

Resilient Solano Strategic Plan (RSSP) Implementation Projects

Request for Applications (RFA) #2021-03
Due Date: Monday, March 1, 2021, 5:00 pm PST

SECTION 1: SCOPE OF WORK AND FUNDING AVAILABLE

First 5 Solano, in partnership with Solano Kids Thrive, invites Solano Kids Thrive participating organizations to apply for funding to create and implement innovative strategies and activities related to the *Resilient Solano Strategic Plan*.

Resilient Solano Strategic Plan

In 2017, Solano Public Health collaborated with local healthcare organizations and community partners to complete a Community Health Needs Assessment (CHNA) and began strategic planning with the multi-sectoral collaborative, Healthy Solano, to address identified priority issue areas through collective action. Solano Public Health, First 5 Solano, and Solano Kids Thrive partnered to further the work by creating the *Resilient Solano Strategic Plan*.

Solano Kids Thrive utilized the expertise of ACEs Connection, a national organization recognized for providing support to communities desiring to promote trauma-informed, resilience-building practices, to conduct a series of community conversations to promote understanding of ACEs to community partners and solicit strategies for implementing trauma-informed practices for inclusion in the plan.

The *Resilient Solano Strategic Plan* was published by First 5 Solano, Solano Kids Thrive, and Solano County Public Health, in February 2019 and is intended to be a guide to systematically prevent and heal trauma experienced by families in our county. Participation in the Plan development by individuals across sectors in the community has ensured that the Plan provides diverse strategies to meet the needs of agencies and organizations looking to increase resilience in Solano.

To review the complete *Resilient Solano Strategic Plan*, visit:

<https://documentcloud.adobe.com/link/review?uri=urn:aaid:scds:US:55c57d21-50ca-4363-b8e1-cc451d7ce1cb>

Available Funding:

First 5 Solano is in support of strategies and activities related to the *Resilient Solano Strategic Plan* with the goals of preventing and healing trauma in Solano County for young children, their families, and providers of services. Utilizing First 5 Solano Children and Families Commission's Systems Change funds, the total funding amount available via this RFA is \$80,000, for a 15-month period: approximately April 1, 2021 through June 30, 2022. Applicants may propose to complete strategies and activities with a maximum award per agency up to \$10,000. Funding amounts for successful applicants may be negotiated in the contracting phase.

Strategies and activities funded through this grant opportunity must:

- Reflect one or more strategies and/or activities identified in the *Resilient Solano Strategic Plan*
- Be directed at children ages 0-5, their families, and/or providers of services to children ages 0-5 and their families
- If activities include trainings or events which are offered to the community or early childhood providers at-large, must advertise activities on the Resilient Solano website.

Examples of strategies and activities which may be considered for this funding include, but are not limited to:

- Media Campaigns
- Workshops/Trainings
- ACEs/Resilience Presentations
- Film Screenings
- Peer to Peer Support Networks, such as Parent Cafés
- Protective Factors Integration/Training
- Universal Workforce Training
- Trauma Informed Systems Training
- Identify and Celebrate Solano County Champions
- Wellness and Self-Care Training and Activities for Providers

Funding recipients will be required to submit invoices and reports on completed activities three times:

- Reporting period 1: Due July 9, 2021 for activities April 2021-June 2021
- Reporting period 2: Due January 15, 2022 for activities July 2021-December 2021
- Reporting period 3: Due July 8, 2022 for activities January 2022-June 2022

SECTION 2: REQUEST FOR APPLICATIONS PROCESS

A. Who is eligible to apply?

Agencies with representatives that have participated in Solano Kids Thrive collaborative or its related workgroups (OCAP advisory committee, Kaiser Media Campaign workgroup, or ACEs Connection website development workgroup) since July 1, 2019 may apply for funding to create and implement strategies and activities related to the *Resilient Solano Strategic Plan*. A list of eligible agencies can be found in Attachment A: Solano Kids Thrive Collaborative participants.

B. What is the Application Process?

To apply for a grant:

- 1) Review this Request for Applications to see if your organization is eligible for funding.
- 2) Submit any questions you have on the RFA in writing to the RFA coordinator by February 15, 2021 at 5:00 PM PST per C. below.
- 3) Proposals must be emailed to KJAlgere@solanocounty.com with the subject line as **RFA #2021-03 RSSP Implementation Projects Application Submission** and must be received by **Monday, March 1, 2021 at 5:00 PM PST**.

See also Schedule of Events below.

C. What if I have questions about the Request for Application?

You can submit questions in writing via email to kjalgere@solanocounty.com with the Subject Line: **RFA #2021-03 Questions**. Written questions are due no later than **February 15, 2021, 5:00PM PST**. Late submittals will not be accepted.

Written inquiries and questions submitted via email will be addressed in writing on the First 5 Solano website **by the close of business on February 22, 2021**.

PLEASE NOTE:

- Oral communications shall be considered unofficial and nonbinding on the County.
- The County will respond to all questions submitted by email by posting the responses on the First 5 Solano website by **February 22, 2021**. These responses to the questions submitted will constitute an amendment to the RFA.
- It is the Applicant's responsibility to review the First 5 Solano website continually and any amendments to the RFA.
- The County is not responsible for any delay or error in submitting questions or Applications caused by email.

