



Request for Proposals

Capturing Family Voices to Inform the NC Initiative for Young Children's Social-Emotional Health

The [NC Early Childhood Foundation](#) and [NC Child](#) request proposals from local family service organizations or informal parent or family-led groups to gather input from families who have had children involved in North Carolina's social-emotional health system, such as early intervention, developmental screening, community-based services, public schools and more. This effort is a part of the NC Initiative for Young Children's Social-Emotional Health ("the initiative").

Selected organizations or groups ("contractors") will be hired to collect family input in August and September 2020. The initiative seeks to listen and learn from the experiences of families who face structural barriers to opportunity, including families of color, low-income families, families with language barriers, and families in rural parts of the state. Family input will be used to improve social-emotional health services for children and families in the state. **Proposals are due June 19th.**

Background on the NC Initiative for Young Children's Social-Emotional Health

Young children's social-emotional development is critical to their long-term health and well-being, and significantly impacts their ability to learn, establish healthy connections with others, manage their emotions, and grow into capable adults. Unfortunately, for many North Carolina children, significant adversity in early childhood – family and community violence, maltreatment, living with a parent with a substance abuse disorder, growing up in poverty, racism, and other social drivers of health – disrupts their healthy social-emotional growth. Early identification and appropriate intervention with young children who demonstrate signs of social-emotional challenges, such as inability to connect and manage their emotions, can improve their future development. To achieve this for every child, North Carolina must develop a robust system of promotion/parent support, prevention, intervention, and treatment services to support children's social-emotional well-being.

NC Child, in partnership with the NC Early Childhood Foundation, the ABCD State Advisory Group, and in collaboration with multiple early childhood leaders, launched the NC Initiative on Young Children's Social Emotional Health in Fall 2019. The initiative strives to move forward recommendations from the [Pathways to Grade-Level Reading Action Framework](#), and build a robust, evidence-based, and accessible early childhood social-emotional health system in North Carolina over the next four years.

This Request for Proposals (RFP) aims to engage family partners for 2020. There may be continued opportunity for partnership in future years of the initiative.

How This RFP Fits In:

With this proposal, the initiative seeks to **partner with local family service organizations and/or informal family-led groups to collect input from families who have had children involved in the state's social-emotional health system (defined below) to inform the initiative.** We seek to better understand:

- Families' experiences accessing and navigating the system, both positive and negative
- How the system is supportive
- Points where the system breaks down and gaps in services
- What families would change to improve the system

Definition of NC's Social-Emotional Health System

For the purposes of the initiative, the following agencies, programs and services are considered part of NC's children's social-emotional health system. **We are most interested in gathering input from families who have had children involved with multiple agencies/organizations in the system:**

- Early Intervention (Children's Developmental Services Agencies, IDEA Part C, NC Infant-Toddler Program)
- Social-emotional promotion, parent support, and screenings in pediatricians' offices or medical homes and referral to treatment services
- Clinicians or community mental health agencies providing Infant and Early Childhood Mental Health (IECMH) or behavioral health therapy/treatment
- Care Management for At-Risk Children (CMARC – formerly known as CC4C)
- Community Care of North Carolina (CCNC)
- Home visiting supports
- Parenting education and community support
- Foster care/social services/child welfare
- Medicaid/Health Choice and private insurance companies
- Pregnancy Medical Homes, OB case management
- Childcare (including Childcare Health Consultants), Early Head Start, public preschool (Head Start, NC Pre-K, Preschool Exceptional Children, Title I Preschool, Development Day Preschool)
- Public school system [Exceptional Children program (IDEA Part B), 504 plans, behavioral plans, goodwill accommodations, Multi-Tiered System of Supports (MTSS), Pyramid Preschool Model, school psychologists or counselors]

Proposal Requirements and Instructions

The following three sections contain project requirements and instructions, to inform and assist in the completion of proposals:

1. Participate in project planning and webinar
2. Collect family input through interviews and a survey
3. Complete and submit project deliverables

1. Participate in project planning and webinar

Family input will be gathered through one-on-one interviews (in-person, on the phone, or via video chat) and written and/or online surveys. Other approaches proposed by communities, such as focus groups, will be considered, though we are trying to plan ahead in case COVID-19 is still an issue and group meetings are not possible.

The initiative will support contractors in conducting interviews, surveying families, and collecting the input by providing interview questions and a note-taking template, survey questions and technical assistance. Questions and template can be available in Spanish as needed.

