



Juvenile Welfare Board

Investing in children. Strengthening our community.

**REQUEST FOR LETTERS OF INTENT FOR
NEW STRATEGICALLY ALIGNED PROGRAMS FOR
SCHOOL SUCCESS AND SCHOOL READINESS**

**PRE-SUBMITTAL CONFERENCE
MAY 6, 2022**

AGENDA

- Welcome and Introductions
- Funding Criteria
- Procurement Timeline
- LOI Submission
- Evaluation
- Questions and Answers
- Collaborations and Partnerships

OBJECTIVE

Provide new programming that is aligned with JWB's FY21-25 Strategic Plan, and specifically, that is aligned with one of JWB's FY21-25 Strategic Goals:

- School Success and School Readiness

A second solicitation was already released in February for Strategic Goals Early Childhood Development, Prevention of Child Abuse and Neglect and Strengthening Community.

OBJECTIVE

Goal #2 - School Readiness: Children served by JWB-funded School Readiness programs will enter kindergarten ready to learn.

STRATEGIES	
Strategy 2.1	Employ cross-cutting tools in all programs to measure cognitive, social, and emotional well-being. Utilize data to link to necessary services and inform programming. Delivery of service linkages and the services themselves will be high-quality.
Strategy 2.2	Continue to fund the wrap services for the pilot of six Head Start Classrooms at Pinellas County Schools and evaluate effectiveness through data collection.
Strategy 2.3	Continue funding of high-quality wrap services for Voluntary Pre-Kindergarten (VPK) in collaboration with the Early Learning Coalition.

OUTCOME MEASURES	
Program Level Core Outcomes and Evidenced-Based Measures	County Level Change Indicators
90% of children participating in a JWB early learning center will meet or exceed the Teaching Strategies Gold (TSG) widely-held expectations	90% of children in Pinellas County who enter kindergarten will be ready to learn as measured by meeting or exceeding VPK Assessment recommendations
90% of children participating in a JWB early learning center will meet or exceed the TSG widely-held expectations in the Social-Emotional domain	
90% of children participating in a JWB early learning center will meet or exceed VPK expectations	

OBJECTIVE

Goal #3 – School Success: Children served by JWB-funded School Success programs will show improvement or maintain performance in grades, attendance, behavior, and promotion to the next grade level.

STRATEGIES	
Strategy 3.1	Evaluate current literacy services for effectiveness and assess for expansion.
Strategy 3.2	Implement a cross-cutting cognitive, social, and emotional evaluation tool and curriculum, and evaluate for success in JWB funded agencies.
Strategy 3.3	Serve as the backbone to the Campaign for Grade-Level Reading, striving for community-wide intervention in ensuring children are reading at grade level.
Strategy 3.4	Continue with driving academic achievement in programming through educational supports and innovations.
Strategy 3.5	Continue the Children's Mental Health Initiative pilot with pediatric offices administering cognitive, emotional, and behavioral screening tools to determine the need for further assessment.

OUTCOME MEASURES	
Program Level Core Outcomes and Evidenced-Based Measures	County Level Change Indicators
45% of participants will receive an achievement or score of 3 or higher on the Florida Standardized Assessment (FSA) in Language Arts	Countywide benchmark measures are being established by Pinellas County Schools JWB will track them based on those measures, once established
45% of participants will achieve a score of 3 or higher on the FSA for mathematics	
85% of participants will miss less than 5% of school days within the school year due to unexcused absences	
89% of participants in elementary school will receive no more than one disciplinary referral within the school year	
75% of participants in middle or high school will receive no more than one suspension within the school year (includes both in and out-of-school suspensions)	

OBJECTIVE

Address Unmet Need

- There are gaps in services for children and unmet needs of families, which may have been magnified since the pandemic.
- JWB's current investments do not address all approaches or interventions that could be utilized to achieve its Strategic Goals.
- This is an opportunity for JWB to consider innovative ideas, close the gaps and maximize results for children.

OBJECTIVE

Increase Efficiencies

- Brief LOI process avoids significant time and effort being spent on proposals that are not consistent with JWB's strategic goals.
- Although brief, the LOI is the basis for JWB deciding on who will be invited to respond to an RFP, therefore Respondents should prepare accordingly.
- Procuring three goals at once allows JWB to add a significant number of new programs with one procurement.

