

## MULTILINGUAL LEARNER EXPLORATORY PILOT: TESTING SOLUTIONS FOR ACCESS REQUEST FOR PROPOSALS (RFP)

Los Angeles County Children and Families First –  
Proposition 10 Commission (aka First 5 LA)

RELEASE DATE: February 9, 2026

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## I. TIMELINE FOR SELECTION PROCESS<sup>1</sup>

ACTIVITY	DATE
RFP Released on First 5 LA's Funding Center	February 9, 2026
Informational Webinar	February 18, 2026
Final date to submit questions regarding the solicitation	February 23, 2026
Posting of responses to questions regarding the solicitation	February 25, 2026
Proposal Submission Deadline	March 3, 2026
Interviews	March 18 and March 19, 2026
Proposer(s) Selected	March 24, 2026
Board of Commissioners Approval	April 16, 2026
Contract Start Date	April 17, 2026

First 5 LA will accept proposals responding to this Request for Proposals (RFP) from proposers through First 5 LA's online application system. First 5 LA will accept proposal submissions from the date of the release of this RFP through **5:00 p.m. PT on March 3, 2026. Proposals submitted after 5 p.m. will not be considered.** It is the proposer's responsibility to verify submission prior to the deadline. First 5 LA will not be responsible for any technical problems or submission failure. **Failure to submit ALL required documents as identified by Section IX. Required Documents by 5:00 p.m. PT may constitute an incomplete proposal and may be grounds for disqualification.**

Questions and requests for additional information must be submitted in writing to:

Jessica Guerrero-Franco, Contract Compliance Officer  
E-mail: [jguerrero-franco@first5la.org](mailto:jguerrero-franco@first5la.org)

All questions and requests for additional information regarding this RFP must be received in writing by First 5 LA via email before **5 p.m. PT on February 23, 2026**. First 5 LA reserves the sole right to determine the timing and content of the responses to all questions and requests for additional information, First 5 LA may respond to individual inquiries and then post replies to all questions on F5LA's website by the posting date.

<sup>1</sup> Note: Dates are subject to change at First 5 LA's sole discretion.

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## Informational Webinar

Potential proposers are highly encouraged to participate in the Informational webinar from 11:00 a.m. to 12:00 p.m. PT on February 18, 2026 to learn more about the RFP requirements. Please register for the webinar at: [Informational Webinar](#). After registering, you will receive a confirmation email containing information about joining the webinar.

## Updates and Addenda

Please check the **Funding Opportunities** webpage regularly for updates and addenda. First 5 LA has the right to amend this solicitation by written addendum. First 5 LA is responsible only for that which is expressly stated in the solicitation document and any authorized written addenda thereto. Such addenda shall be made available via the online funding center. Failure to address the requirements of such addendum may result in the proposal not being considered, at the sole discretion of First 5 LA. Addenda to this solicitation, if any, will be posted on First 5 LA's website, which may be accessed by clicking [LINK](#). It is the responsibility of proposers to ensure, prior to submission, that their application reflects the most recent information and RFP requirements.

## II. FIRST 5 LA BACKGROUND

In 1998, California voters passed Proposition 10, which levied a 50-cent per pack tax on all tobacco products. The resulting tax revenues were earmarked for the creation of a comprehensive system of information and services to advance early childhood development and school readiness within each county in California. In Los Angeles County, the First 5 LA Commission was formed as a public entity to develop and oversee various early childhood initiatives and to manage the funding from Proposition 10.

### **The First 5 LA 2024-2029 Strategic Plan**

On Nov. 9, 2023, First 5 LA's Board of Commissioners approved the agency's 2024-2029 Strategic Plan ([First 5 LA 2024-2029 Strategic Plan | First 5 Los Angeles](#)), introducing our vision to build a future where every child is born healthy and thrives in nurturing, safe and loving communities. To achieve this vision and for every child prenatal to age 5 to reach their full developmental potential, First 5 LA has determined a clear set of goals and objectives that refine our focus, center racial justice and equity in our work, and address the root cause of disparities to build a more equitable future for our youngest children and their families.

On Nov. 14, 2024, to advance our strategic plan from vision to action, the agency introduced four initiatives that organize our work for plan implementation starting in Fiscal Year 2025. Our priorities of prevention first, vibrant environments, maternal and child well-being, and whole child, bright futures, call on us to innovate, partner, and amplify community input to collectively ensure every child's needs are met throughout the critical first five years of life.

**First 5 LA's Vision, Mission, and Values** drive how we partner to ensure all of our youngest children have what they need to reach their full developmental potential.

### **First 5 LA Vision**

We envision a future where every child is born healthy and thrives in a nurturing safe and loving community.

### **First 5 LA Mission**

We advocate for children and their families, amplify community voice and partner for collective impact so that every child in Los Angeles County reaches their full developmental potential throughout the critical years of prenatal to age 5.

## First 5 LA's Values

First 5 LA values guide and direct how we show up and the actions we take to make the greatest possible impact for Los Angeles County's children prenatal to age 5 and their families.

**Impact:** We remain curious, open to new ideas, adaptable to improve and unwavering in our pursuit of lasting results for young children and their families.

**Equity:** We honor the wisdom of our communities, recognizing that their assets hold the key to dismantling systemic barriers and forging a path to racial justice, as we champion opportunity for all.

**Partnership:** We inspire collective action built on trusting relationships, diverse perspectives, humility and mutual respect.

**Integrity:** We are accountable for results, ensure the most effective use of public resources and reflect on our actions.

