SUBJECT: School-Based Afterschool and Summer Programming

BID #: ESC-0374-21

OPEN DATE: 5/19/2021

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – August 1, 2021 through July 31, 2022 with two (2) one (1) year renewal options

AGENCY: Kids Hope Alliance

BASIS OF AWARD: Highest Scoring Bidder Based on Evaluation Criteria

NUMBER OF BIDS INVITED: 17 **NUMBER RECEIVED:** 3 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to Boys & Girls Clubs of Northeast Florida, Inc., Communities in Schools of Jacksonville, Inc. and Wayman Community Development Corporation to provide afterschool and summer programming at three (3) Duval County elementary schools as outlined in the attached memo. Period of services is from August 1, 2021 through July 31, 2022 with two (2) one (1) year renewal options. Total estimated expenditure amount is $488,840.00.

Funding Source: 10901.181001.582001.000000.00000455.00000.0000000 – To be executed by formal contract through the Office of General Counsel

Attachments: Recommendation Memo, Tabulation and Scores and Evaluation Criteria

ANALYST: _____
Annette Burney

RESPECTFULLY SUBMITTED _____
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Kenneth Darity, Chief Program Officer, Kids Hope Alliance

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(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

KIDS HOPE ALLIANCE
The Jacksonville Partnership for Children, Youth & Families

MEMORANDUM

TO: Gregory Pease,
Chief of Procurement Division

FROM: Mike Weinstein, Chief Executive Director
Kids Hope Alliance (KHA)

CC: Kenneth Darity, Chief Programs Officer
Dr. Saralyn Grass, Chief Administration Officer

SUBJECT: Award Recommendation for BID # ESC-0374-21 Kids Hope Alliance, Afterschool and Summer Programming

Accounting Code:

Fund	Center	Account	Project	Activity	Interfund	Future
10901	181001	582001	000000	00000455	00000	0000000

DATE: June 30, 2021

The Kids Hope Alliance (KHA) has completed preliminary evaluations of BID # ESC-0374-21 and is recommending that Competitive Sealed Proposal Evaluation Committee (CSPEC) make a final recommendation to the Mayor for funding to three agencies listed in the below Schedule: The terms of agreements will commence August 1, 2021 and continue through July 31, 2022. The option to renew shall be at the sole discretion of KHA for up to two (2) additional one (1) year terms upon satisfactory performance by the Contractor. Contracts are subject to early termination as set forth elsewhere in this RFP.

Agency	Site	Amount
Boys' and Girls' Clubs of Northeast Florida, Inc.	Ruth Upson Elementary	$150,480.00
Communities In Schools of Jacksonville, Inc.	Southside Estates Elementary	$187,880.00
Wayman Community Development Corporation	Ortega Elementary	$150,480.00
	Total	$488,840.00

The following documentation is accompanying this memo:
Exhibit 1 – Summary of the Award(s)
Exhibit 2 – Evaluators' Scores

In addition:

(i) The scope of services for each of the recommended awards is included in the RFP and in the narrative response submitted as part of the evaluation.

(ii) Other terms and conditions (i.e. duration, service period, etc.) have been included in the responses to the RFP and will be incorporated by reference into the final contract.

Cc: Annette Burney, Purchase Analyst
Joyce Watson Director Administration, Contracts & Purchasing
April Hart, Director of Finance

Summary

Ranking	Name of Agency	School Name	Requested Amount	Total Points	Percentag
1	Boys and Girls Club	Ruth Upson	$150,480.00	340	98.55%
2	Wayman	Ortega	$150,480.00	339.67	98.46%
3	Communities In Schools	Southside Estates	$187,880.00	329.67	95.56%
	Applications must score a minimum 75% of points overall by site to be considered for funding.				
		Total	$488,840.00		

TITLE: School-Based Afterschool and Summer Programs BID NO.: ESC-0374-21 OPEN DATE: May 19, 2021 @ 2 P.M. ANALYST: Annette Burney No. Invited: (17) No. Received (3) No Bids: ( ) Recorded By: John Hernandez Announcer: Pearl Mitchell	Boys & Girls Clubs of Northeast Florida	Communities in Schools	Wayman Community of Development
Notes:			
MINIMUM REQUIREMENTS	Y	Y	Y
CONFLICT OF INTEREST	Y	Y	Y
INSURANCE AGENT ACKNOWLEDGEMENT	Y	Y	Y
ADDENDUM (1)	Y	Y	Y

