



INTENT TO NEGOTIATE

QUALITY IMPROVEMENT & EXPANDED ACCESS FOR CHILDREN WITH SPECIAL NEEDS


ITN Process Overview Webinar

March 19, 2020

Agenda

1. Opening & Welcome 10:30 – 10:35
2. Overview of F5SMC & Strategic Plan 10:35-10:45
3. ITN Process Overview 10:45 – 11:35
 - ❑ ITN Process
 - ❑ Lead Agency
 - ❑ Allowable Service Strategies
 - ❑ Funding Term and Amount

Agenda

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3. ITN Process Overview (continued) 10:45 – 11:35
- ❑ Key Aspects of the ITN Process
 - ❑ Data Collection Requirements
 - ❑ Proposal Development & Review
4. Questions & Answers 11:35 – Noon

(ITN pages 10-11)

First 5 San Mateo County: Mission & Strategic Plan



Success for Every Child

- F5SMC promotes positive outcomes for young children and their families through strategic investments, community leadership, and effective partnerships.

Strategic Plan 2020-2025



- Updated & Adopted October 22, 2018

- Three Focus Areas:
 - Quality Care & Education
 - Healthy Children
 - Resilient Families

- Continuation of Strategic Shift

Systems Change



*Shifting the conditions that are holding
the problem in place.*

Long Term Financial Plan 2020-2025

- Linked to Strategic Plan
- 2 Phases of funding allocated:
 - **July 1, 2020 - June 30, 2023**
 - July 1, 2023 - June 30, 2025
- Decrease in Community Investments:
39% average reduction compared to prior strategic plan
- Community Investments remain flat 2020-2025