## Target Outcomes

First 5 LA's 2024-2029 Strategic Plan is a continuum of goals and objectives mobilized by a framework of strategies and tactics. Our goals focus on children's needs across a continuum of basic (physiological and safety), psychological (esteem and love and belonging) and self-fulfillment (self-actualization) needs. Our interdependent strategies focus on better legislation, administrative regulations and resources, removing barriers based on inequities and bias, and improving public system performance to ensure children prenatal to age 5 grow and develop with healthy food, have secure housing and experiences of safety and belonging, have nurturing relationships and environments, and are set up to thrive. On an ongoing basis, First 5 LA will identify and refine the tactics that advance our goals, objectives and strategies.

GOALS	OBJECTIVES	STRATEGIES	TACTICS
Children prenatal to age 5 and their families have their basic needs met.	<b>Reduce</b> <ul style="list-style-type: none"> <li>- Infant Mortality</li> <li>- Poverty</li> <li>- Housing Insecurity</li> </ul>	Catalyze <b>public policies</b> efforts at the local, state, and federal levels that prioritize the needs of children prenatal to age 5 and their families.	On an ongoing basis, identify and refine the tactics that advance our goals, objectives and strategies.
Children prenatal to age 5 have nurturing relationships and environments.	<b>Increase</b> <ul style="list-style-type: none"> <li>- Supports for Maternal Depression</li> <li>- Choices for Healthy Foods</li> <li>- Parks &amp; Open Space</li> </ul>	Collaborate with partners to <b>strengthen public systems</b> , services, and supports for children prenatal to age 5 and their families.	<b>Universal Parameters:</b> Alignment and Potential Impact Equity-Driven Planning Process Cost-Benefit and Sustainability
Children prenatal to age 5 have a solid foundation for well-being, lifelong learning and success.	<b>Increase</b> <ul style="list-style-type: none"> <li>- Early Care &amp; Education</li> <li>- Early Intervention Services</li> <li>- Culturally Affirming Services</li> </ul>	Partner with <b>communities to collaboratively grow a social movement</b> that elevates the needs of children prenatal to age 5 and their families.	

## Whole Child, Bright Futures: Universal Quality Early Care and Education that Meets Every Family's Needs

First 5 LA is pursuing four key initiatives that advance the Strategic Plan Objectives. The Whole Child, Bright Futures Initiative will engage targeted efforts to address disparities by increasing subsidies for families with low incomes, increasing family engagement and involvement in shaping program and policy, and expanding culturally affirming programs and curricula. Access to care will be increased with attention to cultural affirmation, such as multilingual immersion programs; support for the early learning workforce, including centers, licensed family child care, and family friend and neighbor care; and partnerships with community-based organizations that understand the strengths and unique needs of families that have faced barriers and obstacles based on race, ethnicity, region and economic inequities.

### **Strategic Plan Alignment: Goal 3: Children prenatal to age 5 have a solid foundation for well-being, lifelong learning and success.**

In alignment with this goal, First 5 LA is working to increase the annual percentage of households with young children in Los Angeles County receiving culturally affirming services and supports by 2029. Achieving this requires collaboration with partners to strengthen the public systems that shape the daily experiences of young children and families. Culturally affirming services help ensure that children's cultural and linguistic identities are recognized as strengths, contributing to healthy development, positive self-concept, and strong family and community connections.

### **III. PROJECT OVERVIEW**

#### **A. The Opportunity for Multilingual Transitional Kindergarten (TK)**

The expansion of public education to include Universal Transitional Kindergarten (UTK), along with the State's commitment to advancing multilingual learning, presents a timely opportunity to further

First 5 LA's Strategic Plan Goal 3: *Children prenatal to age 5 have a solid foundation for well-being, lifelong learning and success.* These shifts create an unprecedented moment to influence curriculum, instructional practices, and family engagement approaches in ways that reflect and affirm the cultural and linguistic identities of young children.

While TK is expanding rapidly statewide, access to multilingual and dual-language supports remains uneven. Not all TK programs currently offer multilingual learning environments, and availability varies widely by school site, language, and community. As a result, many multilingual learners enter TK without access to instruction that builds on their home language and cultural assets.

First 5 LA is uniquely positioned to partner with educational systems, community organizations, and families to ensure that Universal Transitional Kindergarten (UTK) implementation is grounded in cultural and linguistic responsiveness from the start, particularly in communities that have historically faced systemic barriers.

Guided by its values of partnership, impact, integrity and equity, First 5 LA is launching an exploratory pilot project to deepen learning about how to close gaps in multilingual learning within the Transitional Kindergarten (TK) system across Los Angeles County, with an eye towards impact and scalability. This exploratory pilot seeks to surface innovative approaches, identify promising practices, and inform future strategies that expand the availability of multilingual TK options, increase equitable enrollment in those programs, and reduce barriers that limit participation, particularly for children whose primary language is not English. As California implements statewide TK expansion alongside distinct investments in multilingual learners, there is a critical opportunity to better understand the policies, practices, and systems necessary to ensure successful integration. This RFP seeks proposals that generate actionable, evidence-informed ideas and contribute to systemic opportunities to embed multilingual assets, resources, and practices into TK programs across Los Angeles Unified School District (LAUSD). First 5 LA seeks bold and creative proposals, grounded in the current best practices, that center families and children who have historically faced systemic barriers within the targeted neighborhoods, as indicated in **Appendix C - Targeted Neighborhoods and Priority Schools Map**, and demonstrate potential for scalability and systems change.

## B. Approach

This project is a learning partnership designed to support organizations already engaged in Multilingual and Dual Language Learner work to implement and test real-world strategies while generating shared learning alongside First 5 LA.