Vendors/Reviewers	Contractor Details	Organizational Capacity/ Cultural	Organizational Capacity/ Collaboration	Program Design/Site Chart	Proposed Staff/ Staff to Child Ratios	Proposed Staff Information/ Background Screening	Proposed Staff Information/ Rentention	Proposed Staff Information/ Training	Addition Requirement/Recruitment Engagement
	10 points	10 points	15 points	10 points	10 points	10 points	15 points	10 points	15 points
Boys and Girls Club									
K. Darity	10.00	8.00	13.00	10.00	10.00	10.00	15.00	10.00	14.00
L. Kohn	10.00	10.00	15.00	7.00	10.00	8.00	15.00	10.00	15.00
S. Sheppard	10.00	10.00	15.00	10.00	10.00	10.00	15.00	10.00	15.00
Averaged Points & Percentages	10.00	9.33	14.33	9.00	10.00	9.33	15.00	10.00	14.67
Community In Schools									
K. Darity	10.00	8.00	13.00	10.00	10.00	10.00	14.00	10.00	15.00
L. Kohn	8.00	8.00	15.00	10.00	10.00	8.00	15.00	10.00	15.00
S. Sheppard	10.00	10.00	15.00	10.00	10.00	9.00	15.00	10.00	15.00
Averaged Points & Percentages	9.33	8.67	14.33	10.00	10.00	9.00	14.67	10.00	15.00
Waymaq									
K. Darity	10.00	8.00	12.00	10.00	8.00	10.00	13.00	9.00	15.00
L. Kohn	10.00	10.00	15.00	10.00	10.00	10.00	15.00	10.00	15.00
S. Sheppard	10.00	10.00	15.00	10.00	10.00	10.00	15.00	10.00	15.00
Averaged Points & Percentages	10.00	9.33	14.00	10.00	9.33	10.00	14.33	9.67	15.00

Performance Measures and Data Management	Support Svs.Continuum of Care/Resources	Intake Process/Wait List	Program Components SY/ Homework	Program Components SY/ Physical Fitness	Program Components SY/ Nutrition	Program Components SY/ Social Emotional	Program Components SY/ Family Engagement	Program Components SY/ Service Learning	Program Components SY/ Enrichment	Program Components Sum/ PBL	Program Components Sum/ Physical Activities
15 points	10 points	10 points	15 points	15 points	10 points	15 points	15 points	10 points	15 points	15 points	15 points
14.00	10.00	10.00	15.00	15.00	10.00	15.00	14.00	10.00	15.00	15.00	14.00
15.00	10.00	10.00	15.00	15.00	10.00	15.00	15.00	10.00	15.00	15.00	15.00
15.00	10.00	10.00	15.00	15.00	10.00	15.00	15.00	10.00	15.00	15.00	15.00
14.67	10.00	10.00	15.00	15.00	10.00	15.00	14.67	10.00	15.00	15.00	14.67
15.00	10.00	9.00	14.00	15.00	10.00	12.00	15.00	8.00	15.00	15.00	13.00
15.00	10.00	10.00	15.00	13.00	10.00	15.00	15.00	10.00	15.00	15.00	15.00
15.00	10.00	9.00	15.00	14.00	10.00	15.00	15.00	9.00	14.00	10.00	15.00
15.00	10.00	9.33	14.67	14.00	10.00	14.00	15.00	9.00	14.67	13.33	14.33
15.00	10.00	10.00	15.00	15.00	10.00	15.00	14.00	10.00	15.00	15.00	14.00
15.00	10.00	10.00	15.00	15.00	10.00	15.00	15.00	10.00	15.00	15.00	15.00
15.00	10.00	9.00	15.00	14.00	10.00	15.00	15.00	10.00	15.00	15.00	15.00
15.00	10.00	9.67	15.00	14.67	10.00	15.00	14.67	10.00	15.00	15.00	14.67

Program Components Sum/ Nutrition	Program Components Sum/ Social Emotional	Program Components Sum/ Family Engagement	Program Components Sum/ Enrichment	Program Components Sum/ Supl. Activities	Total Funding Requested	Total Points	Total % Points (Min. Score - 75%)	Ranking
10 points	15 points	15 points	15 points	15 points	10 points	345 points		
10.00	15.00	14.00	14.00	15.00	10.00	335.00	97.10%	
10.00	15.00	15.00	15.00	15.00	10.00	340.00	98.55%	
10.00	15.00	15.00	15.00	15.00	10.00	345.00	100.00%	
10.00	15.00	14.67	14.67	15.00	10.00	340.00	98.55%	1
10.00	12.00	13.00	14.00	12.00	10.00	322.00	93.33%	
10.00	15.00	12.00	15.00	13.00	10.00	332.00	96.23%	
10.00	15.00	15.00	15.00	15.00	10.00	335.00	97.10%	
10.00	14.00	13.33	14.67	13.33	10.00	329.67	95.56%	3
10.00	15.00	14.00	14.00	15.00	10.00	331.00	95.94%	
10.00	15.00	15.00	15.00	15.00	10.00	345.00	100.00%	
10.00	15.00	15.00	15.00	15.00	10.00	343.00	99.42%	
10.00	15.00	14.67	14.67	15.00	10.00	339.67	98.45%	2

