- ECE providers often face barriers in acquiring career development services
- ECE providers are required to independently navigate through various organizations to meet their career development needs
- Career development support services exist in a “fragmented” system



ECE Workforce Policy Project

- **Goal:** identify and implement the policies and practices that increase the training and education levels, supply & diversity of the ECE workforce
- Coordinate with and build on existing efforts
- Full spectrum of ECE workforce
- Focuses on "system change"
- System: Easily Accessible, "Seamless," and Added-Value



ECE Workforce Policy Project (RFQ, page 4)

- Policy Project consists of 3 inter-related **strategies**:
 - ✓ Career Development Demonstration Collaboratives
 - ✓ Access to Higher Education and Training Policy Workgroup
 - ✓ ECE Workforce Sustainability Policy Workgroup
- Project will be implemented in 5 Geographic Areas:
 - ✓ All 3 strategies will impact the 5 geographic areas
 - ✓ Through the 5 geographic areas the Project will address a range of needs that may vary within different environments in LA County



Career Development Demonstration Collaboratives (RFQ, page 5-6)

- 1 Demonstration Collaborative per Geographic Area
- Collaborative Participants (RFQ, page 6)
- **Objectives:** (RFQ, page 6)
 - ✓ Identifying ECE career development services system needs within each geographic area
 - ✓ Identifying the ideal ECE career development services system for each area
 - ✓ Identifying the causes of gaps in the current ECE career development services system from a policy and practices perspective
 - ✓ Assessing current ECE career development system assets in each geographic area
 - ✓ Identifying the ECE career development policies and practices to address gaps in the system
 - ✓ Testing policies and practices to improve the ECE career development services system



Career Development Demonstration Collaborative Outcomes (RFQ, page 5-6)

- Collaboratives will achieve following outcomes in the 5 geographic areas:
 - ✓ Identification of practices and/or policies needed to improve ECE career development services system
 - ✓ Increased awareness of ECE career development opportunities by current and potential ECE providers
 - ✓ Improvement in deepening ECE knowledge by current and potential ECE providers
 - ✓ Reduced systemic barriers for current and potential ECE providers in accessing ECE career development opportunities
 - ✓ Increased access to, and use of, career development opportunities by current and potential ECE providers
 - ✓ Improvement in ECE career advancement by current and potential ECE providers
 - ✓ Increase in training and education levels of the ECE workforce



Access to Higher Education & Training Policy Workgroup (RFQ, page 7)

- 1 Access to Higher Education & Training Policy Workgroup
- Policy Workgroup Participants
- Create county wide vision for improving access to ECE career development opportunities
- Identify and influence needed policy changes



Access to Higher Education & Training Policy Workgroup (RFQ, page 7)

- Access Policy Workgroup will achieve the following outcomes in the 5 geographic areas:
 - ✓ Increased awareness among education and training organizations of the barriers and potential solutions for current and potential ECE providers in LA County to increase their education and training levels
 - ✓ Increase in collaborative efforts among education and training organizations in addressing systemic issues related to access to ECE education and training opportunities
 - ✓ Reduced systemic barriers for current and potential ECE providers in accessing ECE education and training opportunities
 - ✓ Increased access to, and use of, ECE education and training opportunities by current and potential ECE providers
 - ✓ Increase in training and education levels of the ECE workforce



ECE Workforce Sustainability Policy Workgroup (RFQ, page 7-8)

- 1 ECE Workforce Sustainability Policy Workgroup
- Sustainability Policy Workgroup Participants
- Create county wide vision for increasing the sustainability of the ECE workforce
- Identify and influence needed policy changes



ECE Workforce Sustainability Policy Workgroup Outcomes (RFQ, page 8)

- Sustainability Policy Workgroup will achieve the following outcomes in the 5 geographic areas:
 - ✓ Define and implement a Policy agenda to improve the sustainability of the ECE workforce
 - ✓ Increased awareness among key stakeholders of the barriers and potential solutions to sustain the ECE workforce
 - ✓ Improvement in compensation and retention for ECE providers
 - ✓ Improvement in number and diversity of people entering the ECE field
 - ✓ Improvement in retention rate of ECE providers



