

**REQUEST FOR GRANT
APPLICATION #24-06 FOR:**

Access and Enrollment Bidders' Conference

Request for Grant Application Issued: December 18, 2024

Bidders' Conference: January 10, 2025

Mandatory Letter of Intent: January 15, 2025

Deadline to Submit Proposals: January 29, 2025



WELCOME AND INTRODUCTION

- Please sign into today's Bidders' Conference by emailing the following to DEC-Contracts@sfgov.org (one email per Firm):
 - Name
 - Firm Name
- Please include 'DEC RFGA #24-06 Bidders' Conference in your subject line
- PLEASE REGULARLY CHECK OUR WEBSITE for updates - <https://sfdec.org/funding-opportunities/>



Agenda

1. Welcome and Introduction
2. RFGA Overview
3. RFGA Timeline
4. RFGA Submission Requirements
5. Q&A



Ground Rules

- To avoid any interruptions, Please ensure you are muted during the meeting.
- All questions will **ONLY** be answered during the Q&A portion of the presentation. **ALL** questions/concerns must be in writing and must be submitted to the Q&A section. DEC staff may ask for clarity or other information verbally for any of the questions.
- Please note that all responses to questions are subject to change. Final responses to questions will be in writing and posted onto our website.
- This PowerPoint does not cover the RFGA in its entirety. Proposers should reference the RFGA document, the Written Q&A Responses, and any updates posted on the DEC website for complete and accurate information. It is the Proposer's responsibility to ensure they are using the most up-to-date information.
- The Bidders' Conference PowerPoint and attendee list will be posted on the DEC website after this meeting.
- The Bidders' Conference is being recorded for our internal records and the recording will not be shared externally.



Why the Access and Enrollment RFGA?

- Baby Prop C funding, earmarked for significant childcare investments, was released in 2021
- Desire to align the access and enrollment experience with DEC's strategic priorities
- Aim to develop a system that is welcoming to all families and responsive to diverse cultures, languages and experiences
- Streamline funding and enrollment payments
- Maintain dynamic programmatic and child data for reporting and evaluation



The Department of Early Childhood Strategic Priorities

DEC has developed unifying strategic priorities to advance racial equity in all aspects of our work, ensuring access to services, and providing support to communities to ensure their ability to succeed and thrive, as outlined below. DEC will review and examine our core funded activities through the lens of these strategic priorities, ensuring these priorities continue to be supported across all service areas outlined in this scope.

Strategic Priority 1:
Amplify parent voice
and influence in
shaping policy and
programs.

Strategic Priority 2:
Increase cultural
responsiveness of all
early childhood
development services.

Strategic Priority 3:
Increase
transparency in
communications and
open access to
information and
services.



Access and Enrollment Scope of Work

- The Access and Enrollment unit oversees enrollments and payments to the Early Learning For All network of over 500 (family child care and center) programs.
- Works closely with community-based organizations and child care programs on ensuring families are connected to appropriate funding for enrollment.
- Develops access and enrollment policies that support the family experience and needs when seeking child care and maintaining continuity of care.



Service Area I



ECE Information and
Family-Child-Program
Connection

Service Area II



Enrollment and ECE
Program Reimbursement

Service Area III



Public Child Care
Subsidies
Administration and
Early Learning For All
System Support



Service Area I: ECE Information and Family-Child-Program Connection

Service Area 1 focuses on the **family-child-program connection** and seeks to ensure **families are knowledgeable about the early care and education options available** and supported in **finding the best program that meets their child's developmental, cultural, and linguistic needs**.

- San Francisco families have reliable and timely access to ECE information and programs, including vacancies, to enable their choices when selecting early learning programming.
- San Francisco families will be supported in identifying programs that provide a “best fit” based on family needs and preferences, including language, child’s age, and geographical location.
- San Francisco families will be provided with ECE referrals based on identified needs and preferences in an efficient and timely manner, with attention paid to the child's linguistic, cultural, and developmental needs.

The above content is a summary. See full text of RFGA Section III for more comprehensive details.