ATTACHMENT A.1.
CONTRACTOR INFORMATION
KHA AFTERSCHOOL AND SUMMER PROGRAMMING 2021 RFP

ATTENTION CONTRACTORS: QUESTIONS 1-16 ARE TO BE ANSWERED ONLY ONCE FOR EACH CONTRACTOR, REGARDLESS OF HOW MANY SITES ARE COVERED BY THE RESPONSE. QUESTIONS 17-33 (ATTACHMENT A.2.) ARE TO BE ANSWERED PER SITE.

A COPY OF THIS ATTACHMENT MUST BE REQUESTED IN WRITING TO ABURNEY@COJ.NET. ALL RESPONSES MUST BE TYPED BELOW EACH QUESTION. HANDWRITTEN RESPONSES WILL NOT BE CONSIDERED AND MAY BE GROUNDS FOR REJECTION.

1. CONTRACTOR INFORMATION

Contractor Legal Name:_____

Contractor Legal Name must match Agency name listed on the Florida Department of State Division of Corporation website: www.sunbiz.org

Main Administrative Street Address:

City & State: | **Zip Code:**

Federal Identification Number:

Position	Name	Title	Email	Phone number
Executive Officer				
Chief Financial Officer				
Response Contact				
Name of Partner(s): *If applicable				

Are you a tax-exempt organization under Section 501(c) (3) of the Internal Revenue Code?

_____ Yes ____ No (**Submit a copy of the determination letter or other proof of tax exemption**)

Are you registered as a nonprofit entity under the laws of the State of Florida (must have an "Active" status with the FL Dept. of State (www.sunbiz.org))? ___ Yes ___ No

Is your file date on Sunbiz prior to 1/1/19? ___ Yes ___ No (**Submit a copy of your detailed page**)

Has the Contractor (not just individuals employed by the Contractor) operated an out-of-school time program for at least twenty-five children for at least one (1) full year prior to submitting its Response; Program must have been operated during 2020, 2019, 2018 or 2017. ___Yes ___ No

Have you submitted the Insurance Affidavit – Form 3 executed by Contractor's insurance agent?
___Yes ___ No

If you answered No to any of the questions above, you are not eligible to apply. Please do not continue with this application as you will be disqualified upon receipt.

CERTIFICATION OF ACCURACY AND COMPLIANCE

I do hereby certify that all facts, figures, and representations made in this application are true and correct. Furthermore, all applicable statutes, terms, conditions, regulations, and procedures for program compliance and fiscal control, including but not limited to, those contained in the RFP will be implemented to ensure

proper accountability of contracts. I certify that the funds requested in this application will not supplant funds that would otherwise be used for the purposes set forth in this project(s) and are a true estimate of the amount needed to operate the proposed program The filing of this application has been authorized by the Contractor and I have been duly authorized to act as the representative of the Contractor in connection

with this application. I also agree to follow all Terms and Conditions of the RFP and the Contract, and applicable federal and state statutes. Further, I understand that it is the responsibility of the person signing below to obtain from its governing body the authorization for the submission of this application.

Lastly, I hereby attest that all work contained within this Response is the unique and original product of the Contractor I represent and has not been plagiarized or duplicated in any way from another agency's work product.

CONTRACTOR SIGNATURE **(In blue ink)**

_____	_____	_____
Authorized Official's Signature	Date	Authorized Official's Title

(Remainder of page intentionally left blank)

CONTRACTOR DETAIL

2. Provide a concise description of the Contractor, including its history, years of operation, general service mission, and primary services provided. Include a copy of your organizational chart and indicate where the proposed program reports within your organization. Clearly note the position responsible for the direct supervision of program staff and the areas of expertise that they contribute to the proposed program. *(Approx. ½ page-maximum 10 points)*

3. Is the Contractor accredited? ___Yes ____No

   If yes, by whom: _____

   Level of Accreditation:_____ Period of Accreditation: _____

4. What is the Contractor's fiscal year? Beginning:_____ Ending:_____

   In addition to the original of the Response, Contractors must submit a complete, electronic copy of the Response on a compact disk (CD) or USB that includes the most recent financial audit required to be submitted annually under the provisions of Section 4.19 of the RFP.

