

Request for Qualifications for: Preschool For All Language & Early Literacy Enhancements

Attendees: Betsy Keever, San Francisco Raising- A- Reader – Applicant; Kathy Zetes, Children’s Council of San Francisco – Applicant; Bayard P. Fong, Human Rights Commission Representative; Lisa Lee, First 5 SF staff; and Yeshey Beyene, First 5 SF staff

Lisa Lee presented an overview of the grant followed by the following Questions and Answers.

Q #1 Is there just one grant of up to \$130,000 to reach all the neighborhoods or different grants to reach high need neighborhoods—how does it work ?

Answer. Per page 4 of the Proposal , First 5 SF will make one award for the Preschool for All Language & Early Literacy Enhancements. The objective is to reach all PFA sites which are now in all the neighborhoods of San Francisco. The Grant allocation is \$130,000, renewable through 2011-2012. The scope of work requires that the enhancement must reach at least 140 of the participating PFA sites.

Q#2 Where an applicant has a fiscal agent who does “Agency” refer to in the Proposal? Is it the fiscal agent or the entity applying for the grant? How about the Board of Directors?

Answer. Agency is the entity that has the non-profit status the 501 (c)3 or other legal organizational status. List the Board of Directors of the agency which has the legal status. You can attach a list of a local advisory entity if one exists.

Q#2a When the Proposal requests the budget of the Program or fiscal audit in Attachments to Original is it applicable to the fiscal sponsor or the applying entity?

Answer. Attach one copy of the financial statement, agency budget and Form 990 of the the fiscal sponsor. Information about the project budget should be provided on Form F.

Q#3. Should we assume that there will be an increase in the number of class rooms served every year with the same 3-year budget?

Answer There should not be an assumption that there will be an increase of class rooms every year. However the budget and scope of work is open to negotiations yearly based on the availability of funding.

Q#4. Re. page 21 & 22 of the Proposal, what is the start date for the “Tasks”?

Answer. The Grant start date is 7/01/09 and the task dates begin on same date.

Q#5. Should we identify the 20 new class rooms that may be added-on? Do they need to be listed in the Program design?

Answer. No. The proposal does not need to be site specific but the applicant does need to show how the program will identify and serve the 20 additional sites.

Q#6. Can the logic model be revised when the work begins?

Answer. Yes - once the grant has been awarded there will be an opportunity for negotiation around the scope of work, including the logic model.

Q#6. Page 6 of the Proposal requires 10 copies of the proposal while only 4 copies are requested in other parts of the proposal. How many copies must be submitted?

Answer. Only 4 copies are needed.

Mr. Bayard Fong of the Human Rights Commission provided an overview of the Local Business Enterprises scoring bonus, Human Rights Commission requirements, as well as HRC Forms.

- LBE subcontracting goals have been waived for this process.
- Form 5 –HRC Employment Form was distributed to interested applicants.