



NEW HAVEN PUBLIC SCHOOLS

New Haven Public Schools Office of Youth Family and Community Engagement

New Haven Public Schools Summer and Afterschool programs encompass a broad range of focus areas including academic support, mentoring, positive youth development, arts, sports and recreation, apprenticeships, workforce development programs, and programs for homeless youth.

The activities children and youth engage in outside of school hours are critical to their overall development, highlighting the need for quality afterschool programs. Effective afterschool programs can improve classroom behavior, school attendance, and academic aspirations and reduce the likelihood that a student will drop out.

New Haven Public Schools (NHPS) Summer and After-School Programs are primarily funded through grants from the United States Department of Education (USDOE) and the Connecticut State Department of Education (CSDE). The USDOE and the CSDE provide funds to school districts that collaborate with community partners to provide safe and educationally enriching alternatives for children and youth during non-school hours. The funds are awarded to specific school sites through a competitive process. The base grants that the USDOE and CSDE awards to NHPS for Summer and Afterschool programs represent five funding sources:

1. Extended School Hours Grant for K-12 schools are state funds. ESH grants are one-year renewable funding sources (CSDE).
2. 21st Century Community Learning Center (21st CCLC) grants for K-8 schools are federal funds. 21st CCLC grants are awarded based on a highly competitive application process, and last for five years (CSDE).
3. State After-School Grants (SAG) for K-12 schools are federal funds. SAG grants are awarded based on a highly competitive application process, and last for two years (CSDE).
4. Elementary and Secondary School Emergency Relief Fund (ESSER II)
 - a. ESSER II funds will provide funding to address learning loss among students, including low-income students, children with disabilities, English learners, racial and ethnic minorities, disengaged youth, students experiencing homelessness, and children and youth in foster care (USDOE).

NHPS directly applies for these grant funds from the USDOE and CSDE, and grant funds are received and managed by the school district. NHPS contracts a portion of grant funds to agencies to provide Summer and Afterschool programming in close partnership with schools.



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Local Agencies submit grant applications to apply for competitive NHPS dollars on behalf of the Afterschool programs. Schools and selected agencies are strongly encouraged to develop long-term partnerships that last over the course of the grant cycles.

Additionally, agencies leverage other funding and resources to support high quality programs, including private grant dollars, volunteers, and other in-kind resources. Leveraging additional resources on behalf of the Summer and Afterschool programs are an essential function of the community partners because of the reality that state and federal Summer and Afterschool grant dollars alone are often inadequate to run a high-quality program. Please complete the attached Request for Qualifications (RFQ) form and submit it via email to Keisha Redd-Hannans at Keisha.hannans@new-haven.k12.ct.us and Zoraida Berrios at zoraida.berrios@new-haven.k12.ct.us on or before 4:00 pm on Friday, April 30, 2021.

Because of the unique goals and requirements of different grants, there are no uniform provider qualifications, and each respondent will be evaluated based on how well they align with the needs of our students.

Please note: that submission does not guarantee a future partnership with the New Haven Public Schools. Future grant opportunities are contingent on quality of the application and availability of funds. Submission of the RFQ guarantees only that your submitted materials will be read and considered.

Thank you for your interest in providing services with the New Haven Public Schools. If you or your organization would like to be considered as a partner or provider during the 2021-2022 school year, please complete the attached Request for Qualifications (RFQ) form and submit it via email to Keisha Redd-Hannans at Keisha.hannans@new-haven.k12.ct.us and Zoraida Berrios at zoraida.berrios@new-haven.k12.ct.us on or before 4:00 pm on Friday, April 30, 2021.



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NHPS – IMPORTANT DATES

April 8, 2021 - NHPS Community Partners' Conference for all organizations interested in applying. Applicants are asked to review the entire RFQ document completely before attending the Conference. The link to the conference will be forwarded to the contact of the agency on file.

- Session: 2:00 pm – 4:00 pm

April 12, 2021 - Request for Qualifications (“RFQ”) released

April 30, 2021 - Request for Qualifications (“RFQ”) Deadline – at **4:00 pm**.

A completed RFQ application package must be emailed to Zoraida.Berrios@new-haven.k12.ct.us

***Applications submitted by any other means or after 4:00 p.m. On Friday, April 30, 2021 will not be accepted.**

May 3 - 7, 2021 - RFQ applications screening and scoring of Agencies RFQ submissions

June 21, 2021 - Deadline for proposed summer programming agreements to be presented to Finance and Operations Committee

Thursday, July 1, 2021 - Friday, July 30, 2021 (Tentative) – Summer programs start and end dates





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**Request for Qualifications Form
School Year 2021-2022
July 1, 2021-June 30, 2022**

Please answer the questions below. If additional space is needed, please attach additional pages as needed.

