



REQUEST FOR PROPOSALS WAKE COUNTY SMART START RACIAL EQUITY TRAINING AND CONSULTATION

BACKGROUND

In 2019, Wake County Smart Start's (WCSS) staff and board developed its new strategic plan, covering FY 20-21 through FY 22-23. The plan features four goals that also steered us in our previous strategic plan: 1) children are in safe, supportive home environments; 2) children are in high quality care that contributes to positive child outcomes; 3) children are healthy and developmentally ready for school; and 4) children and families are supported by a strong, diverse, integrated early childhood system that promotes results. As suggested in these goals, WCSS works at the program, agency, and county/community levels to create change.

What is new in this strategic plan is our focus on advancing racial and ethnic equity. This focus is woven into the plan's objectives and strategies in terms of addressing racial and ethnic disparities/advancing racial and ethnic equity and is highlighted in our focus on disaggregating data by race and ethnicity. Complementary to this is our other new focus on greater engagement and leadership by families. We know these are first steps and that changes in our agency internally as well as changes in our agency's external/program work will support our long-term commitment to racial and ethnic equity.

PURPOSE

WCSS seeks a Triangle, NC-area consultant/consulting firm to provide context, analysis, guidance, thought-partnering, and catalyzing energy to support our agency's commitment to racial and ethnic equity. We anticipate that the work will include the following and are open to hearing about additional or different approaches, as well:

- 1) Facilitate and thought-partner with a board-staff team to plan and implement the work.
- 2) Provide baseline/level-setting training for our staff of ~28 people and our board of ~21 people. Anticipated topics: language, historical – present day context, frameworks, etc. These trainings may be held separately for staff and board.
- 3) Complete and share results from an organizational assessment that features input from staff, board, and some external partners.
- 4) Develop recommendations for priority area implementation work and technical assistance.
- 5) Continue supporting the process of implementation laid out in the recommendations.

TIMELINE

We anticipate working together for 10 months: **September 2020-June 2021**. This RFP is issued for the current fiscal year only. Depending on how the working relationship and work unfolds, we also anticipate (but don't guarantee) further work with the consultant/s thereafter.

GENERAL BUDGET GUIDANCE:

While we are not yet certain of our exact investment level, it will be somewhere in the range of \$20 – 30K. We offer this information as general guidance for proposal development.



REQUEST FOR PROPOSALS WAKE COUNTY SMART START RACIAL EQUITY TRAINING AND CONSULTATION

PROPOSAL COMPONENTS

A lengthy proposal is not a requirement, but the response should provide sufficient content to articulate the proposed scope of work and feature tables, bullets, etc. if appropriate. Please include the following information in your proposal:

1) Deliverables and process, with a general sense of likely timeline

2) Background and qualifications

- Experience in the design and implementation of similar projects (please highlight at least a one project, naming the client)
- Relevant lived experience to draw upon
- Organizational development expertise, including organizational culture change expertise
- Assessment including data collection and analysis expertise
- Training expertise
- Technical assistance expertise
- Deep familiarity with non-profits
- Deep understanding of systems-level change work
- Familiarity with early childhood education and with Wake County (*not required but helpful*)

3) Team availability

- Availability/capacity to work within our timeline, including any major adjustments that would be needed
- Project staffing, including proposed staffing on this project, resumes citing experience with similar projects, and responsibilities to be assigned to each person
- Confirmation of being based in the greater Triangle area

4) Budget

- Include project staffing, number of hours, hourly rate, and other expenses.

5) References

- Provide the names, titles, organizations, and contact information for 3 references.

CONTACT INFORMATION

Questions may be submitted in writing to Nancy Peck by **July 24, 2020**.

Please submit your proposal to Nancy Peck by email (npeck@wakesmartstart.org) no later than 5:00 p.m. on **August 7, 2020**.

Thank you for your interest.