

Request for Proposals

Early Learning Hub Grants

2016-2017

Grant Application Due Date: October 3, 2016

Douglas Education Service District
South-Central Early Learning Hub
1871 NE Stephens Street
Roseburg, OR 97470



Cover Letter

Funding Period: October 1, 2016 – June 30, 2017

RFP Due Date and Time: *October 3, 2016 by 4:30 PM*

Background

The South-Central Oregon Early Learning Hub (SCOELH) is the regional Early Learning Hub, serving Douglas, Klamath and Lake Counties. By working with multiple organizations, groups, and individuals throughout the three counties, the Hub is building a collaborative and family-centered system of services for children, (birth through five years and their families). Working within a Collective Impact construct, efforts and activities are aligned towards achieving shared goals and shared measures of success.

SCOELH supports unserved and underserved children and families in our region to learn and thrive by making resources and supports more available. We focus on young children and their families because research is clear that giving children a strong start helps set them on a path toward future success, in school and in life.

SCOELH has a strong commitment to engaging families as partners in young children's development. We are building a foundation of equitable family engagement in program planning and policy decisions. Hubs include parents in their work and use their feedback to drive community efforts.

SCOELH currently brings in families through formal representation in the governing board. To secure the parent voice in the future, families will be involved on advisory councils.

SCOELH is committed to three major goals: *the early childhood system is aligned, coordinated, and family-centered; children are supported to enter school ready to succeed; and families are healthy, stable and attached.* Within each of these goals there are specific metrics, objectives, and short-term indicators that help guide the initiatives and activities of the Hub.

Key Metrics

- **Strategic Plan Goal:** Services are coordinated and effective
 - **Metric 1.4:** Program participation data demonstrates increase in services to children and families in the target population.
 - **Hub Outcome:** Disparities in access to services and supports are reduced and services and supports are culturally responsive.
- **Strategic Plan Goal:** Children are ready for kindergarten
 - **Metric 2.2:** Increase the number of children from Early Head Start, Head Start, OPK, Relief Nurseries, Healthy Families Oregon and/or other waiting lists served by a Hub subcontractor.

- **Hub Outcome:** Children arrive at kindergarten with the social-emotional, language and cognitive skills that will support their success in school.
 - **Metric 2.3:** Increase in the number of 3,4 and 5-star QRIS providers serving children from high poverty “hot spots”, as designated by DHS, and an increase in the number of children served in hot spots.
 - **Hub Outcome #1:** Early care and education programs and providers are equipped to promote positive child development.
 - **Hub Outcome #2:** Disparities in outcomes for children of color and from low-income families are reduced.
 - **Metric 2.4:** Increase in percent of children who receive a developmental screen before the age of 3.
 - **Hub Outcome:** Children arrive at kindergarten with the social-emotional, language and cognitive skills that will support their success in school.
 - **Metric 2.5:** Increase in percentage of children enrolled in kindergarten before the start of school year.
 - **Hub Outcome:** Children and families experience aligned, culturally responsive instructional practices and seamless transitions from early learning programs to kindergarten.
- **Strategic Plan Goal:** Families are stable and attached
 - **Metric 3.1:** Increase in percentage of children in Employment Related Day Care (ERDC) in a 3, 4 or 5-star QRIS program.
 - **Metric 3.2:** Increase in the number of children and families served by DHS (e.g., through TANF or child welfare) who are receiving early learning, parent education or family support services.
 - **Metric 3.3:** Increase in the percentage of children on OHP who make it to 6 or more well-child visits by 15 months of age.
 - **Hub Outcome #1 (for all Goal 3 metrics):** Families have positive physical and mental health, supported by access to high-quality health services.
 - **Hub Outcome #2 (for all Goal 3 metrics):** Parents and families have the confidence, knowledge and skills to support healthy attachment and the positive development of the children in their care.
 - **Hub Outcome #3 (for all Goal 3 metrics):** Families have adequate resources to meet their needs, such as housing and transportation, access to healthy communities, and supports to strengthen their resilience to stress
 - **Hub Outcome #4 (for all Goal 3 metrics):** Working families have access to safe and affordable child care that promotes positive child development.

General Eligibility

To be eligible for this funding, the following criteria must be met:

- These funds **may not** be used for administrative overhead or capital expenditures. Direct service funds only.
- Grant services are focused on children, birth through five years of age and their families.
- The grant proposal defines how two or more programs are collaborating, each making aligned contributions to the outcomes.
- The project addresses a demonstrated need.
- The proposal clearly identifies the geographic region to be covered and the number of children to be served.
- The method of collecting data is clearly identified.
- The proposal describes how evidence-based, best, or promising practices will be used.
- The proposal clearly demonstrates how the project will advance the goals of the Hub.
- The project incorporates the basic principles of the Oregon Department of Education Equity Lens.