OBJECTIVE

Promote Inclusion

- JWB is providing this opportunity to hear directly from the “voice” of the community on the best ways to intervene to serve children and families.
- JWB seeks to invest in communities of color and those that have been marginalized, beyond JWB’s current portfolio, by bringing to the table innovative ideas and resources from those embedded and invested in their communities.

ELIGIBLE REQUESTS

Each program must:

- be performed within Pinellas County for the benefit of children below the age of 18 and/or their families
- align with JWB's FY21-25 Strategic Goals of School Success or School Readiness;
- be for a new program that the Entity does not already receive funding for from JWB;
- be a minimum of \$100,000;
- NOT be for something that is under the exclusive jurisdiction of the public school system.

ELIGIBLE REQUESTS

Expenditures: Children & Family Programs (cont.)

Children and Family Programs - by Result Areas and Program Type
JUVENILE WELFARE BOARD
Current Budget with Prior Year Comparison

Children and Family Programs - by Result Areas and Program Type				JWB Result Areas				
JUVENILE WELFARE BOARD				Early Childhood Development	School Readiness	School Success	Prevention of Child Abuse & Neglect	Strengthening Community
Current Budget with Prior Year Comparison								
	Amended BUDGET FY21	Proposed BUDGET FY22	Comments					
CHILDREN AND FAMILY SERVICES								
YOUTH DEVELOPMENT/MENTORING								
BIG BROTHERS BIG SISTERS OF TAMPA BAY, INC.								
Comprehensive Mentoring	818,020	842,561	3% COLA			X		
BOLEY CENTER, INC.								
Youth Employment Program	1,205,547	1,205,547	No change			X		X
GIRL SCOUTS OF WEST CENTRAL FLORIDA								
Girl Scouts	216,745	227,582	5% COLA			X		
YOUTH DEVELOPMENT FOUNDATION OF PINELLAS COUNTY, INC.								
AKA AKAdemy	109,861	109,861	No change			X		
YOUTH DEVELOPMENT INITIATIVES, INC.								
Precious Pearls and Alpha Institute	192,901	201,916	5% COLA			X		
SUBTOTAL	2,542,474	2,587,467						

ELIGIBLE REQUESTS

Respondents may submit up to two (2) Letters of Intent for new programs.

Requests that closely resemble a planned competitive procurement or are already available via another source will NOT be considered.

Collaborative requests must be submitted by a primary entity who will be responsible for the legal and contractual relationship.

QUALIFICATIONS

In order to qualify as a recipient, a Respondent must meet the following qualifications by the submission due date of the RFP (Phase 2):

- be in business for five years or more;
- have an annual operating budget over \$500,000 or will operate under an Administrative Services Organization (ASO) or collaborative, unless it demonstrates to JWB's satisfaction that it has the resources to properly administer the JWB funding in accordance with all requirements;
- *ASO: An organization that provides fiscal services and limited benefit administration for JWB funded agencies to meet their administrative needs.*

QUALIFICATIONS

Continued

- have three years of audited financial statement summaries and the notes to the financial statement, or an individual tax return and personal financial statement of net worth for the most recent year if Proposer is an individual proprietor, or privately-held companies wishing to maintain confidential financial information must have a Dunn & Bradstreet Report (D & B).
- have last three audited financial statements that are free of any material weaknesses or significant deficiencies. JWB staff will review the description of the material weaknesses or significant deficiencies and determine if the Respondent is eligible for further consideration.

FUNDING PRINCIPLES

Those invited to submit a Proposal in Phase 2 will be expected to adhere to:

- Funding Principles aligned with JWB's Guiding Values;
- Contracting, Financial, and Data Requirements

Be familiar with these principles and requirements prior to submitting an LOI.

FUNDING PRINCIPLES

We value every child. There are cross-cutting factors that present risk to every Pinellas County child, such as domestic violence, physical and mental health issues, child safety, and more. In addition, JWB recognizes that children living in marginalized communities, communities of color, families of lower socio-economic means, and geographic areas that are devoid of opportunities for them to thrive and succeed are at greatest risk. JWB's investments are designed to give children equitable opportunity to fulfill their potential and achieve meaningful and purposeful lives.

FUNDING PRINCIPLES

We embrace collaboration. JWB considers itself a partner in its funding relationships, and encourages and embraces collaborations and partnerships among those it funds. The benefits of collaboration and partnership include, but are not limited to: shared expertise and problem-solving; leveraging of existing community resources and facilities; greater innovation, accountability, and economies of scale; and enhanced quality and access to services for program participants. These all lead to greater returns on investment in meeting the unique needs of Pinellas County children and families.