For clarity, this RFP does not require a comprehensive needs assessment, landscape analysis, or standalone research study. A preliminary landscape scan was used to inform the development of this solicitation. However, First 5 LA recognizes that the pilot will begin with varying levels of baseline information across sites. Proposers should assume that some baseline conditions will need to be validated during early implementation; however, this solicitation does not require a comprehensive

needs assessment. Proposer(s) may identify data gaps and practical data needs encountered during implementation; however, they are not expected to generate new large-scale datasets or conduct formal research studies within the pilot period.

An initial landscape scan conducted during the development of this RFP revealed limited formal data specific to multilingual learners (MLLs) in TK settings. While Proposers may not be positioned to generate large-scale datasets within the grant period, they are expected to help identify key data gaps, the types of data needed, and the entities best positioned to collect or produce that data. Future grantmaking may build upon this foundational work.

This engagement emphasizes applied learning and field-based insight, rather than standalone assessment or analysis. Applied learning in this context includes the implementation and testing of strategies in real-world settings that directly or indirectly impact access to multilingual TK within a **Targeted Neighborhoods and Priority Schools Map (see Appendix C)**, with learning generated through action rather than observation alone. Proposals should reflect a fast-paced, multi-strategy approach and may build upon work applicants are already undertaking, such as program implementation, policy advocacy, data gathering, or family and community engagement.

This project intentionally centers community-based and field-rooted expertise. Organizations already embedded within these systems and communities are uniquely positioned to provide practice-based insights that may not be accessible through time-limited external assessments. Collaborative proposals are encouraged, including partnerships or coalitions that bring together complementary strengths (e.g., data, policy, and family engagement) under a single proposal.

Engagement with LAUSD and/or LAUSD school sites is essential to the feasibility of this work. Proposers are expected to leverage existing relationships with LAUSD system partners or school sites to support implementation. While First 5 LA may support coordination and learning, it cannot guarantee access to LAUSD or serve as the primary intermediary for implementation activities.

### C. Project Goals

**Multilingual Learner Priority Goal (Overarching):** In alignment with First 5 LA's Equity Index, ensure that young children who have historically faced systemic barriers can equitably access and thrive in high-quality multilingual TK programs that affirm and build on their home languages, cultures, and linguistic assets.

**Exploratory Pilot Goal (Specific to this RFP):** To generate applied learning that strengthens understanding of data gaps, challenges, and opportunities related to multilingual TK access – including the availability of multilingual program options, equitable enrollment, and barriers that limit participation – and to identify promising practices and future strategies for reaching children who have historically faced systemic barriers.

### Exploratory Pilot Outcomes

1. Implementation and testing of one or more strategies aimed at increasing access to and enrollment in multilingual TK programs, in partnership with relevant stakeholders (e.g., families, community organizations, school or district leaders);
2. A final report documenting strategies tested, implementation outcomes, lessons learned, and implications for scale; and
3. Field-informed insights that may inform future opportunities for First 5 LA. Findings from this pilot may be used by First 5 LA to explore future efforts, which could include but are not limited to:
  - Sharing findings with LAUSD and other stakeholders for consideration and learning;
  - Supporting the launch of innovative strategies in high-need areas that were not prioritized in this pilot; and/or
  - Continuing or expanding investment in the implementation of promising strategies and additional learning.

This pilot represents an initial step toward identifying promising practices and understanding the additional resources, partnerships, and systems changes needed to expand multilingual TK services across Los Angeles County. Future efforts may build upon the learnings from this initial pilot.

#### **D. The Challenges**

As a newly expanded program, TK faces structural challenges across the sector. At the same time, its expansion presents a time-sensitive, high-leverage opportunity for First 5 LA to influence the foundation of an equity-driven multilingual TK strategy.

A targeted, initial scan, including interviews with practitioners and experts in the field, informed the development of this RFP and surfaced several key challenges and opportunities:

- **Insufficient data:** There is limited data available to fully understand the complex needs and opportunities related to MLL access in TK, including demand, waitlists, and the distribution of multilingual TK programs.
- **Infrastructure gaps:** the current system lacks foundational elements needed for high-quality multilingual TK implementation, including developmentally appropriate curriculum and aligned instructional support.
- **Enrollment misalignment:** Enrollment efforts may be misaligned with where the enrollment needs and opportunities exist, particularly in high-need communities. Practical barriers such as transportation, scheduling, and program logistics may outweigh the benefits of a multilingual program for families.

  

- **Workforce pipeline strain:** Disconnected early childhood and K-12 workforce systems contribute to shortage of educators with multilingual and dual-language expertise.
- **Policy and advocacy opportunity:** There is strong interest across districts, advocates, and families to advance multilingual TK, creating an opportunity to inform policy and systems change using data and learning generated through this pilot.

#### **IV. SCOPE OF WORK**

First 5 LA seeks proposals from qualified organizations to implement and test creative and innovative projects that accelerate and strengthen the development and quality of multilingual TK programs across LAUSD.

Projects may be implemented at a systems-level or site-specific level. Regardless of implementation approach, proposals must be designed to benefit one or more of the targeted neighborhoods identified in **Targeted Neighborhoods and Priority Schools Map - Appendix C**.

This Scope of Work is intentionally implementation-focused. Proposer(s) are expected to test strategies and generate learning through action, not to conduct a comprehensive assessment or produce a standalone evaluation of multilingual TK systems.

To support rapid learning and meaningful impact, this initiative will prioritize applicants with demonstrated community and systems relationships and the capacity to implement a rapid learning process in partnership with First 5 LA staff. Selected Proposers will work collaboratively with First 5 LA to implement and test strategies, and to identify practices, successes, challenges and recommendations in the focus areas below. The focus areas below represent a targeted, implementation-oriented subset of the challenges identified above. Proposers are not expected to address all challenges in Section III but should clearly describe how their proposed pilot strategy will address one or more of the focus areas below.

