Community Based Action Research (CBAR) RFQ Information Session

February 16, 2012
Agenda

• Welcome and Introductions
• About First 5 LA
• About Best Start
  ▪ Community Capacity Building
• CBAR (Community Based Action Research)
• Application Process
• Q&A and Follow-Up
Application Timeline

• Questions, requests for additional information: March 1, 2012
• Qualifications/applications: March 23, 2012 by 5:00 PM
• Application Review: March 23 – 30, 2012
• In-person Interviews: April 2 – 6, 2012
• Notification of Acceptance: April 11, 2012
• Anticipated Contract Start Date: May 1, 2012
About First 5 LA

First 5 LA is committed to creating a future throughout Los Angeles County communities in which all young children are born healthy and raised in a nurturing environment so that they grow up healthy, are eager to learn and reach their full potential.
About Best Start
Bringing out the best in children by bringing out the best in our communities.

- Shifts how First 5 LA funds initiatives, moving toward a place-based approach, focused on high-need geographic areas
- Believes that the PLACE where a child grows up matters
- Relies on the development of a community partnership ready to take an active role in improving their communities based on Best Start’s four goals.
Four Priority Goals of Best Start

• Children are born healthy.
• Children maintain a healthy weight.
• Children are safe from abuse and neglect.
• Children are ready for kindergarten.
What a Best Start Community Looks Like

• Safe places for children to play
• Improved health services
• Access to healthy, affordable food
• Collaboration among service groups
• Effective coalitions of neighborhood leaders, local businesses and parents
Best Start Communities

1. Metro LA
2. Broadway-Manchester
3. Central Long Beach*
4. Compton/East Compton
5. East Los Angeles (includes City Terrace, parts of Monterey Park)*
6. Lancaster*
7. Pacoima*
8. Palmdale*
9. Panorama City*
10. South El Monte/El Monte*
11. Southeast L.A. County Cities (including Bell, Cudahy, Bell Gardens and Maywood)*
12. Watts/Willowbrook
13. West Athens
14. Wilmington*

*Selected CBAR TA Contractor to assist these communities.
Community Capacity Building
Core Areas

- **Community Engagement**: supporting relationship building and partnerships among and across families, other community members and systems (organizations and networks).

- **Community Leadership**: identifying, supporting and developing leaders within and from the local community.

- **Community Infrastructure**: strengthening, connecting and mobilizing local community-based resources (money, time and talent).

- **Community Investment**: the mobilization and connection of external resources (money, time and talent) of nonprofit, for-profit, government, and non-traditional partners to local community based resources.
Community Based Action Research (CBAR) is a community mobilizing, capacity building, and empowering method for the community.

CBAR is organized about three integrated elements:

- Research
- Education
- Action

CBAR data will help deepen First 5 LA’s understanding of the Best Start Communities, along with the community concerns, residents ideas and organizational innovations of the communities.
CBAR Technical Assistance
Objectives for Communities

• Building the community’s capacity to use research in order to create sustainable, grassroots strategies to improve the lives of children 0-5, their families and the communities in which they live.

• Generating data from the communities in order to increase the Commission’s understanding of the context, strengths and concerns of the Best Start communities (and to help inform current and future initiatives).
CBAR TA Scope of Work

Assisting the Community Partnership in engaging all relevant agencies, key champions, informal organizations and community members in the CBAR process to:

• Define local issues and concerns
• Develop questions relevant to the issues and vision identified
• Gather and analyze relevant data
• Provide technical assistance, including training, coaching and mentoring
• Document and disseminate the lessons learned from CBAR process
• Prepare recommendations for the Community Partnership
• Meet regularly with First 5 LA staff / Reporting
Compensation and Duration

• Consultant to be compensated based upon the project budget developed during the contracting period. Total cost for all technical assistance and support is not to exceed $900,000, approximately $100,000 per community.

• Project length anticipated to be 60 months; while initial contract length anticipated to be 14 months (May 2012 – June 2013); renewal possible each year upon successful completion of deliverables.

• Consultant Fee not to exceed $150/hour composite rate.
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Application Submission

Step 1: Register online at:
www.first5la.org/Funding-Center
Submit registration questions to: Online_Application@first5la.org

Step 2: Complete application questions

Step 3: Upload application documents by 5:00 p.m. on March 23, 2012
(including consulting project narrative, resumes, etc.)

Step 4: Mail or deliver original, signed (blue ink) cover letter, proposal
package checklist, Signature Authorization and Agency
Litigation forms by 5:00 p.m. on March 23, 2012 to:

Craig A. Steele, Interim Chief Executive Officer
First 5 LA
750 North Alameda Street, Suite 300
Los Angeles, CA 90012
Attention: Best Start Partnership Development Support RFQ
Required Documents

- Appendix A: RFQ Checklist
  Mail or deliver a signed original
- RFQ Cover Letter
  Mail or deliver a signed original
- RFQ Application/Narrative
- Resumes of principal, associates and/or subcontractors, if applicable
- Proposed Budget with narrative
- Previous Clients/References
Required Documents (cont’d)

- Agency Involvement in Litigation and/or Contract Compliance Difficulties
  Mail or deliver a signed original
- Signature Authorization Form
  Mail or deliver a signed original
- Insurance Certificate
- By-laws (if applicable)
- MOU (if applicable)
- Audit (if applicable)
Selection process

• First 5 LA will check for completeness and adherence to requirements
• RFQ will be reviewed by external reviewers between March 23 – 30, 2012
• Interviews will be conducted April 2 - 6, 2012
• Notification of acceptance April 11, 2012
• Target start date is May 1, 2012
Review Criteria

• Ability to effectively conduct community-level work and related activities and collaborate with diverse stakeholder groups;

• Experience and demonstrated success in performing comparable work;

• Experience in program design, program management, project budget management and implementation;

• Capacity to manage the scope of the project;

• Knowledge and understanding of LA County communities and issues influencing young children and families in LA County;

• Appropriateness and cost-effectiveness of the budget.
Questions and Answers

• Submit questions via email no later than March 1, 2012 to lwerbel@first5la.org

• Responses will be posted on the RFQ website: www.first5la.org/Funding-Center
Thank You!