

Bidder's Conference Notes

Multi-phase Planning for Family Engagement and Service Enhancements in Family Resource Centers

March 24, 2022

Bidder's Conference Questions and Answers:

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Are you looking for cross FRC collaborations?

Cross FRC collaborations are not required. Proposed cross sector collaborations should describe the value the collaboration brings to the project option selected for focus in the proposal. Regardless, a key piece that is required is the authentic family engagement.

RFP Amendment

Included in the RFP are "Reservations of Rights by the City" that state in part:

The issuance of this Solicitation does not constitute a guarantee by the City that a contract will be awarded or executed by the City. The City expressly reserves the right at any time to:

Prior to submission deadline for Proposals, modify all or any portion of the selection procedures, including deadlines for accepting responses, the specifications or requirements for any materials, equipment or services to be provided under this Solicitation, or the requirements for contents or format of the Proposals;

First 5 San Francisco seeks to amend the Scope of Work – Description of Services of the RFP: Multi-phase Planning for Family Engagement and Service Enhancements in Family Resource Centers. See bold italic text below for amended sections to the original. The following section of the RFP is amended to read:

Scope of Work

Description of Services

The recommendations from the Family Innovation Hub have been organized and grouped into three project areas for applicants to select from, with some recommendations also in progress and being addressed by First 5 SF staff. Respondents should select one of the following three as outlined below to form the basis of their funding proposal.

Proposed projects should cover applicant's own organizational practices and services.

Projects for Selection

1. Development of authentic parent, caregiver, and family partnerships and intentional, impactful family connections prioritizing the RFP population of focus through capacity-building, followed by practice and policy change, in areas that value and respect families' culture and parents'/caregivers' key role as child's first and best teacher such as: communication, welcoming spaces, and counter-narratives.
2. Capacity-building, practice changes, service modifications, policy changes, and/or pilot launching of a school readiness and school success pathway prioritizing the RFP population of focus within current FRC essential services. Modifications, enhancements and pilot efforts could include:
 - New capacity and/or linkages for Education Navigators and Advocates supporting school enrollment and achievement of early learning school success goals.
 - Supports for families to develop their skills as educational advocates and identify professional pathways that can further benefit the career development.
 - Tools, resources, referrals, and warm hand-offs that offer students and their families opportunity for immediate and future academic success and social and emotional development.
3. Capacity-building, practice changes, service modifications, policy changes, and/or pilot launching of innovative strategies to ensure equitable access for the RFP population of focus to resources through technology, enhanced outreach, specialized reservation systems, and/or other strategies.

All projects must start with a planning phase that includes an in-depth landscape analysis of either current practice or needs/problem/readiness assessment and a dedicated process for authentic engagement of population of focus parents and caregivers from beginning to end of the project. Reflection questions to support authentic engagement are outlined below.

- Are parents equal partners in the process with influence, shared power, and shared decision making?
- Is communication bi-directional and is the relationship reciprocal and mutually beneficial? Are families being equitably compensated?
- Are parents co-creators of knowledge? Are they being respected for the knowledge and lived experience they bring to the team?
- Have you been intentional and transparent about both the mutual and non-mutual benefits of the engagement?

Following demonstrated completion of the planning phases, action phases of the project should include: a) expanded capacity/capacity-building through identification of cross-agency community partnerships and/or initial training, consultation or coaching; b) initial practice changes, service modifications, policy changes, and/or pilot launching of activities; and c) learning summary and detailed plan for sustaining and scaling.