FUNDING PRINCIPLES

We are accountable and results-driven. As a countywide special taxing district, JWB is accountable to Pinellas County citizens and responsibly directs tax payers' investments to give children the best opportunities to succeed. JWB fully expects accountability and measurable results from its funded programs and services. In addition, JWB's Board Policy calls for funded agencies to demonstrate financial and operational stability, and to show efforts to diversity financial support.

FUNDING PRINCIPLES

We pursue innovation. JWB's Board Policy is to fund programs that are evidence-based and evidence-informed, which includes emerging or promising practices. JWB believes in striking a balance between funding evidence-based and evidence-informed programs and remains open to investing in promising practices and innovative interventions.

See definitions for *evidence-based* and *evidence-informed* in the solicitation.

FUNDING PRINCIPLES

We value equity, diversity, and inclusion. JWB seeks to advance and sustain diversity, equity, and inclusion in its investments and encourages the agencies and programs it funds to be culturally competent. Cultural competence is defined as a set of congruent behaviors, attitudes, and policies that come together in a system, agency, or program, enabling it to work effectively in cross-cultural situations.

See *5 Essential Elements* of an agency's cultural competence in the solicitation.

JWB CONTRACTING, FINANCIAL, AND DATA REQUIREMENTS

Respondents must acknowledge that they have read and considered the following requirements:

- **JWB Board Policies:**
 - Section IV: JWB Funded Program Monitoring
 - Section VI-6: Advances
- **JWB Program Contract: See Template**

JWB CONTRACTING, FINANCIAL, AND DATA REQUIREMENTS

Respondents must acknowledge that they have read and considered the following requirements:

- JWB's Financial Policies and Procedures for Funded Programs: Assists programs in the development of their budgets in alignment with their approved program methodology.
- JWB Data Quality Manual: Establishes the requirements for participant data collection and dissemination for the purpose of ensuring the consistency and integrity of the data being reported to JWB.
- *See Procedures for Implementing Direct Data Uploads*

PHASE 1- LOI TIMELINE

- 04/15/22: LOI Released
- 05/06/22: Optional Pre-Submittal Conference
- 05/11/22: Deadline for Receipt of Questions by Noon
- 05/18/22: Written Responses to Questions Released
- 06/15/22: LOI Submission Due Date **by Noon**
- 07/28/22: Evaluation Committee Meeting for School Readiness at 9:00 a.m.
- 07/29/22: Evaluation Committee Meeting for School Success at 9:00 a.m.
- 08/16/22: JWB Executive Team Evaluation Meeting to Select Respondents for Phase 2 at 9:00 a.m.

PHASE 2- RFP TIMELINE

- 09/29/22: RFP Released
- 10/14/22: Optional Pre-Proposal Conference
- 10/20/22: Deadline for Receipt of Questions by Noon
- 10/26/22: Written Responses to Questions Released
- 11/29/22: Technical Assistance, by appointment
- 12/05/22: Proposal Submission Due Date **by Noon**
- 01/10/23: Evaluation Committee Meeting for School Success at 9:00 a.m.
- 01/13/23: Evaluation Committee Meeting for School Readiness at 9:00 a.m.
- 01/20/23: JWB Executive Team Evaluation Meeting to Select Respondents for Award at 9:00 a.m.
- 02/09/23: Board Action to Award at 9:00 a.m.
- 02/10/23: Announce Intent to Award
- On or before 04/01/23: Execute Agreements

Award and Agreement

- JWB's intent is to award up to a total of \$2.75 million
- It is anticipated that multiple awards will be made.
- Award amounts may differ from what was requested based upon the funding available and the type of support being requested.

LOI SUBMISSION

LOI Must:

- Be signed by the authorized company officer;
- Use the required format;
- Be sent by email to rfp@jwbpinellas.org which must include “Request for LOI for New Strategically Aligned Programs - [Respondent Name]” in the subject line, where [Respondent Name] represents the Respondent’s Entity name;
- Received on or before **Noon on June 15, 2022.**
Late submissions will not be considered.