1. Organization Name:

2. Contact Information:

a. Street Address

City/Town

State

Zip Code

Phone:

Fax:

Mobile Number:

b. Director's Name

Email

Phone Number

c. Name of Person Submitting RFP:

Email

Phone Number

4. Mission of Organization:





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5. Overview of Organization's Scope of Services:

6. NHPS is seeking partners who can deliver high quality before and after school programming including weekend, school breaks, and summer programming. To become a partner, an organization must demonstrate a strong track record of serving children and families effectively. Select the NHPS program activities your program supports.

- a. Extended School Hours, Afterschool, Saturday Academy
- b. Homeless Students and Students in Foster Care
- c. Chronic absenteeism
- d. Parent Engagement
- e. Youth Development
- f. Restorative Practices
- g. Drop Out Prevention
- h. Mentoring
- i. Tutoring
- j. Program Evaluation Grant Writing
- k. Summer Programming





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7. Please check the box (es) detailing which program you propose to provide services for and describe the programming for the proposed period(s).

Summer

NHPS 2021-2022 School Year

If you checked the summer box - Please check the time(s) and day(s) your organization would be available to provide services for the 2021 summer programs:

8am – 12pm Monday Tuesday Wednesday Thursday Friday

12pm – 4pm Monday Tuesday Wednesday Thursday Friday

Please describe the programming your organization proposes during the summer:



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If you checked the box for the 2021-2022 school year - Please describe the programming your organization proposes:





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8. Service Category (check all grade levels your agency is interested in serving):

- Pre K-4
- Grades 5-8
- Grade 9-12

NOTE: Only one application needs to be completed if more than one service category is checked.

9. Are you currently an NHPS Partner? Yes No

10. Have you served as an NHPS community partner before in past years?
Yes No

If so, please identify the years and durations served.



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11. Do you currently serve in any other school districts besides NHPS? Yes No If yes, please list all school districts your organization has provided programming.

12. How many school sites does your agency have the capacity to serve please check one?

1

2-4

5-9

10+

Please briefly explain your rationale for this number of sites.





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13. Please check the activities you offer

AFTER-SCHOOL ACTIVITIES BY CATEGORY

CATEGORY	ACTIVITIES	X
Academic Support	Academic Enrichment Learning, Tutoring, Expanded Library Services, Supplementary Education Services, Homework Support, Credit Recovery, Reading & Literacy, Math, Science	<input type="checkbox"/>
Recreation/ Physical Activity	Cooperative Games, Dance, Martial Arts, Swimming, Intramural Sports, Sports Leagues	<input type="checkbox"/>
Enrichment	Arts and Cultural Activities, Health and Nutrition Education, Substance Abuse & Drug Prevention, Violence Prevention, Counseling & Character Education	<input type="checkbox"/>
College and Career	Career & Job Training, Entrepreneurial Education, Technology/Telecommunications Training, Community Service & Service Learning, Internships and Apprenticeships	<input type="checkbox"/>
Leadership Development	Peer Mentoring, Peer Tutoring, Youth-Led Community Service	<input type="checkbox"/>
Science Technology Engineering Math	Gardening, Coding, Robotics, Sewing, Forensics	<input type="checkbox"/>
Out Door Education	Community Mapping, Hiking, Camping, Kayaking	<input type="checkbox"/>



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14. a. Provide a detailed narrative for each activity or program type checked in question Use additional pages or attach narrative if needed:

b. Submit agency literature describing activities offered and/or provide agencies web site address:

15. Describe Program Goals:

16. Explain the anticipated outcomes of the program:





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17. Explain how these outcomes will be measured:

18. Describe how success will be monitored on a regular basis:





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19. a. Describe who will staff the program (Bi-lingual staff – please specify language/s), certified teachers, tutors, coaches, mentors, volunteers, parents, trained staff, etc.).
- b. Does your organization perform certified background check for your employees?

20. What is the staff/student ratio per session?

21. Describe parent engagement activities your agency can offer, if any. Use additional pages or attach narrative if needed:





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22. RFQ respondents must submit a detailed safety plan to protect staff, children, and their families from the spread of COVID-19 and a response plan in place for if/when a student, teacher, or staff member tests positive for COVID-19.