5. Does the Contractor carry all of the insurance required in Attachment G to the RFP?

   ____Yes

   ____No If no, the Contractor must agree to purchase all of the insurance required by Attachment G prior to contract execution.

   Affirm:_____Yes _____No

   Please indicate whether the Contractor will be transporting clients: ☐ Yes ☐ No

ORGANIZATIONAL CAPABILITY

6. Describe how you will implement culturally competent services. Strategies must address culturally sensitive outreach efforts that demonstrate an understanding of children and families living in disadvantaged neighborhoods, and children with special and behavioral health needs, and other diverse populations. Discuss how your services will be impactful and meet the needs of the target population for this RFP. Include any training and/or community work in this area. *(Approx. ½ page-maximum 10 points)*

7. Describe your history of successful community collaboration, including your participation with the major stakeholders and partners including DCPS, DCF Child Care Licensing and system building efforts serving the target population(s). Be sure to articulate the role the Contractor has played in helping to improve or enhance the overall system of care for the target population(s). *(Approx. ½ page-maximum 15 points)*

PROGRAM DESIGN

8. Please complete the following Site Chart for all program sites that would be funded under this RFP and provide a rationale for the service locations you have proposed. (Maximum 10 points)
   - Attach Principal Authorization Letters (Form 6) for any school-based sites.
   - Current copy of Child Care License or Letter of Exemption from DCF Child Care Licensing and Enforcement for each school year proposed site must be submitted before a contract will be signed.

Notes:

- Please refer to the priority school list (Attachment J). The chart indicates the number of children to be served at each school as already agreed to by DCPS/KHA (for both school year and summer). The number of children cannot differ from the priority list.
- You must apply for both for school year and summer. Different Contractors will not be awarded a contract at the same school.
- Your days of operation for the school year must be 170.
- Your days of operation for the summer must be 29 days.
- Summer programs must be open five days per week, excluding recognized holidays.

Site #	School Name	SCHOOL YEAR		SUMMER		Start Time for School Year	End Time for School Year	Start Time for Summer Program	End Time for Summer Program
		# of Students to be served during the School Year	Days of Operation during the School Year	# of Students to be Served during the Summer	Days of Operation during the Summer				
1.									
2.									
3.									

*NOTE: Add or delete rows as necessary.

PROPOSED STAFF INFORMATION

9. Describe how each site will be staffed to ensure appropriate staff to child ratios. List all positions that will be providing direct and support services. Include the job title; minimum education (including degree area), training, and experience requirements; primary duties, and the percent of each position's time that will be devoted to this program. *(Approx. 1 page-maximum 10 points)*

10. Describe your program's method of guaranteeing that all staff working in the program have complied with Level 2 background screening and fingerprinting requirements and are re-screened every five (5) years. *(Approx. ½ page-maximum 10 points)*

11. Provide a timeline for hiring and training of staff, including the start-up period, to be fully operational by the beginning of the school year and/or summer. *(Approx. ½ page)*

12. Consistency is important to the success of services. Explain what efforts you will make to maintain staff and reduce turn-over of trained, experienced staff within the program. Include historical turnover information for your organization and current staff recruitment and retention efforts. *(Approx. ½ page-maximum 15 points)*

13. Describe the staff training requirements and costs associated with the program. How will program staff be trained and prepared to identify child abuse and neglect? Additionally, discuss strategies to educate staff on behavior management and inclusion practices. Discuss how staff will be supervised to ensure quality program delivery. Please include any additional training that will be provided in order to best serve the target population(s). *(Approx. 1 page-maximum 10 points)*

ADDITIONAL REQUIREMENTS

14. Participant engagement and retention is a strong indicator for success. Describe the plan to engage and retain children in the program. It is expected that children and youth will maintain an

average daily attendance rate of 85% or higher during the school year and summer components. Different daily attendance rates must be explained. Identify specific techniques and practices that the program will implement in order to ensure consistent and long-term participation. *(Approx. 1/2 page-maximum 15 points)*

15. If your program will be providing transportation either from a school site or home in the evening, please describe. (*Approx. ½ page*)

PERFORMANCE MEASURES AND DATA MANAGEMENT

16. Explain the steps you will take to ensure that every child completes the performance measures as required. Describe the specific internal controls utilized to ensure that data integrity is maintained and reported in accordance with the outcome schedule. *(Approx. ½ page-maximum 15 points)*

ATTACHMENT A.2.
SITE-SPECIFIC INFORMATION
AFTERSCHOOL AND SUMMER PROGRAMMING 2021 RFP

ATTENTION CONTRACTORS: QUESTIONS 17-33 ARE TO BE ANSWERED FOR EACH SITE YOU ARE APPLYING TO SERVE. PLEASE SUBMIT A SEPARATE DOCUMENT FOR EACH SITE INDICATING THE SITE NAME/LOCATION FROM THE CHART IN QUESTION 8 IN THE FILE NAME.