#### **A. Proposal Focus Areas and Strategies**

Competitive proposals will take a holistic approach toward solutions to one or more of the following focus areas:

- 1. Strengthening Workforce and Practice:** Efforts to improve teacher efficacy and system capacity, such as professional learning communities, peer-to-peer training, or credentialing and certification support.
- 2. Addressing Teacher & Pipeline Shortage:** Strategies that explore opportunities to strengthen and align the multilingual educator pipeline.
- 3. Curriculum and Assessment:** Examination of existing multilingual TK curricula and assessments, and identification of gaps or development needs.
- 4. Increasing Enrollment and Participation:** Family and community engagement strategies to increase access, enrollment, and awareness of the value of multilingual TK programs,
- 5. Modernize Systems and Processes:** Improvements to data systems, tools, and processes to better student and workforce needs and assets.

Note: Some strategies may be best suited for implementation at a school site or community level, while others may focus on district- or systems-level change; applicants should tailor their approach accordingly based on their strengths and partnerships.

Proposals may utilize one or more of the following strategies to address the focus areas described above. Additional aligned strategies not identified in this list may also be proposed at the applicant's discretion.

- 1. Capacity Building and Technical Assistance:** Activities that strengthen internal capacity and program quality.

For example: Projects that utilize intensive Technical Assistance (TA) or capacity building for activities toward curriculum development or enhanced professional development to strengthen

foundational or growing multilingual TK programs, or other efforts helping them to move from a motivated start to sustained quality efforts.

2. **Parent and Community Engagement:** Strategies focused on engaging multilingual families, addressing potential enrollment barriers (e.g., immigration-related fears, information sharing, technological barriers, etc.), and utilizing diverse communication channels (e.g., ethnic media outreach) toward the end goal of increasing enrollment in multilingual TK.
3. **Policy and Systems Change:** Efforts to advance policies and decision-making processes within LAUSD or at specific high-need school sites as indicated on **Targeted Neighborhoods and Priority Schools Map - Appendix C**, toward increasing access to, and enrollment in multilingual TK programs.
4. **Narrative and Communications:** Strategies that shift narratives, inform stakeholders, and support increased enrollment in multilingual TK programs.

Proposers may assume that some baseline conditions will need to be validated during early implementation. While this RFP does not require a comprehensive assessment, the proposers may include a short initial start-up phase (e.g., 2–4 weeks) to refine activities and validate baseline assumptions.

## DELIVERABLES

Selected Proposer(s) are expected to **implement and test strategies** that advance multilingual TK access and enrollment, generate applied learning, and produce actionable outputs that inform First 5 LA's ongoing multilingual learner efforts. Activities and deliverables include:

1. **Implementation of Pilot Strategies**
  - Validation of assumptions and the current state of specific sites proposed, if needed.
  - Test one or more strategies designed to increase access, enrollment, or quality in multilingual TK programs.
  - Document challenges, successes, and lessons learned from implementation.
  - Engage families, community partners, and district stakeholders in the testing process as appropriate.
  - Participate in ongoing learning and reflections check in sessions with First 5 LA. The cadence of check-in sessions will be negotiated upon award.
2. **Pilot Insights Report** – At the conclusion of the project, Proposers will submit a report documenting what was implemented, tested, and learned during the pilot, including:
  - Summary of strategies tested and implementation approaches.
  - Observed successes, challenges, and early outcomes.
  - Lessons learned to inform next steps and guide the development of the framework/roadmap.

3. **Framework / Roadmap** – to provide actionable guidance and strategic direction for First 5 LA, LAUSD, and other stakeholders, Proposer(s) will develop a forward-looking framework/roadmap for future investment, systems change, and scale. Framework/Roadmap may be a component of the Pilot Insights Report deliverable, or a standalone report and should include:

- A district partnership framework that can serve as a model for collaboration among local education agencies, community organizations, and families.
- A policy and funding brief that identifies current opportunities and gaps for policymakers at the state, local, and district levels.
- Findings and recommendations of best and promising practices for increasing multilingual TK enrollment across LAUSD.

## V. ELIGIBILITY

Proposers must meet the following minimum requirements:

- Eligible Applicants include: Community-based organizations (with an active 501(c) 3 status or fiscally sponsored), Local Education Agencies, or other organizations working in direct partnership with LAUSD schools offering TK.
- Experience in early childhood education, multilingual programs, or family/community engagement.
- Demonstrated ability to leverage existing, active relationships with LAUSD system partners and/or LAUSD school sites to support implementation and testing of the proposed pilot strategies.
- Proposed project is implemented in, or directly impacts, one or more of the targeted neighborhoods as indicated in **Targeted Neighborhoods and Priority Schools Map - Appendix C**.

### Use of Targeted Neighborhoods and Priority Schools Map

Applicants should use the **Targeted Neighborhoods and Priority Schools Map (Appendix C - [access here](#))** to identify the eligible neighborhoods and schools that are the focus on this exploratory pilot. Proposals that include site- or community-based strategies must specify the neighborhood(s) and/or school site(s) where activities will take place.

Applications proposing district- or systems-level strategies are not required to select specific neighborhoods or schools; however, they must clearly describe in the Proposal Narrative how their approach will prioritize and benefit the identified communities and schools through an equity lens.

Eligibility requirements are the minimum requirements to apply. If your entity is required to register with the California Secretary of State's website, First 5 LA will verify an "active" status via California Secretary of State's website: [Search | California Secretary of State](#).

Proposers that do not meet the requirements above or do not have an "active" status via California Secretary of State's website (if applicable) will not pass the first level of review (see *Section X. Selection Process and Review Criteria*).

