



Questions

Request for Proposal RFP# ELCMDM2016-06 for Social Emotional Services

Please be advised all questions are keyed as submitted

1. **On page 8, section 3.4 Specifications A. General Scope of Work: Attachment 1: Early Head Start. 1.1 Scope of work a. Evidence based Family Empowerment Training/ Workshops** the target audience is *Parents and family advocates* represented by the Neighborhood Place for Early Head Start as well as families who are receiving SR services at selected sites; however the table on page 9, 1.1 a. Identifies # Parents/Guardians in the target number to meet is 250 (EHS) but does not list family advocates, please clarify target audience.

ANSWER: The 250 number applies to both families and Family Advocates serving children in Early Head Start (EHS) classrooms. The first level of priority will be given to families with children in EHS classrooms. The second level of priority will be given to Family Advocates serving children in EHS classrooms. The target number of families to be served in School Readiness only sites is 93, as seen on table pg. 13

2. **Also, on Page 8, In 3.4 Specifications A. General Scope of Work: Attachment 1- Early Head Start 1.2 Deliverables. Under Tasks- 1. Clients to be served:** Targeted early care and education sites: all Neighborhood Place for Early Head Start providers and select group of School Readiness providers. **Question:** Can the Neighborhood Place for EHS providers and select group of school readiness provider be one in the same?

ANSWER: The targeted audience for the EHS portion of this RFP consists of 52 teachers (EHS) representing EHS sites. The first level of priority will be given to teachers in EHS sites who are also teaching in EHS classrooms. The second level of priority will give to teachers in EHS sites serving children in School Readiness (e.g. classrooms for 3-5 year olds). *At least 75% (n=39) of registered participants must be teaching in an EHS classroom before the second level of priority is open to other teachers at the EHS site.

The target audience for the School Readiness portion of the RFP consists of 19 teachers representing providers who are not receiving EHS or Quality Counts in ANY of their classrooms.

3. On Page 9, item c Trauma Informed Care table stipulates 1 required 8 hour session per staff to be provided 1 x per quarter. Could the sessions all be offered in one quarter or must they be split up across quarters?

Answer: The sessions must be split across quarters. The reason for this is that we would like to see offerings in every quarter. Offerings in every quarter will address training needs resulting from staff turnover.

4. On pages 10 and 14 related to Social Emotional Development and Classroom Behavior Management the tables stipulates each staff must participate in 6 sessions to be offered at a frequency of 1x per quarter for eight (8) hour a sessions but then the number of sessions offered is 6 per quarter. Is that an error? Should staff get one 8 hour session per quarter or 6 since that would total 48 hours per each staff per quarter.

Answers: A total of 52 EHS staff consisting of EHS classroom teachers & EHS Education staff are required to participate in a series of trainings around Social Emotional Development and Classroom Behavior for the fiscal year. Each staff member should complete the entire series which would total 48 hours of training in one quarter.

A total of 19 teachers in School Readiness ONLY sites are required to participate in a series of trainings around Social Emotional Development and Classroom Behavior for the fiscal year. Each staff member should complete the entire series which would total 48 hours of training in one quarter.

****A minimum of 13 EHS teachers/EHS Education staff and 5 teachers in School Readiness ONLY sites should participate in this series each quarter.***

5. On page 11, item e Budget and Budget Narrative does not seem to be in the right place. Is this an error?

Answer: No, this is not an error.

6. On page 12, 1.3 Performance Standards 1, reference grantee and delegate agency, please provide definition as none were provided in the RFP. It is not clear who has the responsibility of providing these child level interventions since the activities outlined in the scope are tailored to staff, provider and parent group level activities. Deliverables and Performance Standards do not align. For example 1.3, 2 & 3 seem to reference referrals and securing of child supports, what would that look like?

Answer: Performance Standards were included just as a regulation reference. This RFP is not meeting all the Performance Standards outlined in the Regulation. The only items addressed by this RFP are sections 1(iii), 1(iv), 1(v).

7. Finally, as related to #6 how will these services be affected if the centers is also participating in Quality Counts?

ANSWER: This RFP will not require the proposer to provide child level supports.