ITN PROCESS



Intent to Negotiate Process

Collaborative
& Competitive

Structure

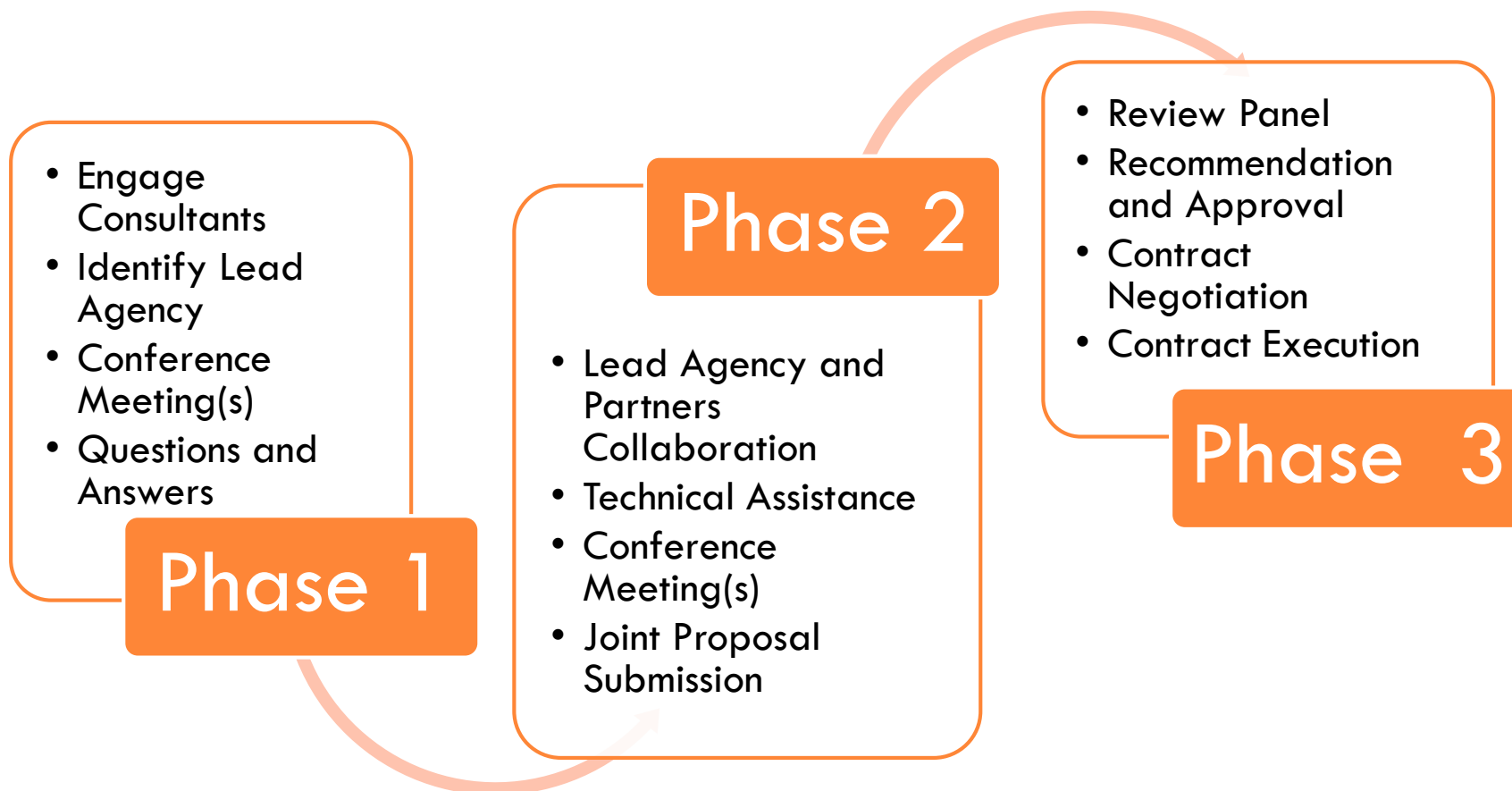
Flexibility

Funded &
Unfunded
Partners

Single Unified
Proposal

- ❑ Coordinated effort involving F5SMC and multiple partners
- ❑ Used simultaneously with numerous partners or sole source
- ❑ Multiple working meetings
- ❑ Desired outcomes are usually clear
- ❑ Strategies may or not be defined
- ❑ Budget limit may or may not be defined
- ❑ Community input for program design and funded partners

Three Phases of the ITN



INTENT TO NEGOTIATE

12

ROLES

F5SMC

- ITN Process Design and Management
- Review Panel
- Recommendation and Approval
- Technical Assistance to Lead Agency
- Contract Negotiation

CONSULTANTS

- Content Expertise
- ITN Design Expertise
- Meeting Facilitation
- Technical Assistance: Group and Individual

LEAD AGENCY

- Partner Collaboration and Discussions
- Joint Proposal Development and Submission
- Administration and Implementation

PARTNERS

- Collaboration and Discussion with Lead Agency
- Funded and Unfunded partners
- Contribution to Joint Proposal Development

- This process will sole source Lead Agency functions to the San Mateo County Office of Education
 - ▣ Funding tightly braided with both local and CDE funding streams that have County Office of Education as lead or co-lead
 - Quality Counts California Grant
 - Workforce Development Pathways Grant
 - California State Preschool Program
 - Inclusive Early Education Expansion Program Grant
 - The Big Lift

ITN Timeline

(ITN page 3)

ITN Process Overview Webinar (recommended)	March 19, 10:30am – Noon
ITN Conference #1 (mandatory)	March 27, 10:30am - 1:30pm*
Partner Applicant Letters of Intent Due (mandatory)	April 1, by 5 PM
Deadline for submitting written Proposers' Questions	April 1, by 5pm
Answers to Proposers' Questions Posted by F5SMC	April 3, by 5 PM
ITN Conference #2 (mandatory)	April 17, 10:30am - 1:30 pm*
Proposals Due	April 30, 4 pm

ITN Timeline

(ITN page 3)

Review of Proposals and possible follow-up interviews	Weeks of May 4 and/or 11 (date/time TBD)*
Announcement of Recommendation at F5SMC Commission Meeting	May 18, 4-6 pm
Appeal Deadline	May 29, midnight
Agreement Negotiations	May-June 2020
Agreement Approval at F5SMC Commission Meeting	June 22, 4-6 pm**
Agreement Execution	By June 30
Anticipated Contract Start Date	July 1, 2020

(ITN pages 13-14)

ALLOWABLE SERVICE STRATEGIES

QUALITY IMPROVEMENT

- Quality improvement coaching
- Training and technical assistance
- Early childhood mental health consultation
 - ▣ Reflective practice
 - ▣ Support for children with social-emotional needs or who are at risk for expulsion and/or reduced hours
- Peer mentoring and professional learning communities
- Program quality assessments and ratings
- Facility enhancements

EXPANDED ACCESS for CHILDREN with SPECIAL NEEDS



- Enhanced referrals matching children with appropriate placements
- Training and technical assistance to providers who enroll children with special needs
- Peer mentoring and professional learning communities for those who create and work in inclusive early learning environments
- Policy approaches supporting inclusion

Target Populations (ITN p. 14)

- Early learning programs located within or feeding into Big Lift-eligible school districts
- The children and families who are enrolled in these programs
- Current early-learning providers
- Children ages 0-5 with special needs who may require extra support to find and/or remain in appropriate early learning settings.