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## VI. DESIRED QUALIFICATIONS

The desired qualifications include the following:

### Content & Community Experience

- Demonstrated expertise in Dual Language Learners (DLL)/ Multilingual Learners (MLLs) in TK or early education settings.
- Knowledge of instructional practices, curriculum and/or program design that supports MLLs.
- Experience working across education systems and community-based settings to support multilingual learners and their families.
- Strong understanding of the state and local policy landscape impacting DLL/MLL education.
- Understanding of the historical systemic barriers to multilingual learning and strategies to mitigate them.
- Demonstrated commitment to equity and experience working with young children who have historically faced systemic barriers.
- Experience engaging families through culturally and linguistically responsive, trust-based approaches.
- 
- Experience designing or implementing early-stage, exploratory, or pilot initiatives where approaches are tested and refined over time.

### Implementation & Learning Capacity

- Ability to pilot strategies, gather learning, and adapt strategies in real time.
- Experience documenting implementation processes, challenges, outcomes.
- Ability to translate practice-based learning into actionable recommendations and frameworks that inform future work.

### Partnerships & Collaborative Relationships

- Established relationships with LAUSD system partners (e.g., school board members, administrators, school-site leaders, formal parent groups).
- Partnerships that bring complementary expertise (e.g., data, policy, parent engagement, curriculum development).
- Collaborative proposals that include multiple organizational partners working together to advance multilingual TK access, enrollment, and quality.

### Proposer Archetypes

Below is a list of different Proposer archetypes – by no means exhaustive – that speak to the different types of organizations that offer unique perspectives and strategies for this work.

- A non-profit that works directly with schools and families to enroll children into multilingual TK programs.

- A non-profit organization working with community leaders to engage LAUSD on policy and systems change efforts around DLL multilingual programs.
- A non-profit organization working to collect data for public use on multilingual TK programs.
- A non-profit organization that is working with a collective, collaborative, or some combination of the above organizations working together to advance strategies that would increase multilingual TK access and enrollment. **Please note that one non-profit will still have to submit on behalf of the collective and will be designated as the contracting entity.**

## **VII. EVALUATION CRITERIA**

Proposals will be reviewed and scored based on the following criteria:

- **Organizational Experience and Qualifications (25 maximum points possible)** – The extent to which the organization's background and experience is relevant to the scope of work in the proposal, including any proposed partners and their experience and expertise. This will include how the proposer demonstrates their qualifications, experience, expertise, and capacity to perform the work proposed in this RFP.
- **LAUSD & Community Partnerships (25 maximum points possible)** – The extent to which proposers have *established*, meaningful relationships with relevant LAUSD systems partners (e.g., school board members, administrators, school-site leaders, parent groups) and community-based organizations working to advance opportunities in multilingual TK programs.
- **Proposal Narrative (40 maximum points possible)** - Proposals will be assessed on the clarity, feasibility, and strength of the applicant's overall approach to this RFP. Reviewers will assess the extent to which the proposal narrative:
  - Implementation Approach: Clearly describes the proposed work and implementation approach (e.g., site-specific or systems-level), including how the project is designed to equitably benefit one or more of the high-need targeted neighborhoods identified in **Appendix C**.
  - Overview of the Proposed Work: Presents a well-defined methodology, timeline, desired impact, and use of relevant data, or plans to address data gaps, appropriate for an exploratory pilot.
  - Strategies to be Implemented: Clearly articulates the interventions or strategies to be implemented and tested, with demonstrated alignment to Scope of Work outlined in Section IV. Proposals that integrate multiple strategies and address interconnected challenges related to multilingual TK access, enrollment, and quality will be more competitive.
  - Learning Through Implementation: Demonstrates a thoughtful approach to learning through implementation, including documentation of lessons learned and use of insights to inform future efforts by First 5 LA and partners.
  - Sub-contractors (if applicable): Effectively leverages collaboration, including clear roles, responsibilities, and coordination among proposed partners.

- **Proposed Budget (10 maximum points possible)** - The extent to which the budget is reasonable, cost-effective, and clearly outlines all costs associated with completing the scope of work described in this RFP. The budget should include expenses such as personnel, materials, travel, stipends, etc.

**Total possible points - 100**

### **VIII. TERMS OF PROJECT**

First 5 LA expects to enter into agreements with up to two (2) Proposers for a seven-month agreement for a not-to-exceed amount of \$250,000 per agreement. The anticipated start date is April 17, 2026, subject to approval by First 5 LA's Board of Commissioners. Final award amounts will be determined during the negotiation phase and will align with the proposed scope of work, level of effort, and project feasibility within the seven-month timeframe. Proposers should submit a budget that reasonably reflects the personnel, activities, materials, and operational costs necessary to complete the proposed

work. Budgets must be aligned with the Scope of Work and demonstrate cost-effectiveness and the ability to deliver high-quality results within the contract period.

At First 5 LA's sole discretion, the selected Proposer(s) may be eligible for renewal for one (1) additional twelve-month period, contingent upon satisfactory performance, continued alignment with First 5 LA priorities, and availability of funds.

First 5 LA anticipates that the findings from the Multilingual Exploratory Pilot RFP may inform future implementation efforts. At First 5 LA's sole discretion, a separate solicitation may be released in the future to support implementation activities or related work.

Release of any future solicitation is not guaranteed and will be subject to First 5 LA priorities and funding availability. Proposer(s) selected under this Multilingual Exploratory RFP will need to be assessed for Conflict of Interest for future funding opportunities that are derived from this initiative.

First 5 LA reserves the right to terminate the contract if the quality of services is not to First 5 LA's satisfaction.

A schedule of regular reports will be jointly determined by First 5 LA and the selected proposer. Additional contract management requirements and/or reports will be determined by First 5 LA and selected proposer during negotiations. The selected proposer shall have technological capabilities for efficient phone and email communication to facilitate interaction with First 5 LA staff and other partners as necessary.

