

Request for Application – Child Care Services Association

November 2020

Project Title

Increasing ECE Access for Families Experiencing Homelessness

Project Type

Contract with Child Care Services Association (CCSA) for services in the Preschool Development Grant titled ***Increasing ECE Access for Families Experiencing Homelessness***.

Purpose of the Contract

The purpose of this grant is to ensure that the parents of infants, toddlers and preschoolers experiencing homelessness receive early childhood services to promote their children's wellness and readiness to succeed in school and are connected to needed resources for their young children.

This work is funded as part of a project to increase access to high-quality child care for families who are experiencing homelessness and find high-quality care out of reach because of cost, transportation issues, isolation, proximity, or other access barriers.

General Description

Contractor will work with CCSA to develop and lead a pilot program in North Carolina designed to provide training and technical assistance (T&TA) to Emergency Homeless Shelters and Transitional Housing (ES/TH) programs that serve families with children ages 0-5. T&TA will support selected pilot programs by using the newly validated and revised [Early Childhood Self-Assessment Tool for Shelters](#) to become equipped to serve families with young children and to create environments that assist the physical, socio-emotional, and intellectual development of children as they experience homelessness. Contractor will also help pilot programs develop or deepen relationships with local Early Care and Education (ECE) programs.

Timing and Funding

Funding for this project is made available through the North Carolina State University (NCSU) under contract with the North Carolina Department of Health and Human Services, Division of Child Development and Early Education. Funding is provided through the Preschool Development Grant (PDG) of the U.S. Department of Health and Human Services. Contractor should be prepared to begin work as soon as approval is received from NCSU. The PDG grant was awarded by the federal government for three years, though it is subject to annual allocation.

Responsibilities and Tasks

- Participate in the Yay Babies! Homelessness Workgroup meetings and planning, as available.
- Develop criteria and a process to recruit and engage ES/TH programs in the pilot program. Submit potential pilot sites to CCSA for final approval.
- Enroll selected ES/TH programs into the pilot program and use the validated and revised [Early Childhood Self-Assessment Tool for Shelters](#) to work with the pilot sites to:
 - Strengthen services to families with young children and
 - Connect children experiencing homelessness with quality early childhood programs.

- Develop pre- and post-assessment tools for the shelter programs and staff to gather basic data about engagement with children and families in their care.
- Design and implement training to:
 - Increase staff knowledge about supporting families with young children;
 - Increase understanding of what safe and appropriate physical environments entail for young children in their programs;
 - Learn how to use the validated *[Early Childhood Self-Assessment Tool for Shelters](#)*;
 - Promote staff knowledge and understanding about quality child care options; and
 - Ensure staff know how to effectively collaborate with early childhood providers to assist families find early learning opportunities as they pursue permanent housing.
- Provide TA on how to use the validated *[Early Childhood Self-Assessment Tool for Shelters](#)* to improve services to children and families and support on-going planning and implementation.
- Consult with pilot sites to ensure that their facilities are safe and appropriate for the development of young children.
- Ensure that pilot sites connect families to needed resources such as high-quality early childhood programs (e.g. Head Start/Early Head Start programs, Pre-K and 4- and 5- star rated child care programs, family child care homes).
- Support staff in completion of a baseline self-assessment and assist the program in developing action plans with realistic goals and achievable steps. Encourage ES/TH programs to plan a second self-assessment during the pilot program to measure growth and success.
- Monitor shelters' abilities to achieve their action plans and provide additional TA as needed.
- Collect and analyze baseline data from the self-assessment tool, as well as measure any changes identified during repeat assessments.
- Design reporting templates and provide reports describing collected data, analyses and any recommendations. Data reports at a minimum must capture:
 - Pre and post tests for pilot sites;
 - Training and TA events and participant numbers;
 - Comparisons of initial and follow up self-assessment results in ES/TH programs;
 - Measurable growth in a minimum of one section of the revised *Early Childhood Self-Assessment Tool for Shelters* (i.e. health & safety; wellness & development; workforce standards & training; programming; food & nutrition);
 - Pre-intervention and post-intervention numbers of children at pilot sites enrolled in ECE programs;
 - Completion success rate for pilot site action plans;
 - Documented connections between ECE programs and ES/TH programs in communities; and
 - Other information required by the funder.
- Assist the ES/TH programs in creating partnerships with ECE programs in each pilot community to:
 - Support relationship building and encourage collaboration
 - Identify barriers and increase children's access to quality early learning settings (e.g. Head Start/Early Head Start programs, Pre-K and 4- and 5- star rated child care programs, family child care homes).

Budget

The contractor must submit a Budget for this project for one year. Funding is awarded yearly.

Subcontractor Qualifications

- Extensive knowledge of and experience with Emergency Shelters/Temporary Housing facilities that accept families with young children.
- Knowledge of early childhood care and education programs.

- Proven project management capabilities including: program design; recruitment; pre and post testing; training and technical assistance; coaching and monitoring of action plans; data collection, analysis and reporting; and community collaboration.
- Ability to embrace diversity in people and perspectives and suspend judgement.
- Ability to address equity gaps within the early childhood and homelessness systems.
- Ability to attend statewide, regional and local meetings as required, and to travel to pilot sites and communities across North Carolina as needed post COVID-19.
- Ability to work remotely and conduct business as required during the COVID-19 pandemic.
- No substantiation or criminal convictions of child abuse and neglect; complete a background check

To Apply

- Email your proposal to Marsha Basloe, President, CCSA at mbasloe@childcareservices.org before 5pm EST on December 18, 2020.
- Ensure that your proposal is no more than 12 pages.
- Address the Responsibilities and Tasks and Subcontractor Qualifications sections as articulated in this RFA.
- Describe your approach to the work and your capacity to successfully complete this work. Include a description of past project management work.
- Address your knowledge of issues related to both homelessness and early childhood as well as your work with either or both types of programs.
- Use the following formatting:

Font:	Times New Roman
Spacing:	Double spaced
Margins:	One inch margins on all sides for the narrative sections
Paper:	8 ½ x 11 inches
Header:	Applicant Name
Footer:	Page Number

- All acronyms used in the proposal must be defined.
- **The submission deadline is 5pm EST on December 18, 2020. No late proposals will be accepted.**

Evaluation

CCSA will evaluate all proposals that meet the application criteria above. Information must be at a level of detail that enables effective evaluation and comparison between proposals. CCSA reserves the right to reject all proposals and/ or to not enter any contract once proposals are evaluated.