Grant Stream Requirements

The Hub is offering grants in five separate grant streams: *Family Support, Great Start, School Readiness, Healthy, Stable and Attached, and Kindergarten Partnership Innovation.*

Services for all grant streams must be provided in a culturally competent and gender-specific manner that reflects the population, needs and resources of the community. The criteria for each grant stream is:

1. Family Support Services

Expenditures must fall within outlined services below:

Eligibility: All children (ages 0-6) and their families. Family Support Services must (1) be family-focused and targeted to the family and not only the child or other individual family member(s); (2) be focused on at-risk families so that the services will have an impact on the population that would otherwise require services from DHS; and (3) focus on child welfare (not educational needs or other services which are the responsibility of other agencies). Family Support Services (Title IV-(B)(2)) funds allocated may not be used for family preservation or family reunification services as these are services provided by DHS.

Services: Family Support Services funds are federal Title IV-B(2). Use and expenditure of these funds must meet all federal requirements. Family Support Services may include:

(1) Services, including in-home visits, parent support groups, and other programs designed to improve parenting skills (by reinforcing parents' confidence in their strengths, and helping them to identify where improvement is needed and to obtain assistance in improving those skills) with respect to matters such as child development, family budgeting, coping with stress, health, and nutrition. Example of programs may include Parenting Classes, Parent-to-Parent Support, and In-Home Visitation classes;

(2) Respite care of children to provide temporary relief for parents and other caregivers including, for example, family respite care;

(3) Structured activities involving parents and children to strengthen the parent-child relationship, including, for example, Healthy Families Oregon;

(4) Drop-in centers to afford families opportunities for informal interaction with other families and with program staff, including, for example, family resource centers;

(5) Transportation, information and referral services to afford families access to other community services, including child care, health care, nutrition programs, adult education literacy programs, legal services, and counseling and mentoring services, including, for example, Dial-a-Ride, child care referral, and outreach centers; and

(6) Early developmental screening of children to assess the needs of such children, and assistance to families in securing specific services to meet these needs, including, for example, Healthy Families Oregon.

2. Great Start

Expenditures must fall within outlined services below:

Eligibility: Prenatal services to expectant mothers, children 0 through six years of age and the children's families.

Services: Programs and services in the Coverage Area that promote Outcomes identified in this Agreement including, but not limited to, research-based early childhood programs, in-home or center based parenting programs, literacy programs, preschool programs, licensed childcare programs or other programs that connect early childhood to kindergarten readiness.

3. School Readiness

School Readiness Program Readiness Services must be community-based, high quality early learning experience and/or therapeutic services, with demonstrated positive school readiness.

Expenditures must fall within outlined services below:

Eligibility:

- a. Children who are receiving Healthy Families Oregon services, Early Head Start services, Oregon Pre-Kindergarten services, or are on other early learning service waiting lists.
- b. Children in Agency targeted elementary school catchments areas.
- c. Children from historically underserved populations.
- d. Children with diagnosed disabilities or delays in natural settings.

Services: School Readiness services are (a) services that increase the number of QRIS providers focused on providing culturally specific services or services in targeted school catchments or low-income communities, serving children and families of historically

underserved populations, (b) community-based evidence based early literacy services that target high-risk communities or populations and promote cross-sector collaboration, and (c) capacity building activities for developmental screening, infant-toddler mental health consultants and targeted professional development and training.

4. Healthy, Stable and Attached Families

Healthy, Stable and Attached Family Services must be focused on activities that promote healthy, stable and attached families.

Expenditures must fall within outlined services below:

Eligibility: All children (ages 0-6) and their families.

Services: Healthy, Stable, and Attached Families services are (a) services that increase access to evidence based early learning programs, including culturally specific community-based programs, that increase the confidence and competence of caregivers and/or strengthen resiliencies of families who are experiencing specific stressors, (b) services that build connectivity and collaboration between Early Learning Services and health, mental health, child welfare, self-sufficiency and other stabilization programs and (c) capacity building activities for developmental screening, infant-toddler mental health consultants and targeted professional development and training.

5. Kindergarten Partnership Innovation (KPI)

Expenditures must fall within outlined services below:

Eligibility: All children (ages 0-6) and their families.