This will be a fixed-price contract. Payments will be based on a fixed price that is not subject to any adjustment by reason of costs experienced by proposer in the performance of the contract. A final budget will be negotiated with the selected proposer. Under this agreement, payments will be tied to the successful completion of specific deliverables. The total contract amount will be negotiated with the selected proposers based on the scope of work and deliverables described in this RFP.

### **IX. SELECTION PROCESS**

First 5 LA will review proposals based on the multi-stage review process detailed below. Reviewers will be assessed for conflicts of interest with proposers and sign a Conflict-of-Interest form to certify that there are no conflicts of interest.

#### Level 1 Internal Review

First 5 LA will evaluate all proposals for completeness and minimum requirements. Basic requirements include timely receipt of proposal, submission of all required documents sought in Section Required Documents, and adherence to eligibility requirements described in Section V. Eligibility. Proposals with omissions of any required documentation are subject to disqualification.

First 5 LA will also conduct a due diligence review which includes a review of the Litigation and Contract Compliance form (Appendix D: Due Diligence Assessment Form), a review of whether proposer (that are current and former proposers, Proposers and vendors) currently remain placed in non-compliant status by First 5 LA under any existing and past agreement with First 5 LA and verify an “active” status via California Secretary of State (if applicable). First 5 LA reserves the right to request additional information, if needed, to validate eligibility and/or and minimum requirements.

Additionally, First 5 LA will conduct a conflict of interest review for proposers including any proposed subcontractors.

Proposal must pass Level 1 review in order to move to Level 2.

#### Level 2 Proposal Review

Proposers that pass Level 1 review will advance to Level 2 Proposal Review, where reviewers will evaluate and score submissions based on the Evaluation Criteria outlined in Section VII. Reviewers may participate in a calibration session before finalizing scores to ensure consistency and fairness. First 5 LA may follow up with proposers to ask for clarification in the proposal as needed.

#### Level 3 Interview

The top three (3) highest scoring proposers from Level 2 Proposal Review will proceed to Level 3 Interview. Only key personnel included in the proposal can participate in the interview. Tentative interview dates are included in Section I: Timeline for Selection Process and are subject to change at First 5 LA's sole discretion. Interviews will be held either at First 5 LA or via telephone or a virtual platform (e.g. Zoom or Microsoft Teams). Reviewers may participate in a calibration session prior to finalizing scores. Further written materials may be requested prior to or after the interview. First 5 LA reserves the right to schedule additional interviews/meetings.

#### Award of Contract

The highest scoring proposer from the combined score of Level 2 Proposal Review and Level 3 Interview will be recommended to First 5 LA's Board of Commissioners for award of the contract. First 5 LA anticipates awarding up to two (2) contracts under this RFP. First 5 LA reserves the right to request modifications to proposed budgets or scopes of work prior to finalizing contract awards.

## **X. REQUIRED DOCUMENTS**

The documents listed in this section are required in proposer's response to this RFP to be considered a responsive proposal. Appendix B – Application Checklist is available to assist in application completion. Omission of any document/form will constitute an incomplete proposal and may be grounds for disqualification. Proposals that exceed First 5 LA's page limitation requirements will be adjusted by the removal of page(s) from the application. Pages will be removed before the Level 2: Proposal Review. The removed page(s) will not be made available to reviewers.

Unless explicitly requested below, do not embed hyperlinks in your proposal documents. Any hyperlink included in proposal documents will be deactivated before the Level 2: Proposal Review and will not be made available to reviewers. Do not include any cover pages unless explicitly requested.

- **Online Application:** In order to respond to this RFP, proposers must complete an online application form and submit all required documents specified below through the online application system. *If applying with a Fiscal Sponsor, all information requested in the on-line application for the applicant organization must be that of the Fiscal Sponsor.* Proposers must set-up an online account in order to access the application form. Instructions on setting up the account and access the online application may be found at <http://www.first5la.org/article/first-5-la-online-application-help/>.

To access the online application:

<https://bbgm-apply.yourcausegrants.com/apply/programs/f8b0ed8a-ab18-4ebd-a947-7618425e29f3>

- **Due Diligence Assessment Form (Appendix D):** Please read the information on the required Litigation and Contract Compliance form thoroughly and include a signed copy by the proposal deadline. If you checked “Yes” to any of the questions on this form, please explain whether this will impact the project on this solicitation.
- **Organizational Conflict of Interest Form (Appendix E):** Please read the information on the required Appendix E – Organizational Conflict of Interest Form thoroughly and submit a signed completed form. Only complete the section applicable to you (No Conflict of Interest or may be conflict of interest, but not both sections.).
- **Fiscal Sponsorship Agreement or Memorandum of Understanding (MOU) (If applicable – required if applying with a Fiscal Sponsor).**
- **Business License, if applicable** (e.g., Business license, if required by the City or County in which your organization operates)
- **Proposal Narrative: (Maximum of 8 pages; with 11-point font with 1" margins)** Proposals should provide a detailed description of the applicant’s approach to fulfilling the components of this RFP. The narrative should include:
  - A) **Implementation Approach:** Describe the implementation approach for the proposed project (e.g., systems-level or site-specific). If the project is site-specific, applicants must identify the target neighborhood(s) and/or school site(s) as indicated in Appendix C, where the proposed project will be implemented. If the project is district- or systems-level, explain how it is intentionally designed to benefit the target geographies identified in Appendix C through an equity-centered lens.
  - B) **Overview of the Proposed Work:** Outline the proposed work, including overall approach, methodology, available data and/or data gaps, timeline, desired impact, and key deliverables. Describe the context and need the proposed pilot seeks to address.
  - C) **Strategies to Be Implemented:** Clearly articulate the specific interventions or strategies that will be implemented and tested to achieve the goals of the exploratory pilot. A non-exhaustive list of possible strategies are detailed in *Section IV. Scope of Work*. Proposals that integrate multiple strategies or approaches will be more competitive.

