Peer Support Group for Parents
RFP Information Session

Wednesday, August 1, 2012
10:00am-12:00pm
Overview of Information Session

I. Welcome
II. Background
III. Description of Program
IV. Eligibility Requirements
V. Review Process & Selection Criteria
VI. Key Dates
VII. Contact Information
VIII. Questions & Answers
Background

• About First 5 LA
• Strategic Plan 2009-2015
• Four main goal areas
  – Children are born healthy
  – Children maintain a healthy weight
  – Children are ready for kindergarten
  – Children are safe from abuse and neglect
• Place based vs. county-wide
Background (cont’d)

• Peer Support Group for Parents
  – Rationale
  – Board Approval

• Total Funding = $2.5 Million
  – RFP - $2.2 Million
  – RFQ - $300,000
Objectives and Outcomes

Objective 1: Increase social connectedness of parents in Los Angeles County:

• Outcome 1A: Increase numbers of peers with whom parents have access for support
• Outcome 1B: Decrease participants’ sense of social isolation
• Outcome 1C: Availability of culturally and/or linguistically appropriate structured peer support groups for target population
Objective 2: Increase parents’ knowledge, confidence, and efficacy in parenting skills:

• Outcome 2A: Demonstrated use of effective parenting techniques
• Outcome 2B: Increase parents’ knowledge regarding healthy child development
• Outcome 2C: Greater number of parents reporting using positive coping skills
• Outcome 2D: Fewer numbers of parents reporting parenting-related stress
Objective 3: Raise parents’ awareness and use of resources available to support them as parents:

• Outcome 3A: Greater parents’ awareness of opportunities for parenting education
• Outcome 3B: Greater parents’ awareness of support systems in times of need
• Outcome 3C: Increased number of parents reporting to have more peers to turn to when needed
• Outcome 3D: Increased use of resources by parents
Examples of Support Group Topics

- Postpartum Depression
- Breastfeeding
- Childhood Nutrition and Healthy Weight
- Oral Health and Hygiene
- Children with Special Needs
- Other
Project Structure

Curriculum Development/Training & Technical Assistance Provider: Supports lead agency and CBOs in training, technical assistance, and evaluation.

Lead Agency - Oversees 5 CBOs

District 1 CBO (20 Peer Support Groups)
District 2 CBO (20 Peer Support Groups)
District 3 CBO (20 Peer Support Groups)
District 4 CBO (20 Peer Support Groups)
District 5 CBO (20 Peer Support Groups)
Lead Agency Tasks

1) Develop MOU’s with five Community Based Organizations
   • One CBO in each Supervisorial District
   • 20 Peer Support Groups for Parents are created in each District, for a total of 100 groups countywide.
   • Minimum of five participants per group
Lead Agency Tasks (cont’d)

2) Managing the CBO subcontracts including workplans and budgets
Lead Agency Tasks (cont’d)

3) Working with the Curriculum Development/Training and Technical Assistance

4) Ensuring that within the first six months of funding, a needs assessment is conducted in the form of focus groups and information is used to determine and prioritize child development/parent support curriculum topics
5) Ensuring that the design of the Peer Support Groups is tailored to the existing needs within each Supervisorial District

6) Ensuring evaluation plans are implemented and appropriate data is being collected

7) Effectively assessing and communicating the capacity needs of CBOs to the Technical Assistance provider which may include training, evaluation, and marketing needs
Subcontractor Tasks

• See page 11 of the RFP
Level 1 Review: Eligibility Requirements

- A qualified nonprofit organization with tax-exempt status under Section 501(c)(3) of the Internal Revenue Code
- Must be in good standing with existing or previous First 5 LA grants and contracts
- Must have an established presence and/or office in Los Angeles County
- List of Required Documents
Level 2 Review

- Summary of Desired Qualifications (see RFP, pg 12)

- Required Documents – Proposal Narrative, Budget Documents, Performance Based Matrix
Performance-based contracts differ from traditional service contracts:

- Performance-based contracts are constructed on the basis of the *results achieved*, rather than on the *activities conducted*.

- Performance-based contracts focus on desired outcomes giving the contractor flexibility to innovate and to find cost-effective ways of delivering services.

- Program management of a performance-based contract requires a change in process to evaluate the results achieved and not simply the activities involved in providing the services.
# Level 2 Review: Performance Based Matrix

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Level 2 Review:
Budget Documents

• Outcomes-Based Budget

• Proposed 1-year Budget, Budget Narrative, and Projected Budget Summary (for all years)
Financial Review

• Financial review to be conducted by First 5 LA

• Review of all budget and financial documents

• Further materials may be requested by Finance department if needed
Required Attachments

- Online Application Form (complete online)
- Application Checklist (Appendix A)**
- Performance Based Matrix (Appendix B)
- Proposed Budget (Appendix C)
- Budget Narrative* (for Year 1 Proposed Budget)
- Projected Budget Summary (Appendix D)
- Signature Authorization Form**(Appendix E)
- Agency Involvement in Litigation and/or Contract Compliance Difficulties** (1 original, signed in blue ink) (Appendix F)
- Résumé or Curriculum Vitae for Key Staff and Subcontractor(s)
- Memo(s) of Understanding (if applicable)
- References (minimum of 3)  CONTINUED NEXT SLIDE
Required Attachments (cont’d)

• Proof of nonprofit status or appropriate business license (if applicable) *
• Current Independent Financial Audit *
• By-Laws (if applicable)*
• Articles of Incorporation (if applicable)*
• List of Governing Body Members*
• IRS W-9 Form
• Certificates of Required Insurances
• Contractual Considerations
Key Dates

Proposal Due Date
August 27, 2012 by 5:00 pm

Funding Notification
September 19, 2012

Contract Negotiations
September 24-November 7, 2012

Commission Approval
January 10, 2013

Contract Start Date
January 15, 2013
Contact Information

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