D. Schedule of Events:

The following schedule of events reflects important dates for the selection process; however, First 5 Solano reserves the right, at its sole discretion, to adjust this schedule, as it deems necessary. Notification of any adjustment to the Schedule of Events will be posted on the First 5 Solano website (<https://www.solanocounty.com/depts/first5/default.asp>). Applicants are responsible to view the website continually for any revisions up to the deadline to submit applications.

Event	Date
County issues Request for Application packet	February 8, 2021
Deadline for submitting written questions to RFA Coordinator at KJAlgere@solanocounty.com Subject Line: RFA #2021-03 Questions	February 15, 2021 5:00 PM
County issues responses to questions	February 22, 2021
Deadline for submitting an Application to: KJAlgere@solanocounty.com Subject line: RFA #2021-03 RSSP Implementation Projects Application	Monday, March 1, 2021 5PM PST Late submittals will not be accepted
Notice of intent to award	March 18, 2021

Contract development and signature period	March 18-29, 2021
Activities begin (tentative—contracts must be fully executed prior to work beginning)	April 1, 2021
Invoice and Report Submissions	
Reporting period 1: April 2021-June 2021	Due July 9, 2021
Reporting period 2: July 2021-Dec 2021	Due January 15, 2022
Reporting period 3: January 2022- July 2022	Due July 8, 2022

E. Application Format and Submittal

Proposals must be emailed to KJAlgere@solanocounty.com with the subject line as RFA **RFA #2021-03 RSSP Implementation Projects Application Submission** and must be received by **Monday, March 1, 2021 at 5:00 PM PST.**

Late applications or incomplete applications will not be accepted. Only information on the Application Form in response to questions asked will be considered.

F. How will First 5 Solano decide what to fund?

All applications will initially be screened for compliance with the RFA:

1. Is the Application complete?
2. Is the Applicant eligible?
3. Do the proposed strategies and activities align with the *Resilient Solano Strategic Plan*?
4. Do the activities benefit children ages 0-5, their families, and/or providers of services to children ages 0-5 and their families?

Applicants who pass the initial screening will be forwarded to an Evaluation Committee composed of First 5 Solano staff and other parties with relevant expertise or experience. The EC will score and recommend proposals according to the criteria below.

Applications will be scored based upon the following criteria:

Application Evaluation Criteria		Maximum Score
Question 1	Qualifications and Experience	0-15 Points
	Applicant clearly articulates the capacity of the organization to accomplish the project.	
Questions 2 & 3	Program Narrative	0-25 Points
	Applicant proposes an adequate plan to implement strategies/activities in support of the <i>Resilient Solano Strategic Plan</i> .	
Question 4	Budget	0-10 Points
	Applicant proposes a reasonable budget for activities proposed.	
Total Available Points		0-50 Points

Section 3: Contracting Process

A. Contracting with First 5 Solano

Dependent on the funded amount, successful Applicants will be required to execute either a Solano County Standard Contract or an Agreement for Resilient Solano Implementation Projects. The required terms will be identified and completed during the contract negotiation process. Contracts/Agreements must be fully executed before activities can begin.

B. Contractor Responsibilities:

What are your responsibilities if you are awarded funding?

1. Contract with First 5 Solano for the activities you have proposed. Complete any additional necessary paperwork for payment processing, such as a W-9 and Solano County Vendor Application.
2. Complete the Resilient Solano Innovative idea and activity creation and implementation proposed in the Application and as stated in your contract.
3. Acknowledge First 5 Solano in information and advertising related to ideas or project.
4. Notify First 5 Solano immediately if you will not be able to complete your project as proposed or if you need to request a modification.
5. Submit final invoices and reports on completed activities during the given reporting period of your activity(ies):
 - Reporting period 1: Due July 9, 2021 for activities April 2021-June 2021
 - Reporting period 2: Due January 15, 2022 for activities July 2021-December 2021
 - Reporting period 3: Due July 8, 2022 for activities January 2022-June 2022

Any organization that fails to provide these reports during their reporting period for the activity(ies) may be considered ineligible for future funding.

C. First 5 Solano Responsibilities:

Should you be awarded funding, First 5 Solano will:

1. Prepare the Contract or Agreement for signature.
2. Provide the First 5 Solano logo and associated language for use in advertising and outreach materials.
3. Provide (as requested) community engagement materials, as appropriate and as available.
4. Provide technical assistance prior to, during and after the receipt of funding to meet administrative requirements, such as invoicing and evaluation of the effectiveness of the program.
5. Coordinate support with other First 5 Solano funded programs for related services.

Note: First 5 Solano cannot provide staffing for any grant activities beyond scope listed above, day-to-day supervision of program, or direct purchase of program materials, food, supplies or equipment.

D. Funding and Payment Structure:



Grant funds are for creating and implementing strategies and activities related to the Resilient Solano Strategic Plan completed prior no later than June 30, 2022. First 5 Solano will issue payment upon submittal of invoices.