17. Relationships with other support services are necessary for the success of a program. Describe other existing community resources and other support services that are available in the community for the families of the children you plan to serve. Demonstrate your knowledge of those services and how they support the target population and will fit into the continuum of care, such as referrals to community resources for food/clothing assistance, transportation and health and medical services. *(Approx.1 page-maximum 10 points)*

18. Describe your intake process. Describe your program's waiting list procedures. *(Approx. ½ page-maximum 10 points)*

PROGRAM COMPONENTS – SCHOOL YEAR

19. Explain how the required one (1) hour per day of homework assistance/literacy and/or supplemental activities will be provided. Describe the supplemental learning activities that will take place when time allows and how they will make learning fun. Describe the numbers and types of staff available to provide the activities. Be specific in your response including the teacher and staff to child ratios. *(Approx. 1 page-maximum 15 points)*

20. Explain how fun and age-appropriate physical fitness activities will be provided. *(Approx. ½ page-maximum 15 points)*

21. Explain how your program will meet the nutritional needs of the children. Describe how the children will receive one (1) healthy snack and one (1) healthy supper daily through the Nutrition program. Describe how nutrition education will be delivered using creative methodologies to educate children about the importance of proper nutrition and a balanced diet. *(Approx. ½ page-maximum 10 points)*

22. Describe how the specific curriculum will be used in a creative and meaningful way to enhance social emotional learning. *(Approx.1 page-maximum 15 points)*

23. Explain why it is important for afterschool programs to expand their approach to family engagement by helping parents and extended family members broaden their networks of social support and gain access to multiple resources? Describe how program staff will encourage reciprocal communication with families and collectively identify family engagement events. Describe two (2) family engagement opportunities that will be offered and how they will help children and families develop strong connections with their community. *(Approx 1 page-maximum 15 points)*

24. Describe the benefits of Service Learning to children and families in your program and describe one (1) community service initiative that will be completed and how it will help children to develop strong connections with their community. *(Approx. ½ page-maximum 10 points)*

25. Demonstrate how your program will provide a diversity of cultural arts and enrichment activities to the children served. Describe the types of activities the program will provide and how the children will benefit from the activities, as well as any experience in this area. *(Approx. ½ page-*

maximum 15 points)

PROGRAM COMPONENTS – SUMMER

26. Demonstrate how Project Based Learning (PBL) and literacy will be incorporated into the summer program. Describe a plan for one-week outlining a sample of a PBL theme from start to finish and how it would be implemented in your program. (*Approx. 1 page-maximum 15 points)*

27. Explain how fun and age-appropriate physical activities will be provided. *(Approx. ½ page-maximum 15 points)*

28. Explain how your program will meet the nutritional needs of the children. Demonstrate how the children will participate in the Break Spot program. Describe how nutrition education will be delivered using creative methodologies to educate children about the importance of proper nutrition and a balanced diet. *(Approx. ½ page-maximum 10 points)*

29. Describe how the curriculum you selected will be used in a creative and meaningful way to enhance social emotional learning. *(Approx.1 page-maximum 15 points)*

30. Explain why it is important for summer programs to expand their approach to family engagement by helping parents and extended family members broaden their networks of social support and gain access to multiple resources? Describe how program staff will encourage reciprocal communication with families and collectively identify family engagement events. Describe the family engagement opportunities that will be offered and how they will help children and families develop strong connections with their community. *(Approx. 1 page-maximum 15 points)*

31. Demonstrate how your program shall provide a diversity of cultural arts and enrichment activities to the children they serve. Describe the types of activities you intend to provide and how the children will benefit from the activities, as well as any past experience you have had in this area. Discuss the number of field trips that will be offered and a sample of the types of trips. *(Approx. ½ page-maximum 15 points)*

32. Describe the supplemental learning activities that will take place when time allows, the purpose of the activities, and how they will make learning fun. *(Approx. ½ page-maximum 15 points)*

TOTAL FUNDING REQUESTED

33. Using details from the chart completed in question 8; insert information below to determine the amount requested for each program by site. Rows may be added if necessary. Only complete rows needed. (Maximum 10 points)

