

Request for Statement of Qualifications for
Expanded Learning Programs

#24-0731

Deadline for Response: 5:00pm , July 26, 2024

Contact: Tina Alvarez -Bevens, Contract Analyst

Sacramento City Unified School District

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Webpage: [www.scusd.edu/request -proposals- and-qualifications -0](http://www.scusd.edu/request_proposals_and_qualifications)

I. INTRODUCTION

- Demonstrate ability to participate in required evaluation and outcome measures.
- Collaborate with SCUSD to develop and implement a sustainability plan in order to create a robust and comprehensive program.

Background

The Sacramento City Unified School District is the 13th largest school district in California, serving over 40,000,078 students. Neighborhoods served range from leafy affluent areas around the Capitol to federal housing projects.

II. INSTRUCTIONS

Interested agencies are invited to submit a signed statement of qualifications. The statement of qualifications shall be emailed to Tina Alvarez Bevens, SCUSD Contract Analyst at Tina-Alvarez-Bevens@scusd.edu by 5 p.m. on Friday, July 26, 2024.

The subject line of the email should include "Statement of Qualifications - Expanded Learning Programs #24-0731". It is the Proposer's sole responsibility to ensure that their statement of qualifications is received prior to the scheduled closing time. No corrected or resubmitted statements of qualifications will be accepted after the deadline. The cover page of the statement should be signed.

This Request for Statement of Qualification is identified by Q3ao7f(C97r)-0 official ID (n)51.1 (ua Td h EMC8f)-5.29 (t)cvi6d@1

PLEASE NOTE: Agencies on the current qualified provider list do not need to submit a new Statement of Qualifications. Please review Appendix D for a list of current qualified providers.

Do not contact or solicit schools regarding this RFQ. All questions must come through the Contracts Office.

III. ELIGIBLE AGENCIES

Agencies must be community-based organizations (CBOs) or other public or private entities and must have experience in serving students who attend scho33tAm6e3(c)-6.4 87.8 C BT /P <</MCID 7 /P

V. ADDITIONAL REQUIREMENTS

Programs that provide assistance to students who may be truant or highly at-risk to allow the students to improve their academic achievement
Prevention programs (risk reduction and health promotion), counseling programs and character education programs
Effective partnerships with community-based organizations, juvenile justice agencies, law enforcement, and youth groups
Evaluation of program progress and effectiveness

VII. CONTENTS FOR STATEMENT OF QUALIFICATIONS

In order for Statement of Qualifications to be considered, said Statement of Qualifications must be clear, concise, complete, well organized and demonstrate both respondents' qualifications, and its ability to follow instructions. The quality of answers, not length of responses or visual exhibits is important in the Statement of Qualifications .

The Statement of Qualifications shall be organized in the format listed below. Agencies are requested to answer the questions in the order and format presented in the RFQ both to assure that all agencies present their material in a consistent manner and to promote ease of Statement of Qualifications review. Statement of Qualifications that do not adhere to the following format will be disqualified.

Respondents shall read each item carefully and answer each of the following items accurately to ensure compliance with District requirements:

- A. Signed Grant Cover Page (Appendix A)
- B. Table of Contents
- C. Statement of Qualifications Narrative: (10 pages maximum)

Structure the narrative by addressing the following:

1. Need for Program: 10 points (1 page)

Describe how the proposed program's unique features will address the needs of SCUSD students and their families and how the programs are expected to improve student learning, including learning in core academic areas such as reading/language arts, mathematics or science.

2. Program Design: 30 points Total (2-3 pages)

Program Description (15 points)

- a. Please describe how the program will be mission aligned with SCUSD Expanded Learning priorities.
- b. Describe the range and type of programs that will be offered.
- c. Describe how your program proposes to attract youth and their families. Also explain how you will maintain student enrollment throughout the school year

4. Project Evaluation : 20 points (1 page). Refer to Program Goals in Appendix C.

- a. Describe your evaluation plan
- b.

The agency may not substitute additional attachments or information beyond those specified in the RFQ for the purpose of extending their narrative response. Any material exceeding the narrative limit will not be considered in rating the Statement of Qualifications. Agencies shall not include brochures or other promotional material with their Statement of Qualifications . Do not include test scores or hard copies of surveys. A brief summary of this type of information and/or data can be included in the appropriate narrative section of the RFQ. Narrative which is beyond the ten-page limit will not be read/scored.