Services: KPI services are services that assist children in becoming ready for and successful in kindergarten including but not limited to preschool and other early learning opportunities in connection with other community based Providers, licensed childcare providers, elementary schools or other Providers of Early Learning Services.

Restrictions on Use of Funds: Subcontracted Providers of KPI services are limited to Education Service Districts, K-12 school districts, non-profit organizations, and post-secondary institutions. Funds provided may not be used for capital expenses, such as facilities, or to supplant exiting federal or state funds. Capital expenses do not include operating supplies such as books, curriculum, materials, manipulatives, or furniture that is developmentally appropriate for young children.

Reporting Requirements

Providers will be required to submit quarterly reports and anyone receiving KPI funds will have to complete a Portland State surveying form provided by the Hub.

The tentative reporting periods for these funds and the report due dates are:

Reporting Period	Report Due Date
October 1 – December 31, 2016	January 13, 2017
January 1 – March 31, 2017	April 14, 2017
April 1 – June 30, 2017	June 30, 2017

Available Funding

The South-Central Oregon Early Learning Hub has the following grant funds to distribute to the Hub region (Douglas, Klamath and Lake Counties).

- Family Support - **\$44,439**
- Great Start - **\$30,922**
- School Readiness - **\$55,293**
- Healthy, Stable and Attached Families - **\$31,650**
- Kindergarten Partnership Innovation - **\$120,000**

Grant Submission Instructions

Before developing your proposal, please review the general eligibility and the grant stream requirements carefully. Please send completed and signed applications to Gillian Wesenberg – gillian.wesenberg@desd.k12.or.us.

APPLICATION FORM

South-Central Oregon Early Learning Hub Grants

October 1, 2016 – June 30, 2017

Please submit this form by: *October 3, 2016 by 4:30 PM*

Section A. Required Contact/Program Information

Date: [Click here to enter text](#)

Name of organization/program/school district: test

Contact Name and Title: [Click here to enter text](#)

Mailing Address: [Click here to enter text](#)

City, Zip Code: [Click here to enter text](#)

Phone Number: [Click here to enter phone number](#) **Email:** [Click here to enter text](#)

County where funds will be spent (*check all that apply*):

- Douglas
- Klamath
- Lake

Sector that best describes your organization (*check all that apply*):

- Business
- K-12 Education
- Health
- Human/Social Services
- Early Learning Providers

Please choose which grant stream(s) best fits your proposal and include the requested amount (*check and enter amounts for each grant stream you are applying fo*): **Please use the RFA cover letter to decide which grant stream(s) would best fit your proposal.**

- Family Support: [Click here to enter text.](#)
- Great Start: [Click here to enter text.](#)
- School Readiness: [Click here to enter text.](#)
- Healthy, Stable and Attached Families: [Click here to enter text.](#)
- Kindergarten Partnership & Innovation: [Click here to enter text.](#)

Focus Metric(s) (check all that apply from the metrics listed below): **Please use the RFA cover letter to decide which metric (s) would best fit your proposal**

- Metric 1.4:** Program participation data demonstrates increase in services to children and families in the target population.
- Metric 2.2:** Increase in the number of children from Early Head Start, Head Start, OPK, Relief Nurseries, Healthy Families Oregon and/or other waiting lists served by a Hub subcontractor.
- Metric 2.3:** Increase in the number of 3,4 and 5-star QRIS providers serving children from high poverty “hot spots”, as designated by DHS, and an increase in the number of children served in hot spots.
- Metric 2.4:** Increase in percent of children who receive a developmental screen before the age of 3.
- Metric 2.5:** Increase in percentage of children enrolled in kindergarten before the start of school year.
- Metric 3.1:** Increase in percentage of children in Employment Related Day Care (ERDC) in a 3,4 or 5 star QRIS program.
- Metric 3.2:** Increase in the number of children and families served by DHS (e.g., through TANF or child welfare) who are receiving early learning, parent education or family support services.
- Metric 3.3:** Increase in the percentage of children on OHP who make it to 6 or more well-child visits by 15 months of age.

Section B. Program/Project Information

Please use these questions if you are applying for any of the following grant streams Great Start, Family Support Services, School Readiness, Healthy Stable Attached and KPI funds.

1. Please briefly give a background of your organization, school district and/or program.

[Click here to enter text](#)

2. Describe the compelling need for the project you propose. Use indicators of need that are specific and reflect data relative to the issues.