This plan should be developed in collaboration with state and local public health departments. **Please submit plan with the RFQ. If a plan is not submitted the RFQ will not be accepted.**

23. How will your agency ensure that all of your after-school staff have baseline knowledge and understanding of youth development best practices? Discuss how your agency will utilize the CT Afterschool Network, or other resources, to build the capacity of your staff to achieve NHPS standards for continuous quality improvement of youth development practices?

(Please visit the CT Afterschool Network Site @ <http://ctafterschoolnetwork.org/> to review resources and information regarding afterschool programming)



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RFQ SIGNATURE PAGE

Additional Documents: Please submit a copy of the following with your RFQ application:

- Certificate of Insurance
- Notarized Disclosure Form
- W9 Form
- Covid -19 Safety Plan

Print Name

Signature

Title

Date

Name of Organization

- Please note that submission does not guarantee a future partnership with the Office of Youth, Family and Community Engagement or the New Haven Public Schools. Future grant opportunities are contingent on availability of funds and submission of the RFQ guarantees only that your submitted materials will be read and considered.

Thank you for your interest in partnering with New Haven Public Schools-Office of Youth, Family and Community Engagement Department.





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SCORING SUMMARY

The Request for Qualifications (RFQ) application scoring system uses a 10-point scale for overall

Scoring Grid <i>(0-6 points=Below Average - 7 points =Average - 8-9 points = Good 10 points =Outstanding)</i>					
ORGANIZATIONS		NAMES OF			
1	<i>RFQ Demonstrates an understanding of student needs and a clear approach to addressing those needs</i>				
2	<i>Responses align with district policy and district priorities</i>				
3	<i>Organizational provides structure and a staffing plan that supports high quality staffing and programming</i>				
4	<i>Provides plan to evaluate and measure the progress and final outcome of programming?</i>				
5	<i>Program provides opportunity for students to engage in quality enrichment activities and improve academically.</i>				
6	<i>RFQ response includes supplemental documents requested</i>				
7	<i>The proposal includes a Family Engagement plan</i>				
8	<i>Organization has experience providing services for New Haven Public School, other school districts and/or communities.</i>				
9	<i>Organization demonstrates the ability to engage in collaborative efforts</i>				
10	<i>Organization has the ability to sustain programming</i>				
Organization Scores					
<i>Highly Recommended: 90-100 points</i> - Community organization has demonstrated a strong commitment to serve as a NHPS partnering agency and provide a high standard of services for NHPS students and families.					
<i>Recommended: 70-89 points</i> - Community organization has adequately demonstrated its capacity to serve as an NHPS partner and to fulfill the organizations responsibilities based on responses in the submitted RFQ.					
<i>Not Recommended: 0-69 points</i> - Community organization has not adequately demonstrated its capacity to serve and/or to fulfill most of the responsibilities outlined by NHPS in this RFQ. Organizations receiving this not recommended status will not be included in the list of qualified community organizations that will be shared with Principals and stakeholders. An organization receiving this not recommended status may submit another RFQ at a future date when NHPS opens up a new RFQ cycle, if the organization has made significant improvements in strengthening its capacity to serve in the NHPS community partner role.					





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program review criteria. For scoring purposes, ratings are in whole numbers only (no decimal ratings). The scale is used by the assigned reviewers to evaluate (at least) six individual criteria

1. Informative – Organization provides detailed information requested in the RFQ
2. Alignment with NHPS priorities
3. Impact of programming and evaluation plan
4. Organizations years of service, staffing plan, trainings, and credentials
5. Provides opportunities for students and families to engage in academic, enrichment, and recreational activities
6. Sustainability

Reviewers should consider the strengths and weaknesses within each criterion. For example, a major strength may outweigh minor and correctable weaknesses.

Preliminary Scoring

- Reviewers should consider the full range of the rating scale and the scoring descriptors in assigning individual final scores
- Committee members score organizations individually.

Overall Scoring

- Reviewers must provide comments for a score when the rating is poor.
- Discussed applications receive numerical impact scores from all eligible raters (e.g., without conflicts of interest)
- Reviewers are guided to use the full range of the rating scale to better discriminate among applications
- Reviewers should feel free to assign the score that they believe best represents the impact of the application.
- After the meeting, individual reviewer scores will be added and averaged to determine the final score
- The range for overall final scores is 0 – 100 points.