Staffing: Contractors will identify staff or family group leaders to implement this project, including providing feedback on interview and survey questions, connecting to families, and gathering input via interviews and survey. For interviews, both an interviewer and a note-taker will need to be identified.

Project Webinar: **A project webinar will be held on July 15th.** The webinar will familiarize project leaders with the interviewing and survey tools and templates they will use to coordinate, collect and record family input. Both the designated interviewer and notetaker must participate in the webinar.

2. Collect Family Input

Contractors will collect input from families whose young children (birth through age 8) are or were recently involved in NC's children's social-emotional health system on their experiences navigating the system.

Contractors will collect input from caregivers (parents, grandparents, aunts/uncles, foster parents), with a focus on diverse representation, including from different parts of the state, diverse racial, socioeconomic, and language groups, families of children with different abilities, and families experiencing the most barriers to success (e.g., lack of transportation, housing instability, language barriers).

Overall, the initiative would like to have input from 30-50 families through interviews and 100-200 families via survey. The initiative may hire more than one contractor, depending on contractors' capacity and reach. As part of your proposal, you will be asked to indicate the number of families it is feasible for your organization or group to collect input from via interview and/or survey. This may be a smaller or larger number of families, as appropriate for the contractor. All are encouraged to apply. A contractor who can only collect input from a smaller number of families, for example, may be a particularly valuable member of the team if their family contacts include harder-to-reach families.

Examples of harder-to-reach families might include (but are not limited to) families whose primary language is other than English, families with non-traditional work schedules, families experiencing homelessness, tribal communities, or families from the far eastern or western parts of the state.

Project Deliverables, due on the timeline below:

Contractors are responsible for:

- Providing feedback on draft interview and survey questions
- Participating in the webinar
- Connecting with families
- Collecting family input, using provided interview and survey questions
- Taking notes during interviews on a note-taking template (provided by the initiative). The initiative can support translation as needed, in consultation with the contractor.
- Recording interviews (audio or video/audio through platforms such as Zoom or mobile apps), if the initiative decides in partnership with contractor(s) that recording interviews is appropriate. The initiative can provide support if technology is a barrier.
- Completing a Family Input Report summarizing input gathered through interviews and surveys
- Submitting interview notes, interview recordings, raw survey data, and Family Input Report to the initiative by September 30th.

Timeline

- RFP released – May 22, 2020
- **Proposals due – June 19, 2020**
- Proposals selected – July 1, 2020
- Webinar – July 15, 2020
- Collect Family Input – August-September 2020
- **Deliverables Due – September 30, 2020**

Submission Details:

When completed, please return your signed application to Debra Miller at Debra@NCChild.org.

Questions:

If you have any questions about this RFP or submitting your proposal, please contact Morgan Forrester at morgan@NCChild.org.

**Capturing Family Voices to Inform the NC Initiative for Young Children’s Social-Emotional Health
Proposal Application**

To apply, please email this form by June 19th to Debra@NCChild.org.

Organization or Name of Group _____

Executive Director or Group Leader _____

Address _____

City _____ **Zip Code** _____

Phone _____

E-mail _____

Project Leader(s) (if different from above) _____

Phone Number: _____ **Email:** _____

Interviewer Name: _____

Interviewer Email: _____

Notetaker Name: _____

Notetaker Email: _____

Please answer the following questions (2-4 pages):

1. **Your Organization:** Please provide a brief overview of your organization or family-led group. Please describe the demographics of the families you engage (race/ethnicity, primary language spoken, from which counties, etc) and how they have been involved with NC's children's social-emotional health system. If you have a regularly-meeting parent group, please describe that.
2. **Methodology:** Please describe your process for recruiting families for interviews and for taking the survey, and for interviewing families and collect families' input via survey. Please discuss your organization or group's capacity to participate in a webinar and collect the input from families, including interviewing, taking detailed notes, analyzing input gathered through interviews and surveys, and submitting a clear (brief) report that summarizes the feedback gathered. If you have examples of methodologies from previous work, please submit. Any changes to your proposed plan that may need to be made due to COVID-19 will be considered.
3. **Capacity and Cost Proposal:** How many family representatives do you propose to collect input from using the described methods above – (a) interviews and (b) surveys? Groups with both large and small capacity will be considered and are encouraged to apply. Please state your proposed cost for the work, which will not be exceeded. Compensation for family representatives' time is a permissible expense.