#	Site Name	Program Type	Students to be Served		Days of Operation		Units of Service		Reimbursement/ Unit of Service		Proposed Contract Amount for Program/Site
		School Year		x		=		x	$11	=	$
		Summer		x		=		x	$22	=	$

Attachment B
Evaluation Matrix

The evaluations will be based upon the following criteria. Failure to provide adequate information on any criterion will result in lower scores and could result in rejection of the Response as non-responsive. The response to each of the criterion will be evaluated relative to the other responses received. Contractors are encouraged to arrange their responses in the exact format as the application in Attachment A.1 and A.2, which will offer ready review and evaluation of each criterion. Please note that the final score will be the percentage of points received. For example, receiving 300 points out of a possible 345, would result in a score of 87 (86.9%). **Contractors must score a minimum 75% of points overall by site to be considered for funding.**

IMPORTANT NOTES:

Answers to Questions 1-16 should only be submitted once as they will be rated only once and used as a Contractor score that will be combined with each site score (based on questions 17-33, which should be completed for each site).

Application Reference Point	Incomplete Response 0-2 points	Acceptable Response 3-5 points	Excellent Response 6-10
Contractor Detail Question #2 (Maximum Points 10)	Contractor history is less than two years. Description of Contractor mission or services provided is missing, unclear or minimally described.	Contractor history is less than three years. Contractor mission and history somewhat support the plan to provide services for the target population described in the RFP.	Contractor history is three years or more. Contractor mission and history clearly support the provision of services for the target population described in the RFP.

Application Reference Point	Incomplete Response 0-5 points	Acceptable Response 6-10 points	Excellent Response 11-15 points
Cultural Competence Question #6 (Maximum Points 10)	The Response does not address culturally competent outreach efforts and/or organizational practices.	The Response demonstrates a clear focus and understanding of the importance of cultural competence, including children and families living in disadvantaged neighborhoods, special needs, behavioral health, and other diverse populations.	N/A
Community Collaboration Question # 7(Maximum Points 15)	The Response does not address participation or reflects little participation in system building efforts. There is limited prior involvement in the system of care.	The Response reflects participation in local system building efforts. There is significant prior involvement in the systems of care for the proposed target populations.	The Response indicates active participation and leadership roles in community systems work, including interactions with major stakeholders and partners such as DCPS and DCF.

Application Reference Point	Incomplete Response 0-5 points	Acceptable Response 6-10 points	Excellent Response 11-15 points
Site Chart Question #8 (Maximum Points 10)	Numbers served appear unrealistically high or low. Sites were not clearly identified, included non-eligible schools and/or the Contractor did not provide required principal authorization letter.	Sites were clearly identified, chosen schools/feeder schools are eligible for services, and required principal authorization letter included.	N/A
Proposed Staff Information Question #9 (Maximum Points 10)	Staffing chart is incomplete or the number/type of staff included does not seem adequate for the positions and services identified. Staff education and experience may seem in conflict with job duties or inadequate.	Duties for each position are clearly described, and education and experience appear appropriate for job duties. The number of professional staff is sufficient for the number and needs of the children to be served.	N/A
Background Screening Question #10 (Maximum Points10)	The program has no or incomplete plans for guaranteeing all staff have complied with Level 2 background screening and fingerprinting requirements.	The program has a complete and well thought out plan for guaranteeing all staff have complied with Level 2 background screening and fingerprinting requirements before beginning employment and rescreening every five (5) years.	N/A
Staff Retention Question #12 (Maximum Points 15)	Staff retention strategies are omitted or are not clear. The Contractor may have a history of poor staff retention.	Staff retention strategies are explained but may lack detail. Historical turnover information is addressed and retention strategies are explained and appear reasonable.	Staff retention strategies are clear and represent positive reinforcement and encouragement to maintain consistent employment. The Contractor explains efforts to increase retention rates and decrease costs associated with turnover. Strategies appear to be effective, and the Contractor has a good staff retention history.

