



This Request for Applications will be provided in alternative formats for individuals with disabilities upon request.

---

## REQUEST FOR PROPOSALS (RFP) ADDENDUM #1

**ADDENDUM #1 DATE ADVERTISED: March 22, 2018**

**ORIGINAL DATE ADVERTISED: February 27, 2018**

RFP TITLE:	<b>Best Start for Kids: Kaleidoscope Play and Learn</b>
DUE DATE:	Thursday, April 12, 2018 – no later than 2:00 PM
CONTACT:	Chris D'Abreau – <a href="mailto:CPRES-BSK@kingcounty.gov">CPRES-BSK@kingcounty.gov</a> – (206) 263-5900

This Addendum clarifies the following:

1. Corrects a due date discrepancy
  - a. Applications are due April 12, 2018 no later than 2pm
2. Budget Revisions
  - a. Allowance for the inclusion of a portion of a supervisors time
  - b. Allowance for the inclusion of expenses like facilitator mileage, rent for facilities, etc.
  - c. Clarified that Start-up costs are only allowable for year one (2018)
  - d. Kaleidoscope Play and Learn group supplies can be included in the budget
3. Clarifying and revised language for the 3 types of funding categories
  - a. Clarified the maximum number of groups BSK will fund per agency
  - b. Revised language to clarify that the funding structure is based on a single group
4. Revised Narrative Response Attachment
  - a. Added 3 check boxes
  - b. Revised language in Question 5 for clarity

# I. APPLICATION DUE DATE

APPLICATION DUE DATE: THURSDAY 4/12/2018, NO LATER THAN 2pm

# II. Budget Details Revision

## Budget Details\*

- For the Kaleidoscope Play and Learn RFP, agencies may submit expenses for Kaleidoscope Play and Learn Facilitator and staff supervision salary and benefits. No other staff salaries can be included in this budget.
- For the Kaleidoscope Play and Learn RFP, agencies may include costs for supplies in their budget (not including New Affiliate start-up funds).
- All applicants must submit a budget with their proposal.
- The budget will not be scored.

**\*A NEW BUDGET HAS ALSO BEEN UPLOADED\***

# III. Funding Categories Revisions/Clarifications

***Best Starts for Kids will fund a maximum of 3 groups per Agency in any combination of the options below. Agencies should specify in the narrative responsive what type of funding is being requested.***

## New Agency Affiliate

NEW AGENCY AFFILIATE
<ul style="list-style-type: none"><li>• <b>\$7,500</b> for one new affiliate group hosting one group providing a minimum of 16-18 weekly group sessions for <b>the contract year 2018</b></li></ul>
<ul style="list-style-type: none"><li>• A maximum of <b>\$15,000</b> for one new affiliate group hosting one weekly group providing a minimum of 48 weekly group sessions/year <b>for the 2019 and 2020, and 2021 contract year</b></li></ul>
<ul style="list-style-type: none"><li>• New Agency Affiliates may also request a maximum of <b>\$2,000</b> in one-time start-up funds to purchase toys, books, storage totes and other items for use in their Kaleidoscope Play and Learn groups</li></ul>

## Agency Group Expansion

AGENCIES REQUESTING FUNDS TO EXPAND THEIR NUMBER OF GROUPS—NOT ELIGIBLE FOR START-UP FUNDS
<i>Year 1: July 1 to December 31, 2018</i>
<ul style="list-style-type: none"> <li>• <b>\$7,500</b> for the contract year 2018 for hosting one group providing a minimum of 16-18 weekly group sessions</li> </ul>
<i>Year 2, Year 3, and Year 4: 2019, 2020, and 2021</i>
<ul style="list-style-type: none"> <li>• A maximum of <b>\$15,000</b> for hosting one group providing a minimum of 48 weekly group sessions</li> </ul>
<ul style="list-style-type: none"> <li>• A maximum of <b>\$12,000</b> for hosting one group providing a minimum of 48 weekly group sessions</li> </ul>
<ul style="list-style-type: none"> <li>• A maximum of <b>\$12,000</b> for hosting one group providing a minimum of 48 weekly group sessions</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Agency must provide Kaleidoscope Play and Learn group data to justify demand for funding two to three additional groups.</b></li> </ul>
<ul style="list-style-type: none"> <li>• <b>Agency is not eligible for start-up funds.</b></li> </ul>

## Partial Funding or Critical Sustainability

PARTIAL FUNDING OR CRITICAL SUSTAINABILITY FOR CURRENTLY OPERATING KALEIDOSCOPE PLAY AND LEARN AFFILIATE GROUPS—NOT ELIGIBLE FOR START-UP FUNDS
<b>Partial Funding</b>
<ul style="list-style-type: none"> <li>• Current Kaleidoscope Play and Learn Affiliate groups or New Affiliates may apply for partial funding to supplement existing funding. BSK will award an amount that supplements current funding to bring individual group funding to <b>\$15,000</b> (prorated for the 2018 calendar funding year) for hosting one group providing a minimum of 16-18 weekly group sessions. <b>Agencies must list:</b> <ul style="list-style-type: none"> <li>❖ <b>All current funding sources—name, amount funded, and time period of funding in the narrative response section</b></li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>• <b>Agency is not eligible for start-up funds.</b></li> </ul>
<b>CRITICAL SUSTAINABILITY</b>
<ul style="list-style-type: none"> <li>• Current Kaleidoscope Play and Learn affiliate groups that are losing all funding by June 30, 2018 may apply for <b>\$7,500</b> in critical sustainability funds for hosting one group providing a minimum of 16-18 weekly group sessions for the 2018 funding period.</li> <li>• Renewable for up to two years at a maximum of <b>\$15,000/year</b></li> </ul>
<ul style="list-style-type: none"> <li>• <b>Agencies must provide names of current funders with the amount to be discontinued in the narrative response section</b></li> </ul>
<ul style="list-style-type: none"> <li>• <b>Agency is not eligible for start-up funds.</b></li> </ul>

# IV. Narrative Response Revisions/Clarifications

## ATTACHMENT 3: NARRATIVE RESPONSE

**Narrative.** Please address all of the questions below in no more than four (4) pages. Proposals should be formatted with 12-point font, single-spaced, and one-inch margins.

INDICATE FUNDING REQUEST FROM 3 FUNDING CATEGORIES that apply to your organization:

- New Affiliate**   
**Agency Group Expansion**   
**Partial Funding or Critical Sustainability**

1. Please provide an overview of your organization including:
  - a. History and mission
  - b. Communities served
  - c. Programs and services you provide
  
2. How would (or how does) Kaleidoscope Play and Learn benefit the community or communities you serve? Why do you feel your organization is well-equipped to offer Kaleidoscope Play & Learn groups?
  
3. Describe how you would implement the model if awarded funds:
  - a. How would you recruit families to participate and support their continued involvement in the group?
  - b. What skills would you look for in a group facilitator and how would you recruit the facilitator to fill that role?
  
4. Discuss how your work providing a Kaleidoscope Play and Learn group will contribute to achieving BSK's Invest Early results and the secondary indicators listed in the RFP.
  
5. Agencies applying for Partial Funding or Critical Sustainability funds:
  - a. Please list the current funding sources and the funding amounts they are providing for the group or groups.
  - b. Please describe why current funding is being discontinued and if it is likely that it will become available in the next 3 years.