

RFGA24-01: Early Intervention and Specialized Services System of Care
Questions and Answers
Issued on January 10, 2024

Area	Questions	Answers
Submission Requirements	<p>Regarding Page 26: <i>“Developmental playgroups should have an ability to be offered at multiple locations around the city and/or at spaces easily accessible to families, should be culturally responsive and reflective, offered in multiple languages, and enable parents to learn and support their children’s development.”</i></p> <p>Question: We have our own site where we can offer some playgroups and would be happy to partner with FRCs and other community sites to offer playgroups at other locations. Regarding partnering with other sites – must we submit letters of commitment from all sites where we would plan to provide services, or can we include a proposed list in our narrative and confirm with those sites once we know if we have been approved for the grant?</p>	<p>Only submit Letters of Commitment from key partners who receive funding from this initiative or any subcontractors you might have that will be part of your budget and narrative form.</p>
Submission Requirements	<p>If we are applying for multiple components, should we outline a framework for how they will work together? If so, where should we put that description of coordination of components in the application?</p>	<p>Please review the Application Program Narrative Questions (FORM F). To make your proposal easier to read and assess, your narrative should follow the structure outlined. Please do not add new sections or categories to listed questions in each of the service components.</p>
Submission Requirements	<p>For component 2, can the provider of the hub serve as the lead contractor and subcontract the provider of the connection to care coordination and additional service referrals?</p>	<p>Yes, proposers can decide to work with subcontractors if they choose to do so. Please note you will need a written letter of commitment from key partners/subcontractors to be included in your application. If the proposer is interested in applying to multiple service components, please submit a separate application for each service component. It is allowable for a proposer to act as lead in one service component and subcontractor in another service component.</p>
Scope of Work	<p>Regarding Page 31, under Outcome Objectives: <i>“All participants in developmental playgroups will gain skills on developmental milestones and at least 75% will no longer be in monitoring zone for risk of developmental delay or disorder.”</i></p> <p>Question: can there be more detail/clarification provided regarding the 2nd half of this objective? In regard to “at least 75% no longer being in the monitoring zone”, is this meant to say that children will either be on track developmentally and/or receiving a diagnosis? Or does this metric mean through the course of the program that they develop a clear plan of action for their specific developmental needs? Alternatively, is it a combination of any of these outcomes?</p>	<p>The goal is for all participants in developmental playgroups to gain skills on developmental milestones. Concretely, we aim for at least 75% of the children in the developmental playgroups to no longer be in the monitoring zone for risk of developmental delay or disorder. The three possible outcomes will be:</p> <ul style="list-style-type: none"> a) ASQ screening shows child is on track meeting their developmental milestones; b) ASQ screening shows child is in the monitoring zone and they still need longer monitoring time; or c) There has been a documented early identification of risk, and child receives a referral. <p>Child action plans are not a specific requirement for the Developmental Playgroup service component.</p>
Scope of Work	<p>Is there a proposed or suggested length of time/dosage for the developmental playgroups (ie weekly for 12 weeks, full year, etc)? Or is this up to the grantee to determine?</p>	<p>This is up to the proposer to determine using their knowledge, experience, and judgment to propose a service scope that addresses the initiative outcomes to the best of their ability.</p>
Scope of Work	<p>Regarding Page 25, 3rd paragraph: <i>“They [Playgroups] are intended to be a step more intensive than parent/child interactive playgroups funded through the FRCI”</i> – What does "a step" mean to DEC? Does this specifically mean that the target population is children in the monitoring zone or is it referring to the specific outcomes?</p>	<p>Developmental playgroups funded through this RFGA will be a step more intensive than parent/child interactive playgroups funded through the FRCI, meaning they will be designed to support children who are at risk for developmental disorder or are exhibiting mild to</p>