Service Area II: Enrollment and ECE Program Reimbursement

Service Area 2 focuses on **facilitating enrollment and funding**. Continued enrollment maintenance along with publicly financed ECE services (federal, state, and local) designed to minimize costs to families is an ongoing process through a child's early years. DEC seeks an external contractor(s) that will be able to achieve the following goals:

- All children are enrolled in a DEC-qualified ECE program that **meets a family's aspiration for their child's linguistic, cultural, and developmental needs**, and is aligned with the family's **geographical location preference**.
- ECE funding support across various funding sources **reaches all eligible families in a timely manner** and ensures that they enroll in and maintain enrollment in a program(s) of their preference.
- **Continued enrollment and receipt of support** is maintained throughout a child's ECE experience, leading to school-age enrollment.
- All DEC-qualified ECE programs with SF-ELFA funded enrollments receive **timely advance payments with detailed information**, including the per child, funding source, the period covered, and other relevant information to ensure programs can predict and account for monthly revenues.

The above content is a summary. See full text of RFGA Section III for more comprehensive details.



Service Area III: Public Child Care Subsidies Administration and Early Learning For All System Supports

Service Area 3 aims to ensure that organizations have solid administrative structures, data systems, and leadership that optimize their ability to help families and programs in the Access and Enrollment process. DEC seeks an external partner(s) that will fulfill the following expectations:

- All DEC-qualified ECE programs with SF-ELFA funded enrollments receive **timely advance payments with detailed information.**
- ECE-related **rules, laws, regulations, reporting, and funding changes are monitored** to allow for efficient pivoting or adjustment as needed.
- Agency infrastructure, including leadership and staff, and the accompanying **administrative system are robust, flexible, and efficient**, with continued innovation and improvement as needed to leverage resources effectively.
- Following state mandates, referral-specific enrollments such as CalWORKs and California Alternative Payment Programs are **administered only by a California Department of Education-recognized AP Agency.**

The above content is a summary. See full text of RFGA Section III for more comprehensive details.



Access and Enrollment RFGA Overview

- Proposers must apply to all three (3) Service Areas
- Possibility of up to three (3) entities
- Contract Term up to three (3) years

Service Areas	Administration	Pass-Through
1: ECE Information & Family-Child-Program Connection	\$2,000,000	\$0
2: Enrollment & ECE Program Reimbursement	\$9,850,000	\$150,150,000
3: Public Child Care Subsidies Administration & Early Learning For All System Supports	\$327,000	\$37,673,000



RFGA Schedule

Proposal Phase	Tentative Date
Request for Grant Application Issued	December 18, 2024
Bidders' Conference	January 10, 2025 at 12:00 PM PST Remote via link: https://us06web.zoom.us/j/81979767157
Deadline for Written Questions	January 13, 2025 at 12:00 PM PST
Mandatory Letter of Intent Deadline	January 15, 2025 at 5:00 PM PST
Deadline to Submit Proposals	January 29, 2025 at 12:00 PM PST
Tentative Evaluation of Proposals	January 31, 2025 – February 28, 2025
Notice of Intent to Award	March 3, 2025
Period for Protesting Notice of Intent to Award	Within three (3) business days of the City's issuance of a Notice of Intent to Award.



RFGA Submission Requirements

- Proposers shall submit their applications to via email to DEC-Contracts@sfgov.org by January 29, 2025 at 12:00PM PST.
- Proposers are required to apply to all three service areas and must submit three (3) separate emails – one for each service area. Each email must include three (3) electronic PDF files and one (1) Excel document.
- Email submissions should be clearly marked. If there were corrections made to the original submission, prior to the deadline, please resend the full corrected application.
- Late Proposal submissions will not be considered and failure to adhere to the requirements may result in the complete rejection of your Proposal.
- Please refer to Appendix 4 - RFGA Forms Overview for detailed instructions on RFGA proposal submission.



Required Attachments

- **MANDATORY LETTER OF INTENT**
- **ATTACHMENT B: APPLICATION COVER PAGE AND MINIMUM QUALIFICATIONS NARRATIVE**
- **CONTRACTS (BOTH PUBLIC AND PRIVATE)**
- **ATTACHMENT C: WRITTEN PROPOSAL**
- **ATTACHMENT D: BUDGET PROPOSAL**
- **ATTACHMENT E: HEALTH CARE ACCOUNTABILITY AND MINIMUM COMPENSATION ORDINANCE**
- **ATTACHMENT F: FIRST SOURCE HIRING AGREEMENT**

Questions?