Partner/Subcontractor Characteristics

(ITN p. 15)

- History of providing services similar to those in the ITN
- History of working collaboratively with other key agencies
- Demonstrating complementary strengths to the Lead Agency
- Record of completing tasks in the assigned time frame

Desired Outcomes

(ITN p. 16)

Population-Level Outcomes:

- Percentage of children ages 3-5 enrolled in preschool prior to TK/K entry
- The available supply of infant and toddler care relative to the need
- The number/percent of early learning programs that enroll and maintain children 0-5 with special needs
- Percentage of all early learning programs participating in the QRIS

Participant-Level Indicators:

- Percentage of children ages 3-5 enrolled in quality preschool prior to TK/K entry
- Percentage of early learning programs that improve their overall rating on the QRIS matrix
- Percentage of families of children with special needs and of infants/toddlers reporting ability to access appropriate early care

Funding Term & Amount

(ITN p. 17)

- Term: July 1, 2020 – June 30, 2023
- Up to **\$3,180,000** total over 3 years
- Average of **\$1,060,000** per fiscal year
- Expected to Braid Funds with:
 - ▣ Quality Counts California (CDE & F5 CA)
 - ▣ Workforce Development Pathways Grant (CDE)
 - ▣ California State Preschool Program (CDE)
 - ▣ Inclusive Early Environments Expansion Program (CDE)
 - ▣ The Big Lift (Local funds)

Annual Budget Allocations

Quality Improvement

- Quality improvement coaching
- Training & technical assistance
- Peer mentoring & professional learning communities
- Program quality assessments & ratings \$900,000
- Facility enhancements
- Early childhood mental health consultation
- Policy approaches supporting quality improvement

Expanded Access for Children with Special Needs

- Enhanced referrals
- Training & technical assistance to providers who enroll children with special needs \$135,000
- Policy approaches supporting inclusion
- Peer mentoring & professional learning communities focused on inclusion \$25,000
- Policy approaches supporting inclusion

Key Aspects of the ITN



Letters of Intent (LOIs) (Appendix G or H)

- **Due to F5SMC on April 1, 2020 by 5pm**
- **Mandatory** for Partner Applicants
- Indicate the services and activities your agency hopes to provide
- **Non-Binding:** Agencies may change their proposed services, activities, and funding requests at any time prior to the submission of the final proposal

Supplantation

(Appendix E)

F5SMC funds may **NOT** be used to supplant state or local general fund money for any purpose.

Our funds can **ONLY** be used to supplement or enhance existing levels of service.

Scope of Work – F5 Standard Tabs



- F5 Standard Activities
- F5 Standard Communications
- F5 Standard Evaluation

(one set for the Lead, one for subcontractors/partners)

Budget Request & Budget Narrative Forms

- Consider carefully the FTE's necessary to provide your programs and services
- Complete a separate Budget Request & Budget Narrative Form for each subcontractor of \$25,000 or more
- Show leveraged funds & in-kind support
- Indirect Costs

NOTE: THIS FORM HAS MULTIPLE TABS!

Data Collection Requirements



Evaluation (p.28)

- Individual-Level Data Collection
 - ▣ Entering and/or providing an export of individual-level data specified by F5SMC
 - ▣ Administration of specific survey instruments
 - ▣ Service type and dosage
 - ▣ Self-reported parenting behaviors, skills, and confidence
- Other Types of Data Collection
 - ▣ Agency-level information
 - ▣ Systems-level information
 - ▣ Mandates related to other funding streams