D) **Learning Through Implementation:** Describe how you will learn from the strategies you implement, including how you will document lessons learned, adapt approaches as needed, and generate insights to inform future efforts.

E) **Sub-Contractors (if applicable):** Applicants proposing the use of subcontractors, must identify all partners, describe their roles and responsibilities, and explain how the partnership will operate in practice. The applicant will be the sole proposer and contracting entity and will be responsible for the performance of all partners.

- **Qualifications Narrative: (Maximum of 4 pages; with 11-point font with 1" margins)** Knowledge, Skills, & Experience: Please describe your team's qualifications (including any proposed subcontractors), skills, and experience and explain how they are aligned with the Project Overview, the Scope of Work, and the Desired Qualifications in Sections III, IV, & VI, respectively.
- **LAUSD & Community Partnerships Statement: (Maximum of 2 pages; with 11-point font with 1" margins)** Please describe the established, meaningful relationships with relevant LAUSD systems partners (e.g. school board members, administrators, school-site leaders, parent groups) and/or community-based organizations that will be leveraged to fulfill the components of this RFP. Provide a brief description of the nature of each relationship and how these relationships will be actively leveraged to support implementation, testing, learning and stakeholder engagement during the pilot period. First 5 LA may verify partnership information during reference checks.
- **Resumes or Curricula Vitae:** Include resumes or curricula vitae for key personnel including proposed subcontractors, if applicable, who will exercise a major policy, administrative, or consultative role in carrying out the work described in Section IV. Scope of Work. Each Resume or Curricula Vitae must be no more than three (3) pages. Do not embed hyperlinks in resumes.
- **Proposed Budget/Pricing and Narrative:** Use the attached Appendix F- Deliverables-Based Budget Template to provide your proposed budget. Additionally, provide a brief narrative and description of how funds will support project activities.

**Failure to submit all required attachments may constitute an incomplete proposal and may be grounds for disqualification.** Proposers are responsible for any errors and omissions in their proposals and applications. In order to respond to this RFP, please complete and submit your proposal and all required documents to First 5 LA via online portal no later than **5:00 PM PST on March 3, 2026**. **Proposals received after this deadline will not be considered and will be automatically disqualified.**

It is the responsibility of the proposer to ensure, prior to submission, that its proposal reflects the requirements of this solicitation, including any addenda First 5 LA may have issued. Proposers should not wait to submit documents through the online application system minutes before the submission deadline. First 5 LA will not be responsible for any delays proposers may encounter with the online application system.

## **XI. TERMS OF THE RFP**

First 5 LA has the right to amend this solicitation by written addendum. First 5 LA is responsible only for that which is expressly stated in the solicitation document and any authorized written addenda

thereto. Such addenda shall be made available via the online funding center. Failure to address the requirements of an addendum may result in the proposal not being considered, at the sole discretion of First 5 LA. It is the responsibility of proposers to ensure, prior to submission, that their application reflects the most recent addenda information and RFP requirements. Addenda to this solicitation, if any, will be posted on First 5 LA's website at <https://www.first5la.org/news-resources/funding-center/>

First 5 LA reserves the right to reject all bids and re-advertise for bids, and that failure to comply with bid specification may be grounds for disqualification of bids. Each bidder or proposer shall be required to honor the price and specifications quoted for a minimum of ninety (90) calendar days following submission of the bid unless otherwise approved by First 5 LA. First 5 LA may waive any irregularity in bids or proposals if the irregularity does not provide an unfair competitive advantage over other bidders or proposers. First 5 LA also reserves the right to cancel this RFP, in its sole discretion, at any time before execution of a contract.

The Fiscal Sponsor is considered the Proposer/Proposer and therefore it is responsible for all legal aspects of the contract/grant. As the Proposer/Proposer, the Fiscal Sponsor agrees to be accountable to First 5 LA for the programmatic and financial outcomes of the contract/grant. All information requested in the on-line application for the applicant organization is that of the Fiscal Sponsor.

First 5 LA shall not be liable for any costs incurred in connection with a proposer's preparation of a proposal in response to this RFP. Any cover letters, résumés and curriculum vita, including attached materials, submitted in response to this RFP shall become First 5 LA's property and subject to public disclosure.

Each proposal shall be retained for official files and will become public record upon submittal unless the proposal or specific parts of the proposal can be shown to be exempt from disclosure by law. The budget, scope of work and other contractual information may be included in board materials which are made public if the contract requires board approval. Each proposer may clearly label parts of a proposal as "CONFIDENTIAL" if the proposer thereby agrees to indemnify and defend First 5 LA for honoring such a designation. The failure to so label any information that is released by First 5 LA shall constitute a complete waiver of all claims for damages caused by any release of the information. If a public records request for information labeled confidential is received by First 5 LA, First 5 LA will notify the proposer of the request. Within seven (7) calendar days after First 5 LA's notification to the proposer, it will be the proposer's duty to act in protection of the labeled information. The proposer's failure to so act shall constitute a complete waiver.

The proposer agrees that, by submitting application proposal, the proposer authorizes First 5 LA to verify any or all information and/or references submitted in the proposal.

False, misleading, statements in connection with a proposal shall be sufficient cause for rejection of the proposal at any time. The evaluation and determination in this area shall be at First 5 LA's sole judgment.