Collaboratives and Policy Workgroups Participation

- Resource support
- Commitment:
 - ✓ Collaboration
 - ✓ Time
 - ✓ Staff



Proposal Requirements (RFQ, page 8-11)

- Project Start-Up
- The following Contractor Deliverables are detailed in the RFQ:
 - ✓ Career Development Demonstration Collaboratives (RFQ, page 8)
 - ✓ Policy Workgroups (RFQ, page 9)
 - ✓ Logistical Support for Project Meetings (RFQ, page 9)
 - ✓ Written Materials and support (RFQ, page 9)
 - ✓ Evaluation (RFQ, page 9)
 - ✓ Project Administration (RFQ, page 9)
- **RFQ Modification:** Contractor Requirements



Eligibility and Contractor Qualifications

(RFQ, page 11-13)

- Contractor Eligibility
- Contractor Qualifications - Examples include:
 - ✓ Expertise in facilitating collaborative policy & system change efforts
 - ✓ Experience with, and knowledge of, the challenges the ECE workforce faces in accessing ECE career development support services in LA County
 - ✓ Expertise in program evaluation
 - ✓ Ability and capacity to provide and support administrative and financial management aspects of the Project



Terms of Project (RFQ, page 12)

- Applicants submitting a Proposal can request up to \$5.71 million for up to six years
- A minimum of \$1,530,000 of the \$5.71 million must be dedicated to support the five Collaboratives' identification and testing of ECE career development practices and to support Collaborative and Policy Workgroup participants' costs associated with attending meetings and other costs
- **RFQ Modification:** Number of Defined Funding Requirements



Proposal Submission Requirements

(RFQ, page 13)

- Statement of Qualifications & Project Implementation:
 - ✓ Cover Letter (RFQ, page 13)
 - ✓ Description of Applicant's Qualifications (RFQ, page 13)
 - ✓ Project Implementation Content (RFQ, page 14)
 - Description of Project Implementation (RFQ, page 14)
 - Project Evaluation Plan (RFQ, page 14)
- **RFQ Modification:** Timeframe of Project Implementation Content



Proposal Submission Requirements

(RFQ, page 14)

- Appendix 1: Scope of Work (SOW) Form
- **RFQ Modification:** SOW Submission Requirements



Proposal Submission Requirements

(RFQ, page 15-16)

- Appendix 2: Budget Form
 - ✓ Excel document
 - ✓ Individual Budget Sheets for each Section
- Budget Instructions Form
- Budget Narrative
- *Projected* Budget Form
- Key Staff and Subcontractor(s) Rate Table
- **RFQ Modification:** Budget Submission Requirements



Selection Review Process and Review Criteria

(RFQ, page 17-19)

- Selection Review Process
- Review Criteria



Appendices (RFQ, page 22)

- Appendices:
 - ✓ Appendix 1: Scope of Work Form
 - ✓ Appendix 2: Budget Form, Budget Instruction Form, Sample Budget Narrative, and Projected Budget Form
 - ✓ Appendix 3: Key Staff and Subcontractor(s) Rates Table
 - ✓ Appendix 4: Sample Memorandum of Understanding
 - ✓ Appendix 5: Agency Involvement in Litigation and Contract Compliance Difficulties Form
 - ✓ Appendix 6: Contractor Signature Authorization Form
 - ✓ Appendix 7: Sample Board Resolution
 - ✓ Appendix 8: Sample Contractor Contract
- Include attachment of Resumes or Curriculum Vitae for Key Staff & Subcontractor(s)



Submission Requirements (RFQ, page 16)

- Proposal Format
- 1 Original & 7 copies
- Include 1 digital version of the full Proposal including all Appendices and Attachments on Compact Disc



Timeline (RFQ, page 1)

- January 21, 2009: Last Day to Submit Questions
- **February 4, 2009: Proposal due by 5:00 p.m. at First 5 LA**
- February 17, 2009: Interviews with Selected Applicants
- Week of February 23, 2009: Notification of Final Decisions
- April 27, 2009: Contract Begins



First 5 LA Website

www.first5la.org

FAQ's – Check website

• **QUESTIONS?**