Application Reference Point	Incomplete Response 0-5 points	Acceptable Response 6-10 points	Excellent Response 11-15 points
Training Requirements Question #13 (Maximum Points 10)	A staff training plan is not supplied or the training plan does not directly relate to the matters of out-of-school time programming. Staff supervision plans are not described in detail.	A staff training plan is comprehensive, directly relates to the matters of out-of-school time and ensures ongoing fidelity, where applicable. Staff training and supervision address the major issues associated with serving the target population and appear realistic and appropriate.	N/A
Recruitment/ Retention Question #14 (Maximum Points 15)	Proposed population and/or recruitment strategies are not clearly defined or are not likely to attract children/families. Retention goals are not defined or lack effectiveness.	Proposed population description and recruitment strategies are adequately defined and are likely to attract children/families. Retention goals lack detail.	Proposed population description and recruitment strategies are strong, well defined, include school and community partners, and are likely to attract and retain children/families.
Performance Measures and Data Management Question #16 (Maximum Points 15)	There is little or no discussion of how performance measurement will be conducted. There is minimal description of internal controls for data integrity, and outcome reporting.	There is a plan for ensuring that every child served will complete performance measures. Adequate internal controls are addressed to ensure data integrity are accurately scored and reported.	There is a plan that describes specific details regarding the internal controls and processes to insure high quality data collection and reporting. This includes supervisor oversight; data report analysis and use of an internal tracking system with clear guidelines for use.
Support Services Question #17 (Maximum Points 10)	Response conveys minimal knowledge and understanding of existing resources, natural supports and connectivity with other systems of care.	Response identifies opportunities for children and families to connect with their community and identifies connectivity with some existing resources and natural supports.	N/A
Intake/ Wait List Question #18 (Maximum Points 10)	The program's intake process and wait list procedures are missing or lack detail. If applicable, process for determining number of students and/or days is not well explained.	The program's intake process is thorough and wait list procedures are included. If applicable, process for determining number of students and/or days is well thought through and explained.	N/A

Application Reference Point	Incomplete Response 0-5 points	Acceptable Response 6-10 points	Excellent Response 11-15 points
Homework Assistance/ Literacy/ Supplemental Activities Question #19 (Maximum Points 15)	Homework assistance/literacy is not addressed and the role of certified teachers is missing or minimally addressed. Supplemental activities and required ratios are missing or minimally addressed.	Homework assistance/literacy lack details and the role of certified teachers is addressed but lacks the proposed teacher and staff to child ratios. Supplemental activities are addressed, but it is not clear how they will be provided in an engaging manner.	Homework assistance/literacy is well described and the role of certified teachers is clearly defined including the proposed teacher and staff to child ratios. Supplemental activities are addressed, and include appropriate examples that indicate that they will be implemented in a creative and engaging manner.
Fitness Activities Question #20 (Maximum Points 15)	Fitness activities are not clearly described or are not provided daily. Activities may not be age or developmentally appropriate or are not designed to maximize "fun".	Fitness activities are described, are based upon a specific curriculum, appear age appropriate, and seem to be designed to engage children.	Fitness activities, are well described, engaging, and are designed to promote lifelong enjoyment and healthy habits. The curriculum is well described. Activities are sufficiently varied to meet the different interests and skill levels of the children.
Nutrition Question #21 (Maximum Points 10)	Snack and meal distribution plans are not clearly described and do not include food provision through the Florida Department of Health Bureau. Nutrition education is included as a component, but the description does not reflect a focus on the importance of proper nutrition and a balanced diet.	The provision of food through the Florida Department of Health Bureau is clearly demonstrated. Snack and meal distribution consists of one (1) healthy snack and one (1) healthy supper delivered daily. Nutrition education will be delivered using creative methodologies to educate children about the importance of proper nutrition and a balanced diet.	N/A
Social Emotional Learning Question #22 (Maximum Points 15)	Social Emotional Learning activities are not clearly described or are not provided. Activities may not be age appropriate.	Social Emotional Learning activities are adequately described and appear to be age appropriate. The Contractor appears to have an understanding of the concepts necessary to deliver this component.	Social Emotional Learning activities are fully described and age appropriate. Planned activities demonstrate a clear understanding of how to deliver the curriculum in a creative, engaging, and meaningful way.

