

REQUEST FOR PROPOSALS

WAKE COUNTY SMART START – Wake ThreeSchool Community Needs Assessment

1) Background and Purpose

Wake County Smart Start (WCSS) works to ensure that children birth to five are prepared for success in school and in life. Part of that goal is to increase young children’s access to quality education.

The purpose of the Wake ThreeSchool Program is to provide access to high-quality educational experiences to enhance school readiness for eligible three-year-olds whose families earn wages at 75% of the State Medium Income. The Wake Three-School Program is built on the premise that to be successful academically in school, children need to be supported in a quality environment for them to thrive. The Wake ThreeSchool program will allow for this, while providing opportunity for more equity and diversity in the workforce.

WCSS seeks a **consultant** who will conduct a community assessment of early care and education needs of three-year-olds in Wake County. The consultant will work with both the Wake County Smart Start Leadership Team and Wake ThreeSchool staff members to develop an impactful, meaningful, and cohesive program.

The primary responsibilities will include:

- 1) Determine the number of three-year-olds in Wake County who are potentially eligible for Early Childhood Education (ECE) services.
 - a) Estimate number of three-year-olds at 100% of Federal Poverty Guidelines.
 - b) Estimate number of three-year-olds at 200% of Federal Poverty Guidelines.
 - c) Map/illustrate ECE service needs across the county based on eligibility estimates.
 - d) Identify the number of children currently served, underserved and unserved.
 - e) Include disaggregated data of eligible children by race and ethnicity.
- 2) Provide an overview of the current licensed early care and education facilities (ECE) landscape in Wake County to include the number of licensed facilities, star rating, licensed capacity, educational levels of teaching staff as well as an in-depth summary of the ECE workforce in Wake County.
- 3) Assess eligible families’ interest in receiving ECE services.
 - a) Design, distribute and analyze parent survey and/or focus groups to identify interest in participation and possible barriers to participation in ECE programs.
 - b) Establish goals for the survey response rate and approaches to collecting responses and participation from linguistically diverse families in Wake County.

- 4). Assess the capacity of current Wake County Smart Start (WCSS) partners to provide ECE services to three-year-old eligible children.
 - a) Survey and/or focus groups to assess current and future capacity which should include training needs and education levels of current ECE Staff.
 - b) Survey and/or focus groups to identify potential budgetary needs to provide services.
 - c) Survey and/or focus groups to describe types of services offered through each provider.

- 5). Design opportunities for community feedback for Wake ThreeSchool.

2) RFP Requirements

All applicants:

- Must submit proposal by 5 pm, Friday, July 30th, 2021, to Wake ThreeSchool Manager at corji@wakesmartstart.org
- Must have transportation for visits to conduct interviews or focus groups as needed

3) Please include the following in your proposal:

- **Contact information**, including email and daytime telephone number
- **Describe the process that will be used to obtain the required information**
- **Describe your background and qualifications to complete the work including:**
 - Knowledge of ECE work in Wake County
 - Years of experience consulting and providing background information about ECE work in Wake County
 - Why we should select you to do this work
 - Knowledge and experience with system level work

- **Budget**
Provide information about the hourly rate (which is inclusive of all expenses such as mileage etc.) and costs for the different components of the community needs assessment.

- **References**
Please provide 2-3 references, including contact information, and context for the work and relationship with those references. Clarifying questions should be directed to Wake ThreeSchool Manager, Carol Orji, corji@wakesmartstart.org or 919-723-9284.