

Great Beginnings Early Learning Initiative Request for Proposals 2017



1. Background

United Way of Clallam County is the premier fund raising organization for human service needs in our community. Our mission is to strengthen our community by helping people to live safe, healthy and productive lives. We do this in a variety of ways, including raising and strategically distributing local donations, working with the community to provide leadership in meeting human service needs, and being a constructive voice for human service needs in Clallam County.

Prevention Works! A Community Coalition of Clallam County is a volunteer coalition that acts as a catalyst for ways to nurture our children and strengthen our community. Prevention Works! knows that one of the best ways to help children thrive is by supporting their parents, so we invest in programs that help parents and children develop healthy behaviors and good parenting practices. Since our beginning in 1998, we have helped develop programs and provided trainings that have impacted thousands of Clallam County residents.

The United Way has partnered with Prevention Works! to help oversee the 2017 Great Beginnings grant process. Applications for funding will be reviewed by a team of community members, including representatives from both the United Way and Prevention Works! Boards. This collaboration will help promote Early Learning programs across Clallam County.

2. Community Solutions Early Learning Initiative

In 2009, the United Way conducted a “Listening to Community VOICES” Needs Assessment,” and the United Way of Clallam County Board of Directors chose **Early Learning** as a priority for Community Solutions funding. For the purpose of this RFP, Early Learning is focused on children ages 0-5. Services/programs funded shall increase knowledge and skills about early child health; child’s development of cognitive, social, emotional, language, communication, and numeracy skills; and/or positive nurturing and attachment to the child.

The overall goal for the Great Beginnings Early Learning Initiative will remain the same in 2017: to ensure that **“children start school healthy with the skills they need to be successful.”**

The Great Beginnings Early Learning Initiative focuses on delivering services in four main areas to have the most impact on building a more effective early learning system in the county. These priorities are also aligned with the Washington State Early Learning Plan.

- 1) Parenting Education and Outreach - Increase skills of parents as their children’s first and most important teachers; increase educational opportunities for other primary child caregivers, like friends, family, neighbors, childcare providers and preschool teachers; and reach out to those populations which may be isolated by increasing their access to educational resources.

- 2) Educating the Community on the Importance of Early Learning to a Child's Success in School and Life – Launch a creative and vigorous campaign to inform the public on the importance of early learning and continue to expand access to information and resources for all parents, childcare providers, and pre-school teachers.
- 3) Intervention for At-Risk Children – Develop a universal screening system in collaboration with community partners; provide resources for those families to treat problems that occur early in a child's life so that the problems do not become worse as the child gets older.
- 4) Systematic Approach to School Readiness – Create links between the school systems and early childhood educators to ensure a continuum of developmental skills; help children transition to kindergarten, thus increasing their chances for academic success and improving high school graduation rates over the long term.

3. Request for Proposal

Prevention Works! and the United Way of Clallam County invite agencies and organizations to submit proposals for 2017. Approximately \$58,000 will be awarded. The grant(s) is intended to be for one year, from January 1 – December 31, 2107. **Awards are intended to fund specific services and programs that can be clearly identified, not overall agency operations.**

Scope of Work:

Successful proposals will provide services in one or more of the focus areas listed below. Examples of programs that may fall into each category are provided.

Parenting Education and Outreach:

Programs will provide parenting education opportunities and other support for parents of children zero to five years old. Examples include parenting classes and teaching parents how to help their child learn through play and everyday experiences. Parent Education includes support for any adults who serve in parenting roles (of children birth to five), such as family, friends and neighbors, and licensed childcare providers in centers and homes.

Educating the Community:

Programs will educate the public on the importance of early learning and expand access to information and resources.

Intervention for At-Risk Children:

Programs will provide screening for children to help identify and treat problems that occur early in a child's life.

Systematic Approach to School Readiness:

Programs will develop links between early childhood educators and the school systems to help children transition to Kindergarten.