Application Reference Point	Incomplete Response 0-5 points	Acceptable Response 6-10 points	Excellent Response 11-15 points
Family Engagement Question #23 (Maximum Points 15)	Family Engagement opportunities may be missing or minimally addressed. There may be only one (1) family involvement opportunity rather tha the two (2) required.	Family Engagement opportunities are addressed but the staff partnering with the families is not included as an essential element. Two (2) family involvement opportunities are fully described. Limited understanding of importance of partnering with families to identify family engagement events they would be interested in attending.	Family Engagement opportunities are encouraged and staff partner with families to collectively agree on the family involvement opportunities. Proactive strategies are utilized to encourage family engagement. Two (2) family involvement opportunities are fully planned and described. Clear understanding of importance of partnering with families to identify family engagement events they would be interested in attending.
Service Learning Question #24 (Maximum Points 10)	Service learning opportunities are missing or minimally addressed.	Service learning opportunities are addressed fully and at least one (1) activity is planned and shows how it will help children to develop strong connections with their community.	N/A
Cultural Arts/ Enrichment Question #25 (Maximum Points 15)	A diversity of cultural arts and enrichment activities are missing or minimally addressed.	A diversity of cultural arts and enrichment are proposed including a description of how the children will benefit from the activities.	A diversity of cultural arts and enrichment activities are proposed including a comprehensive description of how the children will benefit from the activities. Contractor has had past experience in this area.
Project Based Learning Question #26 (Maximum Points 15)	A Project Based Learning/literacy plan was not clearly outlined. The academic and art components were not specific or tied into the lesson appropriately.	A Project Based Learning/literacy plan outlined a sample of a theme from start to finish. It includes a full array of academic and art components but did not weave them in appropriately.	A Project Based Learning/literacy plan outlined a detailed sample of a theme from start to finish. It includes a full array of academic and art components and their appropriate implementation, and reflects use of creative, engaging activities.
Fitness Activities Question #27 (Maximum Points 15)	Fitness activities are not clearly described, do not reflect a specific curriculum, or are not provided daily. Activities may not be age or developmentally appropriate or are not designed to maximize "fun".	Fitness activities are described, are based upon a specific curriculum, appear age appropriate, and seem to be designed to engage children	Fitness activities, are well described, engaging and are designed to promote lifelong enjoyment and healthy habits. The curriculum is well described.

Application Reference Point	Incomplete Response 0-5 points	Acceptable Response 6-10 points	Excellent Response 11-15 points
Nutrition **Question #28** (Maximum Points 10)	Snack and meal distribution plans are not clearly described and do not include food provision through the Summer Lunch Program. Nutrition education is included as a component, but the description does not reflect a focus on the importance of proper nutrition and a balanced diet.	The provision of food through the Summer Lunch Program is clearly demonstrated. Snack and meal distribution consists of one (1) healthy breakfast/snack and one (1) healthy lunch delivered daily. Nutrition education will be delivered using creative methodologies to educate children about the importance of proper nutrition and a balanced diet.	N/A
Social Emotional Learning **Question #29** (Maximum Points 15)	Social Emotional Learning activities are not clearly described or are not provided. Activities may not be age appropriate.	Social Emotional Learning activities are adequately described and appear to be age appropriate. The Contractor appears to have an understanding of the concepts necessary to deliver this component.	Social Emotional Learning activities are fully described including. Planned activities demonstrate a clear understanding of how to deliver the curriculum in a creative, engaging, and meaningful way.
Family Engagement **Question #30** (Maximum Points 15)	Family Engagement opportunities may be missing or minimally addressed.	Family Engagement opportunities are addressed but the staff partnering with the families is not included as an essential element. Family involvement opportunities are fully described. Limited understanding of importance of partnering with families to identify family engagement events they would be interested in attending.	Family Engagement opportunities are encouraged through proactive strategies of staff partnering with families to collectively agree on the family involvement opportunities. Proactive strategies are utilized to encourage family engagement. Family involvement opportunities are fully planned and described. Clear understanding of importance of partnering with families to identify family engagement events they would be interested in attending.
Cultural Arts/ Enrichment **Question #31** (Maximum Points 15)	A diversity of cultural arts and enrichment activities are missing or minimally addressed.	A diversity of cultural arts and enrichment activities are proposed including a description of how the children will benefit from the activities.	A diversity of cultural arts and enrichment activities are proposed including a comprehensive description of how the children will benefit from the activities. Contractor has had past experience in this area.

Application Reference Point	Incomplete Response 0-5 points	Acceptable Response 6-10 points	Excellent Response 11-15 points
Supplemental Activities **Question #32** (Maximum Points 15)	Supplemental activities are missing or minimally addressed.	Supplemental activities are addressed, but their purposes are unexplained, and/or it is not clear how they will be provided in an engaging manner.	Supplemental activities are clearly addressed, and their purposes are well explained and include appropriate examples that indicate that they will be implemented in a creative and engaging manner.
Total Funding Request **Question #33** (Maximum Points 10)	The total amount proposed is incomplete or incorrect.	All funding request information is complete and accurate.	N/A
	A.1 CONTRACTOR WIDE INFORMATION POINTS ARE INCLUDED IN POINTS BELOW		
345	TOTAL POSSIBLE YEAR-ROUND POINTS		
Applications must score a minimum 75% of points overall by site to be considered for funding.			