Proposal Development & Review



Proposal Development Process

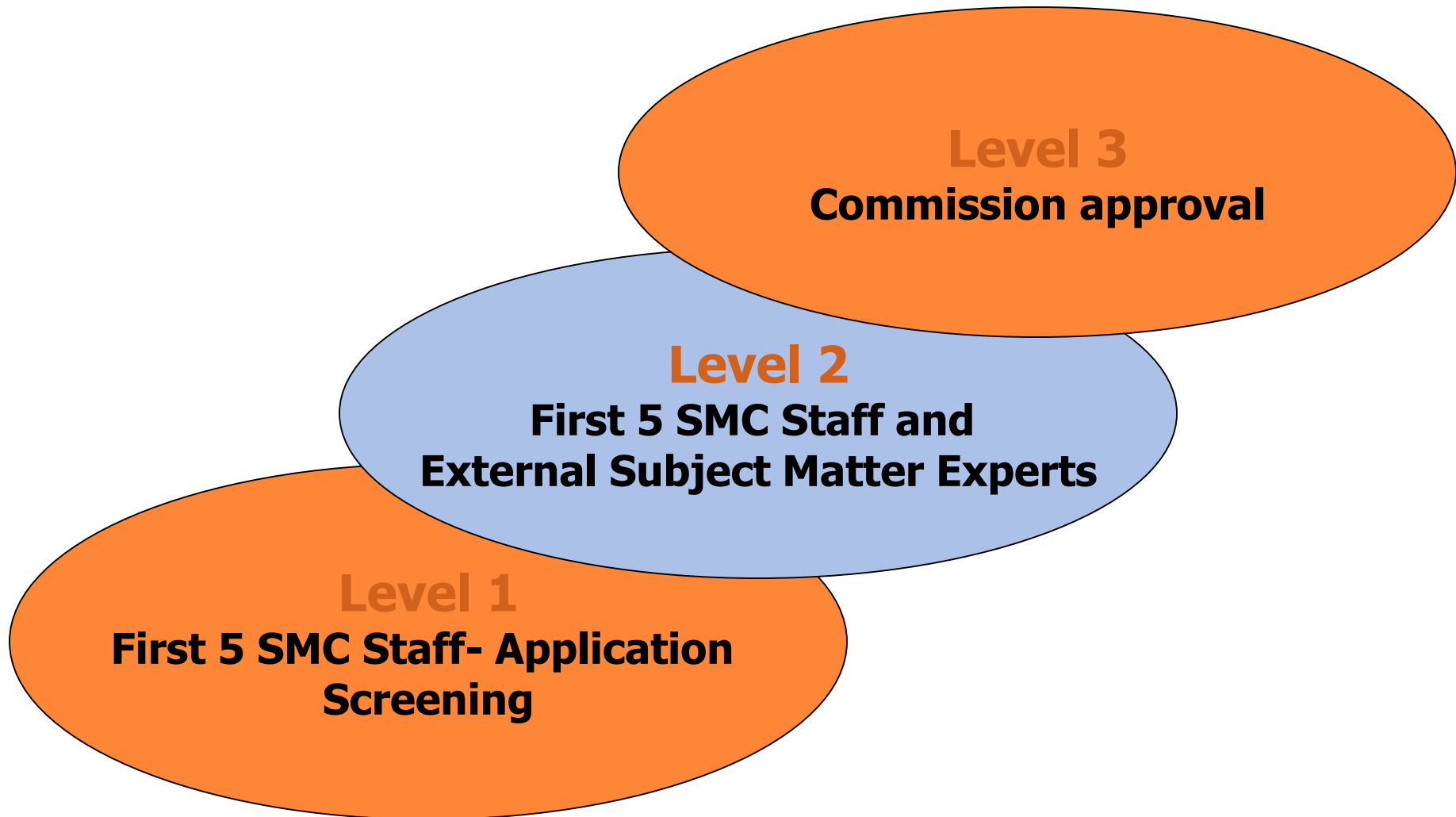
- ITN Conference #1 March 27, 2020
- **Letter of Intent** April 1, 2020
- ITN Conference #2 April 17, 2020
- **Proposals Due** April 30, 2020
4:00 p.m.
- Completed proposals must be received at the F5SMC office

Proposal Review Process & Criteria (p. 33-35)



- Staff review the unified proposal for completeness & to verify it meets the general ITN criteria
- Proposal reviewed by a panel of outside experts and staff based on the Review Criteria
- Possible interview with Lead Agency and/or Funded Partner organizations
- Recommendation made to the Commission, which makes the final decision

Proposal Review



What if I have Questions?

- We will accept any additional written questions by email through April 1, 2020 at 11:59pm: jdclark@smcgov.org AND mle@smcgov.org
- Questions and answers from the ITN Process Overview, the ITN Conference #1, and any additional written questions will be posted on our website by April 3, 2020. They will also be sent via email to all Partners who submit an LOI
- Visit our website www.first5sanmateo.org

Key Contact Information

- First 5 San Mateo County
 - Jenifer Clark: jdclark@smcgov.org
- VIVA Social Impact
 - Iris Elent: iris@vivasocialimpact.com
- San Mateo County Office of Education
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Questions & Answers