Successful applicants will be required to do the following:

- Measure and report on outcomes
- Provide detailed written reports twice a year: a mid-year progress report due **July 31** for

the period ending June 30, and a final report for the entire program year, due **January 31**.

- Deliver a presentation to the United Way Board of Directors and/or other parties about the programs being delivered if requested
- Be prepared for site visits and monitoring if requested.

Eligibility:

- Applicant must be a qualified nonprofit organization; school, public entity, or tribal government; or, part of a community partnership in which a nonprofit has a lead, coordinating, and fiduciary role
- Applicant must be an organization operating in Clallam County with at least three years of experience providing programs and services
- Individuals will not be funded
- Applicants may submit more than one application for distinct projects

4. Grant Proposal Submission

Instructions:

- Grant seekers must complete all items on the 2017 Great Beginnings Early Learning Grant Application, including the following:
 - Project Budget; categories (personnel, materials, etc.) must be listed and explained (Section II of the application)
 - Logic Model and Measurable Outcomes (Section III of the application)
- Project Narrative may not exceed four (4) pages, and must have one-inch margins using Times New Roman 12-point font.
- Applications must include all of the following required supporting documents:
 - A Cover Letter, signed by the agency Executive Director, Board Chair, or other legal signatory, indicating the agency's intent to apply for funds and approval of the application being submitted.
 - Organizational background - including organization's mission statement and purpose, and year established
 - IRS Determination Letter of nonprofit status (if applicable)
 - Board of Directors Roster - include contact information and organizational affiliation
 - Agency listed at and up-dated with 2-1-1 (www.win211.org), or call 2-1-1 directly to update)

Agencies do not need to submit Fiscal Agent Financial Statements at this time. These may be requested after an initial screening of applications has been completed.

Important Dates in the Granting Process for *Great Beginnings* Early Learning Initiative

Grant applications due – Monday, November 7, 2016. Proposals (not including supporting documents) must be submitted electronically by email to preventionworks.cc@gmail.com by 5:00 pm, November 7, 2016. In addition, two (2) hard copies of the application and all supporting documents must be mailed to Prevention Works! at the address below. Applications must be postmarked no later than November 7, 2016. Late proposals will not be considered.

Prevention Works!
Attn: Great Beginnings Committee
PO Box 1913
Port Angeles, WA 98362

Award Notification – Wednesday, December 14, 2016.

Authorization to begin spending – January 1, 2017

Instructions for Completing the Logic Model

Following are guidelines for completing the logic model portion of the Great Beginnings Early Learning Initiative application. The logic model is a projection of the resources that will be expended to support activities that are designed to bring about the desired end or outcome. The logic model should reflect what the agency plans to do for the period and program identified.

The information in columns 2 through 4 should line up so that it is clear which activities (column 2) and outputs (column 3) relate to the outcomes in column 4.

Resources: Include in this section brief line item descriptions about staff and volunteer resources, program setting (community, school, business, agency facilities, etc.) , “service technologies” (curriculum/class material, treatment plans), collaborations among service providers, and participants.

Activities: Include in this section brief line item descriptions of activities that will be carried out by staff and volunteers in providing this program or services (e.g. outreach, classes, home visiting, training workshops, information and referral, small group sessions, etc.).

Outputs: Identify “units of service” produced by this program or service. Include the number of (unduplicated) participants, number of activities (number of hours of class, number of home visits, training hours, etc.), frequency and intensity of activities.

Outcomes: List the outcomes to be achieved with this grant. Outcome statements should reflect how this funding will change lives of individuals served in this program, and/or changes in the numbers of people served, and should be written in language that reflects change (improve, increase, reduce, etc.) Outcomes must be measurable and reflect areas in which your organization is willing to hold itself accountable.

Indicators: Indicators are the characteristics used to measure progress towards achievement of the outcome(s). One to three outcomes and the indicators for each are suggested.