



# Child360

## Request for Qualifications (RFQ)

Date: December 21, 2017

Title: RFQ for Workforce Development Project

Submissions and inquiries should be addressed to:

Alex Himmel  
Director of Strategic  
Initiatives  
Child360  
515 S. Figueroa St  
Suite 900  
Los Angeles, CA 90071  
ahimmel@laup.net

## Child360 Request for Qualifications Workforce Development Project

### **Background:**

Child360 is a leading nonprofit working toward a future where every child has the educational opportunities they need to succeed in school and life. This means supporting the development of the whole child, beginning at birth. Alongside trusted community partners, Child360 improves the quality of early learning and elevates the early learning industry through program support, professional development, advocacy, research, and community engagement. From every angle, we are equipping the next generation, empowering them to discover their potential, and advancing our future workforce.

In 2017, Child360 launched the Exceptional Populations Certification program (EPC) in order to transform the way Early Care and Education (ECE) professionals support young children with exceptional needs. Exceptional needs can include: children with developmental delays including autism, children with physical or medical disabilities, and children with severe emotional and behavioral needs (which include foster, migrant, homeless children; children from families of domestic violence; children with incarcerated parents; African-American and Latino boys).

### **Purpose:**

Child360 is issuing this targeted Request for Qualifications (RFQ) to select a consultant to focus on finding an implementation partner in higher education, developing a participant recruitment plan, and securing funding for its Long Beach expansion of Child360's Exceptional Populations Certification (EPC) Program. **The selected consultant will be contracted through June 30, 2018. Preferred start date is Monday February 5, 2018.**

### **Deliverables:**

- Schedule a presentation for the Child Development Departments at LBCC and CSULB or other local higher education institutions, in order to formally secure an institutions interest in partnering with Child360 to operate the EPC program in the 2018-2019 academic year
- Draft a SOW and secure a commitment from a university partner that includes the length of the program, the role(s) of their program coordinator(s), time spent on the program, resources available to Child360, and any operating costs by April 15, 2018
- Negotiate contract with funder to deliver EPC program during 2018-2019 academic year by May 30, 2018
- Create a formal recruitment plan with support from Child360 program staff to recruit EPC participants as specified by funder or higher education institution by May 15, 2018
- Create a formal provider recruitment plan for hosting practicum students at Child360 sites by May 30, 2018
- Prepare Child360 staff to begin executing implementation and recruitment plans by June 15, 2018
- Attend bi-weekly in-person meetings with Child360 staff through June 30, 2018

**Proposals should include:**

- Cover Page including a proposed fee structure including breakdown of consulting fees (fees are capped at \$150.00 per hour)
- A description of the applicants' workforce development experiences and expertise
- Samples of relevant projects in process or completed
- Project proposed budget and budget narrative
- References (minimum of 3)

**Key Factors for Success:**

- Ability to complete work promptly and accurately
- Ability to develop strong partnerships
- Flexibility working within changing landscape
- Ability to work within approved budget
- Understanding of workforce development efforts and experience working with higher education institutions of Los Angeles County, specifically as it relates to education, early childhood education, and/or other children's issues

**Submission Instructions:**

Consultants who wish to be considered should submit an electronic copy of their proposal to Alex Himmel, Director of Strategic Initiatives, at [ahimmel@laup.net](mailto:ahimmel@laup.net). Proposals are due no later than 5:00 p.m. on Friday, January 12<sup>th</sup>

It is the sole responsibility of the applicant to see that the Proposal is received on or before the stated deadline. The deadline may be extended by Child360 if deemed necessary.

Questions should be directed to Alex Himmel, Director of Strategic Initiatives, at [ahimmel@laup.net](mailto:ahimmel@laup.net).