VIII. SELECTION CRITERIA

A Selection Advisory Committee comprised of individuals who have extensive experience in such areas as Expanded Learning programs, reading/language arts, mathematics, community and school partnerships or school improvement will evaluate and select those agencies deemed to be the most highly qualified to perform the required services. The evaluation of Statement of Qualifications and the basis of award will be based on the review and analysis of numerous factors, which will include, but not be limited to, the following:

1. Program Design
2. Organizational Focus

GRANT COVER PAGE

Deadline for Submittal: July 26, 2024

EXPANDED LEARNING PROGRAMS

PLEASE CIRCLE WHICH SEGMENT(S) YOUR PROGRAM IS FOR:

ELEMENTARY SCHOOL(S)

MIDDLE SCHOOL(S)

HIGH SCHOOL(S)

Organization: _____

Grant Contact Person: _____

Address: _____ City, State & Zip: _____

Telephone: _____ Email Address: _____

The undersigned authorized chief administrative official submits this Statement of Qualifications on behalf of the applicant agency, attests to the appropriateness and accuracy of the information contained therein, and certifies that this Statement of Qualifications will comply with all relevant requirements of the applicable laws and regulations.

In In

Appendix B

Assurances to Meet Requirements of SCUSD Expanded Learning Programs

Program Operations	
	The program will maintain a student-to-staff member ratio of no more than 20:1.
	The program will begin operation immediately upon the end of the regular school day. (Note: A regular school day is any day that students attend and instruction takes place.)
	The program will operate for a minimum of 15 hours per week.
	The program will operate until at least 6:00 p.m., on every regular school day.
	The program will establish a reasonable early release policy for students attending the after school component.
	Elementary students should participate in the expanded learning program each day program operates.
	A flexible attendance schedule for middle/junior high school and high school students may be implemented in order to develop an age-appropriate program. Priority for enrollment will be given to students who attend daily.

	The program will collaborate and integrate with the regular school day program and other expanded learning opportunities.
	The program will provide a snack that conforms to the nutrition standards in the California <i>Education Code</i> , Part 27, Chapter 9, Article 2.5, commencing with Section 49430.
	The program will provide opportunities for physical activity.
Program Plan	
	Partners to this proposal, as well as school staff, have demonstrated commitment to supporting the program and sharing responsibility for the planning and quality of the program at the designated site(s).

The agency will comply and work collaboratively with SCUSD to uphold certified assurances.

Authorized Signature: _____ Date: _____

Appendix C

PROGRAM GOALS

Listed below are the five (5) required program goals that MUST be reported on throughout the project. You may add others if you choose. Once added they must be reported on for the duration of the project.

Data sources are what you will use (tests, grades, etc.) that are statistical and measurable to show outcomes/change. Use only data sources for which you will have results that can be compared within grant reporting timeframe.

Program Goals:

1. To improve the academic performance in reading /language arts and math of students who are low performing/ failing or at high risk of failure.
2. To improve the health and wellness of youth who participate in the Expanded Learning Program.

This might include but not be limited to: nutrition, physical fitness, social -emotional development/asset building, bullying and harassment prevention, safety issues (fire, bike, water, home alone, dating, car, etc.), and/or substance abuse prevention, etc.

3. To enhance a student's enrichment opportunities by providing a broad array of age-appropriate, student-driven, high interest learning opportunities.
This might include but not be limited to: visual and performing arts (art, music, dance, theatre, performances, and exhibits), cultural/multi-cultural activities, financial literacy or career planning and college exploration, and service learning, etc.
4. To provide information, educational resources, and activities to families, that will enhance youth and adult learning.

Sustainability Goal:

5. To create and maintain relationships with the school day staff. There is a clear plan for strengthening the school day and Expanded Learning Program alignment.

Appendix D

SCUSD Qualified Providers List

The following agencies and/or providers have successfully demonstrated the qualifications, capacity and collaboration required for contractual partnership with SCUSD Expanded Learning Programming and are currently contracted provider/partners within SCUSD:

Boys and Girls Club of Greater Sacramento

Center for Fathers and Families

Champions

City of Sacramento, Teen Services

Coast 2 Coast Coaching

- Rose Family Creative Empowerment Center

New Hope Community Development Corporation

Roberts Family Development Center

Sacramento Chinese Community Service Center

Empowering Possibilities Unlimited, Inc.

Leaders of Tomorrow

YMCA of Sacramento