

REQUEST FOR PROPOSALS 2021-2023

BLUE RIDGE PARTNERSHIP FOR CHILDREN

The Blue Ridge Partnership for Children is now accepting new and continuing proposals for Smart Start funding for the FY 2021-2023 funding cycle.

RFP Release Date:	January 8, 2021
Submit Questions to:	Katherine Savage katherine@brpartnershipforchildren.org
Deadline to submit questions:	January 29, 2020 – 5:00 p.m.
Deadline for Proposals:	Friday, February 5, 2021 – 12:00 p.m.
Electronic Submission to:	Attention: Katherine Savage katherine@brpartnershipforchildren.org
Grant Award notices:	March 3, 2021

Proposals should be submitted in electronic format AND via hard copy no later than 12:00 p.m. on Friday, February 5, 2021. Late proposals will not be accepted. Faxed proposals will not be accepted.

I. GENERAL INFORMATION

Introduction

Smart Start is North Carolina’s nationally recognized and award-winning early childhood initiative designed to ensure that every young child living in North Carolina enters school healthy and ready to succeed. The Blue Ridge Partnership for Children is the local non-profit organization that administers Smart Start funds in Avery, Mitchell and Yancey Counties. We collaborate with existing programs and support the creation of new ones to measurably strengthen families and improve the lives of children.

Purpose of the Request

Experiences during early childhood literally shape the structure of an individual’s brain. Because today’s children are tomorrow’s leaders, everyone has a stake in making sure that all children have the experiences they need to thrive. Providing support to the programs and people who are involved in a young child’s life—families, teachers, doctors, caregivers, social workers, and many others is a way to ensure every child has all they need for healthy growth and development.

BRPFC addresses the following community needs in its programming:

- **Early Care and Education – Quality and Workforce:** Increasing support to child care providers regarding their professional development, and expanding collaboration between kindergarten and preschool teachers to support successful transitions.
- **Family Support:** Increasing access for families to quality child care options and other needed services, and building a continuum of parent education opportunities.
- **Health:** Increasing children’s access to health care services and healthy food, and ensuring parents/ caregivers have the tools they need to raise a healthy, safe child.

- **Kindergarten Readiness:** Academic and social-emotional readiness including but not limited to expansion of early literacy programs, and provision of services to families and children not enrolled in licensed child care.

The Blue Ridge Partnership for Children is seeking proposals from programs that are interested in providing services that support the quality and availability of early childhood services that address the needs of children from pre-natal through age five, their families and/or caregivers.

II. AVAILABLE FUNDING AND ELIGIBILITY REQUIREMENTS

Award Term and Requirements

Approval of funding for these proposals will be provided for a two-year term and is contingent on funding availability and adherence to the requirements of the grant.

- The term of any resulting award is anticipated to be for two fiscal years from July 1, 2021 until June 30, 2023.
- The bidder must submit two annual budgets ending June 30th (2022 and 2023) with its proposal. Contracts for subsequent fiscal years in the multi-year bidding period will be executed only after a satisfactory evaluation of performance, availability of funds, and review and approval of proposed activities.
- BRPFC will not contract with any applicant that fails to provide all required information and documentation. After all required information and documentation has been submitted, BRPFC will prepare the contract, notify the applicant and submit the contract for signature. A template of the contract that the applicant will be required to sign is available upon request.
- Applicants whose proposals are not recommended for funding will be notified promptly.

If your application/proposal is approved for funding, the applicant must agree to and provide the following:

- Work collaboratively with BRPFC and across agency lines in a community context.
- Regularly disclose that the activity receives funding from Smart Start and the BRPFC.
- Be available for BRPFC monitoring visits.
- Comply with fiscal, program and evaluation reporting requirements and deadlines.
- Understand that funds must be spent according to **Smart Start Cost Principles** found in the **Request for Proposals** package at www.BlueRidgeChildren.org . If contract terms are not met, funds may be discontinued and any unspent funds returned to BRPFC.
- Comply with NCGS 143C-6.2 reporting requirements
https://www.ncleg.net/EnactedLegislation/Statutes/HTML/BySection/Chapter_143C/GS_143C-6-23.htm
- Participate in any audit/evaluation of the Partnership that is required by the NC General Assembly or any other State officials/agencies.

- Return items purchased with Smart Start funds should the entity no longer perform the services for which the assets were purchased.
- Provide proof of insurance which may include, but not be limited to, the following:
 - Workers' compensation;
 - General business liability;
 - Professional liability;
 - Fidelity bonding (e.g., employee crime or dishonesty);
 - Automobile (owned, hired or non-owned).

Eligibility

Eligible applicants include non-profit, government agencies, community-based organizations and institutions of higher education with experience in delivering services to children, their families and child care professionals.

All proposals must impact children from birth through age five. Programs directed at children older than five years old cannot be considered for Smart Start funding, by legislative mandate. Information about program models that are eligible for funding can be found in the [Activities in Revised Smart Start EB/EI Ratings](#) list, or by contacting the Program Manager at Katherine@brpartnershipforchildren.org.

To be eligible to apply for this funding, applicants must demonstrate sound organizational and fiscal capacity. Funds should be used for activities, experiences, or other resources that have a beneficial impact on children and follow Smart Start legislative mandates.

During the pre-contracting phase, applicants must provide details of any pertinent judgment, criminal conviction, investigation or litigation pending against the applicant or any of its officers, directors, employees, agents or subcontractors of which they have knowledge, or a statement that there is none. BRPFC reserves the right to reject prospective contractors based on this information.

Selection Process

All applications received by the required deadline will be reviewed to ensure all necessary attachments and documentation are complete and included. Applications that are **incomplete, late, or submitted by non-eligible applicants will not be reviewed by the Program Committee**. The Program Committee will meet to formulate recommendations to the BRPFC Board. Committee member decisions will not include any representative who may have a conflict of interest.

Award notices will be provided after the February 24, 2021 BRPFC Board meeting, and no later than March 3, 2021.

The Program Committee will be recalled to make final allocation recommendations in May 2021. If funding levels made available by the NC General Assembly are not adequate to fully meet the approved program budgets, potential contractors will be notified of BRPFC Board adjustments as soon as possible.

III. SUBMISSION INSTRUCTIONS

Proposal Format

Proposal must include the following components to be considered complete:

ALL APPLICANTS	NEW APPLICANTS ONLY
Contract Activity Description	Most recent financial audit
Logic model	3 letters of support
Annual Budget & narrative for 2 fiscal years	
Bid Agreement	

Questions and Answers

The BRPFC Program Manager is available to answer your questions between January 11th and 29th, at katherine@brpartnershipforchildren.org.

Application Deadline

ALL APPLICATIONS MUST BE RECEIVED BY 12:00 P.M. ON FEBRUARY 5, 2021.

- One (1) electronic submission of the application packet should be sent to katherine@brpartnershipforchildren.org AND a signed hard copy of the application packet should be received on or before the due date.

Address for mailing:

Blue Ridge Partnership for Children

Attention: Katherine Savage, Program Manager

P.O. Box 1387

Burnsville, NC 28714