[Click here to enter text](#)

3. Projected outcomes: Include number of children/communities impacted and overall goal.

a. Overall goal: [Click here to enter text](#)

b. Communities impacted: [Click here to enter text](#)

c. Target number of children and/or families to be served: [Click here to enter number](#)

4. **It is a requirement of the grant to collaborate with other organizations.** Briefly describe each organization involved in your proposal and how each will contribute resources to your project's goal. What organization is the "lead organization"? Explain how you will communicate and collaborate among partners. Also, share why your collaboration makes sense, given the outcomes you want to reach.

[Click here to enter text](#)

5. Outline the specific services/activities that you will provide in delivering this project. How did the agencies use "best practices" in developing the proposal?

[Click here to enter text](#)

6. Identify which metric (s) you intend to impact and how. Please describe how the mutually reinforcing activities of the two or more agencies will address the disparities in outcomes realized by children and families. (See metrics listed on page 1)

[Click here to enter text](#)

7. What data will you use? How will you collect and measure data for the project that will show success, including success for the targeted population?

[Click here to enter text](#)

8. Describe how your proposal reflects the Oregon Equity Lens. How does your proposal build relationships with diverse/underserved families, communities of color and build capacity around equity?

[Click here to enter text](#)

9. In no more than three sentences, please state why the Hub should fund your proposal.

[Click here to enter text](#)

KPI Project Information

If you are requesting KPI funds, please answer the following additional questions.

Please DO NOT fill out this section if you are requesting Great Start, Family Support Services, School Readiness and/or Stable, Healthy and Attached funds.

1. Identify the # of kindergarten readiness/transition, family engagement and professional development activities and # of people you plan to serve in each area. Please refer to Section B, Question 5 when answering this question. The # of activities/people served needs to correlate with your identified strategies.

[Click here to enter text](#)

2. How did you utilize your P-3 leadership team to make decisions about your funding request? If you do not have a P-3 leadership team, please explain how you worked with your partners to make decisions and your process for developing a P-3 leadership team.

[Click here to enter text.](#)

3. If your activities are not evidence or research based using the High Impact P-3 strategies (HIPS) document, tell us how you used the Portland State University Family Engagement (FE) Self-Assessment Tool (FE-SAT) to evaluate your activities. Please identify the key family engagement, school readiness/transition, K-3 outcomes and skills goal/s you evaluated and whether your activities are emerging, progressing or excelling.

[Click here to enter text.](#)

4. How did you utilize your early learning community needs assessment (CNA) to develop proposed activities? Please refer to data in your CNA when answering the question. If you are in the process of conducting or have plans with the KPI Early Learning Facilitator to conduct a CNA, please identify your intent and timeline.

[Click here to enter text.](#)

Section C. Financial Information

Available Funding

The South-Central Oregon Early Learning Hub has the following grant funds to distribute to the Hub region (Douglas, Klamath and Lake Counties).

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- School Readiness - \$55,293
- Healthy, Stable and Attached Families - \$31,650
- Kindergarten Partnership & Innovation - \$120,000

Budget: Please include a detailed budget (budget form attached).

Signature _____ Date _____

Print Name: [Click here to enter text.](#)

Title: [Click here to enter text.](#)

Frequently Asked Questions:

- 1. Can I blend funds from the grant streams in this proposal?** Yes, indicate on the application which and how much of each funding stream you would like to use to fund your activity.
- 2. What is the Portland State University Family Engagement (FE) Self-Assessment Tool (FE-SAT) and where do I get a copy?** The tool is designed to identify strengths and challenges for your FE strategies and programs. Where can I obtain a copy of the HIPS document? Please contact Cynthia Hurkes, cynthia.hurkes@desd.k12.or.us for more information and a copy of the tools.
- 3. If I apply for KPI funds, will I need to survey people I serve?** Yes, you are responsible for submitting sign in sheets, surveys and a quarterly report in partnership with the KPI Early Learning Facilitator and Portland State University.
- 4. Where do I get a copy of the Equity Lens?**
<http://www.ode.state.or.us/superintendent/priorities/final-equity-lens-draft-adopted.pdf>
- 5. Are there different reporting requirements for each fund?** Yes. For example, KPI has a required quarterly report along with kindergarten readiness, family engagement and professional development surveys that are completed at the end 2 or more sessions in a series of activities.
- 6. If my project gets funded, but the funding is reduced, will I get an explanation?** Yes, you will be informed which parts of the project the selection committee has decided to fund and why funding was reduced.
- 7. What happens if my project isn't funded?** You will be notified in writing after the funding decisions have been made.
- 8. Can I request administrative costs?** None of the funding streams allow administrative costs.