



Request for Proposals: Development of a Strategic Plan

Background and Purpose:

Established in 1996, the Anson County Partnership for Children (ACPC) is a public/private nonprofit organization, which administers Smart Start funds and services for children ages birth through 5 years of age and their families in Anson County, NC. Smart Start is North Carolina's statewide, award winning early childhood initiative. Limited additional funding is available to extend services to school-age children.

The mission of ACPC is "helping make Anson County a better place to be a child and to raise a child." Governed by an 18 member Board of Directors, the Partnership focuses its services on children birth to five that live in Anson County.

The nine primary objectives of ACPC, established during the strategic planning process in 2014 are:

1. Children have access to quality child care, if their families want and/or need it.
2. Children are enrolled in child care facilities that have a 4- or 5-star rating.
3. Children are enrolled in child care facilities that provide a consistent high quality early education program by retaining competent, qualified staff.
4. Children with special needs are identified at an early age, referred to needed services and linked to those services.
5. Children are safe from accidental injuries.
6. Children are a healthy weight; eating nutritious meals and getting the right amount of exercise.
7. Families have the information they need to feel confident and competent about their ability to parent.
8. Families have the knowledge, skills and materials to participate in literacy related activities with their children.
9. Families have the information they need to ensure that their children are a healthy weight, are eating nutritious meals and getting enough exercise.

The purpose of this RFP is to seek assistance with shaping and planning for the agency's future to ensure we best meet the needs of young children and their families in Anson County.

Current Initiatives and Programs:

ACPC provides an array of early childhood services targeted at children birth to age 5 and their families. Funded programs fall into one of three categories:

- **Early Care and Education:** programs targeted at the county's early childhood facilities (child care centers and classrooms) and the educators working in these facilities. Programs aim to improve or maintain the quality of care offered to young children in licensed and regulated child care facilities.
- **Family Support:** programs targeted to families with children birth to 5 to strengthen families in the community.
- **Health Programs:** programs targeted at overall health and wellness for children birth to 5 years of age. Programs work to ensure families have proper car passenger safety restraints and a focus on reducing childhood obesity.

ACPC is concerned about the healthy development of all children. While some programs must have a priority to serve the children most in need, our agency has been able to expand services to those children and families who typically fall through the cracks. The organization has a focus on equity across programs and services delivered and fostering a broader awareness of equity issues across our community.

The Anson County Partnership for Children operationalizes these aims through the following programs and activities:

- Dolly Parton’s Imagination Library is a literacy program available to every child in Anson County from birth to five which provides a book by mail monthly. Last year, 1,385 children were enrolled in the program totaling over 13,000 books mailed.
- Raising a Reader participants bring home a sturdy red bag filled with four high-quality children’s books weekly. There are currently 557 three, four and five-year-old children in the Raising a Reader program including all Kindergarten children in the county.
- Reach Out and Read doctors prescribe books, encourage families to read together and give books to children during regular pediatric checkups. 1,215 books were distributed to children through the Reach Out and Read Program in Anson County in 2016-17.
- Family Support provides free distributions for disadvantaged families in Anson County. 148 food/nonfood essential packages; 1,499 packages of diapers or wipes; and 4,509 books were distributed in 2016-17.
- Child Passenger Safety Seat Permanent Checking Station provides car seat inspections by nationally certified child passenger safety technicians and provides car seats to \$15 for families in need. More than 150 car seats were inspected and 137 car seats were distributed by the Permanent Checking Station in 2016-17.
- NC Pre-Kindergarten provides high quality child care for qualifying children who are four years old before August 31 at no cost. Currently, 153 children are enrolled in the NC Pre-Kindergarten program in Anson County at four child care facilities.
- Child Care Subsidy and Enhancement Program provided 131 children with subsidy to attend high quality child care in 2016-17. The program also provided quality enhancement bonuses to 20 child care facilities with 4 or 5 stars to maintain high-quality care.
- Child Care Services promotes awareness of young children’s issues in the community, provides training and technical assistance to child care providers and delivers developmentally appropriate materials to child care facilities. Child Care Services provided 82 hours of training to child care providers in 2016-17.
- Early Childhood Resource Center (ECRC) provides child care providers, parents and community members with over 6,000 resources to increase the quality of early childhood experiences. Weekly story time for children is offered in the ECRC. There were approximately 6,700 ECRC checkouts to 426 active members and 51 story time sessions provided to children in 2016-17.

Requested Services

In our 22nd year of providing services, our Board of Directors and Staff want to take part in an inclusive and forward-thinking strategic planning process that will result in a clear roadmap for our agency for the next 5 years. We want this process to include:

- Activating institutional memory to create a thorough and shared understanding of our current and past work in the community.
- Gather data and feedback from community partners, clients, and board and staff members about community needs.
- Facilitating a workgroup made up of board and staff members who will serve as the key planning group for the process.
- Facilitate a board and staff meeting to:
 - Review the agency mission statement,

- Establish shared agency values and
- Provide input into the developing strategic plan
- The creation of a planning document that:
 - Is clear and easy to understand.
 - Contains actionable goals, objective and benchmarks.
 - Includes a timeline and plan for reviewing the documenting agency progress on a regular basis.

Compensation

The Anson County Partnership for Children will compensate the organization or individual on an agreed upon schedule throughout the contract. Compensation for the work is not to exceed \$7,500.

Responding to the RFP

Proposed Timeline: The process will begin August 2018 with a completion date no later than March 2019.

Proposal Requirements:

Individuals/organizations responding to the RFP should provide the following:

- 1.) Describe background and qualifications to complete the work.
 - Knowledge and expertise in the development of strategic plans.
 - Experience in the designing of guiding documents that align strategic priorities for non- profit agencies.
 - Experience in stakeholder engagement and facilitation of a group process
 - Facilitation of meeting to both encourage participation and limit monopolizing of conversation.
 - Technical assistance to staff members for plan implementation.
- 2.) Describe how planning the programs will flow and the time frame for completion.
 - Meet initially with ACPC's Executive Director and key Board members to review the proposed process and set goals and timelines.
 - Facilitate and work closely with Task Force made up of Board, staff and community members to review ACOC's mission, goals, strengths and weaknesses of the current plan.
 - Design, plan and facilitate a board/staff meeting to include team members in the work and planning process.
 - Produce and share with board and staff a report that summarizes and synthesizes feedback and decisions about goals, objectives, strategies, benchmarks and implementation.
- 3.) Budget
 - Include a not-to-exceed cost budget detailing the number of hours proposed, hourly rate, and other expenses.

RFP responses are due by 5 pm on Friday June 1, 2018 and may be submitted to:

Caroline Goins, Executive Director
Caroline.goins@ansonchildren.org

Questions about the process may be directed to:

Caroline Goins, Executive Director
Caroline.goins@ansonchildren.org
 704-694-4036 ext. 103