LOI SUBMISSION

Other Important Submission Information:

- The maximum email size JWB can receive is 10MB.
- If the submission email, including any attachments, is greater than 10MB, please send multiple separate emails which are less than the 10MB maximum.
- It is the responsibility of the Respondent to ensure that the LOI is received by JWB on time at the right location. JWB will reply to confirm receipt of all LOIs.
- JWB is not responsible if technical difficulties are encountered during the submission process.

LOI FORMAT

The submission must be emailed to JWB as an attachment with the naming and electronic file format shown below:

LOI for New Strategically Aligned Programs-[Respondent Name]”.pdf

LOI FORMAT

Letters of Intent must be assembled as listed below:

1. Signed Addenda, if issued
2. Form 1- Letter of Intent Submission Form (signed)
3. Form 2-Respondent Affidavit (signed) (one for each Program, if applicable)
 - Attach letter describing the material weaknesses or significant deficiencies, if applicable
4. Form 3-Letter of Intent (one for each Program, if applicable)
5. Form 4-IRS W9 (signed)

MINIMUM CRITERIA

- The LOI is received by the due date and time of **NOON on 06/15/2022**;
- The LOI Submission Form is signed by an authorized officer;
- Respondents may only submit LOIs for up to two Programs per Entity;
- Respondent and request must meet the requirements found in sections 2.2 (Eligible Requests) and 2.3 (Qualifications).
- Respondents must not be on Florida's convicted vendor list for public entity crimes or Florida's scrutinized companies list (See section 1.17 and 1.18)

ROUND 1: EVALUATION

<u>Evaluation Criteria</u>	<u>Points</u>
Overall merits of the proposed program	35%
Need Justification & Participant Information	30%
Entity Capacity	20%
<u>Evaluation & Outcomes</u>	<u>15%</u>
Total Potential Points	100%

LOI must have an average score of 65 or above to be considered for further evaluation.

ROUND 1: EVALUATION FORM

ATTACHMENT 1-ROUND 1 EVALUATION FORM

ENTITY NAME: _____

RFP TITLE: New Strategically Aligned Programs for School Readiness and School Success Letter of Intent (Phase I)

JWB STRATEGIC GOAL: _____

CRITERIA	(A) POTENTIAL POINTS	(B) WEIGHT	(C) INDIVIDUAL SCORE	(B) X (C)	TOTAL SCORE
Overall merits of the proposed program	1 - 5	35%		7 x	
Need Justification & Participant Information	1 - 5	30%		6 x	
Entity Capacity	1 - 5	20%		4 x	
Evaluation & Outcomes	1 - 5	15%		3 x	
TOTAL	20	100%			

Percentages are awarded according to the quality of the response with respect to each criterion.

POINT RANGE

1: Unacceptable

- No response provided or contains major error(s), omission(s), or deficiency(ies). None of these conditions can be corrected without a major rewrite.

2: Partially meets (significant gaps, compromise required)

- Minimally fulfils the described need.
- Shows only minimal understanding of the requirements. There exists an overall moderate or high degree of risk of the proposer not meeting the requirements.

3: Meets, with moderate gaps

- Generally fulfills the need with a few exceptions; some nuances or outlying aspects of the issue are unaddressed.

4: Meets, with minor gaps (no compromise required)

- Satisfies all requirements with adequate detail.
- Offers some significant strengths or numerous minor strengths that are not offset by weaknesses. There exists an overall low to moderate degree of risk of the proposer not meeting the requirements.

5: Fully meets or exceeds all requirements of the section

- Satisfies all requirements with extensive detail.
- Offers numerous significant strengths that are not offset by weaknesses. There exists an overall low degree of risk of the proposer not meeting the requirements.

The Evaluation Committee must review the Request for Proposal (RFP) independently. The Evaluation Committee then meets to discuss their independent review.

Request for Letter of Intent for New Strategically Aligned Programs for School Readiness and School Success

ROUND 2: EVALUATION

The Round 1 scores for each LOI and the Committee's recommendations, for the LOIs with a score of 65 or above, will be presented to the JWB Executive Team for their consideration in determining which Respondents will be invited to respond to the Phase 2: Request for Proposals.

Information can be found on
our website

www.jwbpinellas.org

Any changes in meeting
date/time and written
responses to questions will be
posted on the website

Please direct all
communication concerning
this solicitation to:

Lorrayne Hayes

lhayes@jwbpinellas.org

727-453-5654

Questions and Answers

Collaborations and Partnerships