First 5 LA may waive any irregularity in bids or proposals if the irregularity does not provide an unfair competitive advantage over other bidders or proposers.

## **XII. CONTRACTUAL CONSIDERATIONS**

The successful proposer must sign and adhere to the provisions of the First 5 LA Contract (see sample Contract - Appendix A). The successful proposer must execute the Contract without substantive alteration. All proposers must review the sample Contract in detail and fully understand the contractual obligations described in the Contract, including all insurance requirements. If a satisfactory agreement

cannot be negotiated within 30 days of award, First 5 LA may, at its sole discretion, begin negotiations with the next qualified proposer, as determined by First 5 LA. First 5 LA may, after contract award, amend the awarded contract, scope of work and any other exhibits in accordance with the terms of the contract and as needed throughout the contract term to best meet the needs of First 5 LA.

First 5 LA may, at its discretion, request that the Proposer undertake additional, unanticipated, activities that are aligned to the project objectives of this RFP and incorporate such activities into the final Scope of Work/Performance Matrix and Budget, if applicable.

Current and former First 5 LA Proposers, proposers and vendors must be in good standing and compliant with all aspects of current and former agreements with First 5 LA in order to be eligible to respond to this RFP. First 5 LA may deem a proposer ineligible to respond to this RFP if it finds, in its sole discretion, that the proposer has done any of the following: (1) violated any term or condition of a First 5 LA agreement; (2) committed any act or omission, or engaged in a pattern or practice, that negatively reflects on the proposer's quality, fitness or capacity to perform services listed in this RFP; (3) committed an act or offense that indicates a lack of business integrity or business dishonesty; or (4) made or submitted a false claim to First 5 LA or any other public entity.

As stewards of public funds First 5 LA's Funding Guidelines (<https://www.first5la.org/article/funding-guidelines/>) are intended to provide information about the restrictions on the use of First 5 LA funds. Although these Funding Guidelines are applicable generally, the terms of individual funding agreements will always take precedence over these guidelines.

The award of a contract by First 5 LA to an individual/agency/organization that proposes to use subcontractors for the performance of work under the contract resulting from this RFP process shall not limit First 5 LA's right to approve subcontractors, assemble teams and/or assign leads. Each proposer will be evaluated independently for added value to the overall team. A copy of executed subcontract(s) related to Program funding must be provided to First 5 LA.

The commencement of any activities under the contract's Scope of Work (Exhibit A) will not begin until the contract execution date (the date all parties have signed and delivered the contract) and the successful proposer will not be eligible to obtain reimbursement for any costs incurred prior to the contract execution date, unless otherwise approved in writing by First 5 LA. If the awarded contract is not signed by the successful proposer within thirty (30) calendar days from the proposed intended start date, First 5 LA may withdraw the contract award. First 5 LA may revise the proposed effective date prior to final execution of the awarded contract.

If the value of the contract is \$150,000 or more in the aggregate in any fiscal year, the award and execution of the contract is subject to First 5 LA's Board approval. Any performance of services commenced prior to obtaining all written approvals by First 5 LA shall be considered voluntary prior to final execution of the contract.

The Proposer shall ensure that the Proposer, its employees and subcontractors, as well as the participants in any program or service conducted hereunder, comply with all applicable federal, State and local public health orders to protect against the spread of the COVID-19 virus or other public health threat, including, without limitation, maintaining social distancing requirements, avoiding unnecessary or non-essential gatherings, and providing or requiring personal protective devices such as face masks, gloves and cleaning supplies.

Unless otherwise submitted during the RFP process, the successful proposer will be required to submit additional required documentation, including, but not limited to, the following documents before the awarded contract can be fully executed:

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- Due Diligence Assessment Form
- Signature Authorization Form and supporting documents as described in form

*If Applicable:*

- By-laws
- Articles of Incorporation
- Board of Directors or List of Partners
- Annual Independent Audit for prior fiscal year or calendar year
- Appropriate business licenses
- IRS Determination Letter for non-profit status
- Completed IRS Form W-9
- Memorandums of Understanding and Subcontracts (for any sub-proposers, collaborators, and/or partners)

It is First 5 LA's intent to contract with independent proposers as defined under California's AB 5 and not to create an employer/employee relationship.

### **XIII. APPEALS POLICY**

First 5 LA reserves the right, without prejudice, to reject any or all submitted proposals. An appeal shall be permitted only on the grounds that the decision violated applicable law, First 5 LA policies and procedures, or the terms of the solicitation. Appeals challenging First 5 LA's decisions on the merits or qualifications of bidders or proposers, or the scoring of proposals shall not be permitted. Appeals regarding First 5 LA's decisions on procedural or formatting errors, such as failure to include required documentation or failure to comply with page limits, shall not be permitted. An appeal of a First 5 LA decision shall be in writing and filed within ten (10) business days following the date the notification of decision is made by First 5 LA. The appeal must be filed by email to the designated contact person on the solicitation or other method described in the solicitation. An appeal shall be deemed filed on the date it is received by First 5 LA. Any appeal received by First 5 LA after the close of business on the tenth (10th) business day following the date the notification of decision is issued shall be rejected. Please be advised that your agency has the right to appeal the decision. First 5 LA's Appeals Policy can be found at <https://www.first5la.org/wp-content/uploads/2021/10/Procurement-Policy-2021.pdf>. Please refer to Section XI. Appeals for more information.

### **XIV. APPENDICES**

**For Informative Purposes:**

- Appendix A – Sample Contract
- Appendix B – Application Checklist
- Appendix C – Targeted Neighborhoods and Priority Schools Map

**For Submission:**

- Appendix D – Due Diligence Assessment Form
- Appendix E – Organizational Conflict of Interest Form
- Appendix F – Proposed Budget and Budget Narrative