		moderate delays, yet who do not meet the requirements for most formal early intervention programs. However, they are not intended to be clinical in nature.
Scope of Work	When you refer to the “monitoring zone” is that specific to the ASQ & ASQ-SE or is there another tool that is being considered?	Yes, it is referring to the ASQ and ASQ: SE Developmental Screening tool.
Scope of Work	For Developmental Playgroups, is there an opportunity to host playgroups for other ages as well or is it only for birth-3?	The Developmental Playgroup service component should focus on children aged birth to 5, with a high emphasis and priority on support for the age group of birth to 3 years old.
Scope of Work	Traditional kindergarten readiness metrics are helpful but are not reflect many children with disabilities. Are there other metrics you are using to measure growth and success for children with disabilities?	Proposers are expected to demonstrate how their proposed scope aligns with and advances changes toward the initiative outcomes which are 1) “Children are in excellent physical and mental health or have reliable access to quality health providers to address concerns;” and 2) “Parents have the information, resources, and connections to peers and professionals to successfully raise their children in San Francisco.” Additionally, for each service component, applicants should propose between five (5) to ten (10) performance metrics of their choosing that align with the core service expectations outlined in this RFGA. These metrics should be outlined in the Evaluation Section of Form F.
Scope of Work	Can you provide more clarity regarding how you envision a system of Care Coordinators throughout the city—do you envision connection between these Care Coordinators. Would there be a lead Care Coordinator agency? Would the CAP provide a central point of connection for Care Coordinators? Does DEC have another plan for this? Is there no intended connection between the Care Coordinators?	Entities awarded grants through this RFGA are expected to coordinate effectively with other partners in the Early Intervention and Specialized Services System of Care and broader HMG and FRCI network as well as other providers involved in the family and child’s circle of care. Specific approaches and strategies the proposer intends to utilize for coordination and collaboration with other partners should be outlined in the Collaboration and Partnership section of Form F.
Scope of Work	Please provide more clarity regarding the centralized digital developmental screening tool and tracking system. What entity is managing this centralized tool--is it DEC, the CAP, or another agency?	As state in RFGA Section II Scope of Work, one of the expectations and core services of the CAP is to promote, utilize, oversee, and provide access to a centralized digital developmental screening tool and tracking system in multiple languages, as well as to respond and monitor developmental screening requests and results.
Scope of Work	What screening tools are recommended for the CAP to use for children who are older than 5?	All expectations and guidance established to date can be found in the RFGA section II Scope of Work. From there it is up to the applicant to determine and use their knowledge, experience, and judgment to propose a service scope, tools, and resources that addresses the initiative outcomes to the best of their ability.
Scope of Work	Please provide more clarity regarding services expected from the CAP for families and caregivers of children ages 5-17	As stated in the RFGA the CAP will function as a one-stop-shop where families and caregivers can gain access and linkage to services and information related to monitoring developmental milestones, developmental screening, early intervention, service connection/navigation, inclusion, disability rights and awareness, and access of specialized support services for families and children aged birth to 17 with a disability or special health care need. This includes, but is not limited to, maintaining a central referral hub, utilizing multiple modes of access (phone, paper, digital, in-person) where parents/caregivers can find materials and information to identify any risks in their child's various stages of development and support their academic and learning journey from age birth to 17.
Qualifications	Are EC COAC (Early Childhood Community Oversight and Advisory Committee) members permitted to subcontract with grantees?	Yes, they are. The EC COAC is an Advisory Committee only, comprised of some current grantees of the department. Membership in the EC COAC does not prohibit applicants from submitting a proposal as long as they meet all the MQs, or from acting as subcontractor on a proposal.
Qualifications	Can FRC grantees apply for components 2-4?	Yes, FRCs are welcome to apply to all of the service components. Being a current or potential future grantee of the department’s funded Family Resource Center Initiative does not

		prohibit applicants from submitting a proposal as long as they meet all the MQs, or from acting as subcontractor on a proposal.
Miscellaneous	Please provide more clarity regarding the larger Help Me Grow system DEC envisions and mentions in this RFGA and how each of these Components fit into it: -Is DEC managing the overall Help Me Grow Relationship? -Is there any expectation for Components in this RFGA to maintain an independent relationship with Help Me Grow National? If so, which components?	This initiative does fall under the umbrella of services for the Help Me Grow system and is reflective of the Help Me Grow Framework, further San Francisco expects to remain a Help Me Grow Affiliate County. More information about the Help Me Grow Framework can be found in Appendix 4 Additional Resources for Proposers. We will wait until actual contracts are awarded to work out the expectations, if any, for the relationship with Help Me Grow National, either overall or as an independent relationship.
Miscellaneous	Does DEC plan to offer any training and technical assistance around ECM for grantees?	As stated in the RFGA entities funded under the RFGA should be prepared and able to manage multiple local, state, and federal funding streams such as Families First Prevention Services Act, Enhanced Care Management (ECM), and County-based MediCAL Administrative Activities. In the eventuality that ECM does come into play, the details will be worked out with funded entities.
Miscellaneous	Is there any component in this RFGA that provides training and technical assistance to Early Childhood sites? If not, what entity will be providing those services?	No, there will be other DEC RFP's/RFGA's that will address this service area. Please keep an eye out on this page on DEC's website for upcoming funding opportunities: https://sfdec.org/funding-opportunities/ or sign up to get a notification for future opportunities here: https://signup.e2ma.net/signup/1994964/1934016/
Funding	For components where multiple entities could be funded, should we apply for only the proportional fraction of the funding (e.g. only ¼ of the max amount for Care Coordinators), or is there any issue if we apply for a larger amount to support the services we want to provide?	Proposers should request an amount that is appropriate and justifiable by their Scope of Work. The actual number of entities, and funding levels to those entities, will be determined based on the review of applications received, proposed services, and budgets given the maximum amount available for each component.
Funding	If we are applying for service component 4, for the max amount of \$850,000 per year, should we request for the full three-year amount (\$850,000 x 3 = \$2,550,000) or just one year's amount (\$850,000) in our request/budget?	The Scope of work and budget should be for only 1 year / FY24-25.