March 7, 2016

Present: Susan Gray (4Cs), Deb Eckhoff (4Cs), Christi Regan (HACAP), Shannon Dostal (CCR&R), Ally Hanten (UAY), Diane Dingbaum (NCJC), Monica Goodvin (Children's Center), Jessica Roman (GWAEA), Brian Loring (NCJC)

Participating by phone: Peg DeLoe (CCR&R)

Staff: Laurie Nash

Objectives, Funding Categories, and Anticipated Fund Amounts
Reviewed the funding categories and state requirements for funds (refer to Appendices).
ECI funding has been stable since 2008 and additional funds are not expected. The board
   understands the challenges to provide the same level of service without an increase
   in funds.
There is proposed legislation to combine all funding categories in School Ready Funds.
   Because it is just a proposal, the board will move forward and plan utilizing the
   current requirements. If the legislation passes, the board will have a discussion.
   Even if the legislation passes, it is not expected to make much of an impact regarding
   our FY17 funds.
Based on FY16 funds, anticipated program funding for FY17 is $880,148. Within that,
   the categories are as follows: Preschool = $166,285; Parent Education & Family
   Support = $378,720; Quality Improvement = $58,968; School Ready Other =
   $40,891, and Early Childhood = $235,283. Traditionally, the board has utilized the
   Quality Improvement funds for community-wide quality improvement, system-
   building, and service coordination through board staff. It is important to note that
   the most flexible funding source, School Ready Other, has decreased by 80% since
   2008.

Timeline
Found on page 4 of the RFP.

Result Areas, Priorities, and Local Indicators
Refer to the chart on pages 6-7 of RFP.
Reviewers will look for goodness-of-fit with the Community Plan, Result Areas,
   Priorities, and Indicators.
Priorities include accessibility of all programs to the target audience. Refer to Strategies
   in Community Plan.
Local Indicators: programs are not expected to report or directly impact local indicators
   but those are the measures that the ECI Area board uses to determine collective
   impact. The board reviews not only overall rates (e.g., low birth weight) but also
   disparities among specific populations (e.g., Latino babies).

How to apply for multiple programs
A description of how to organize the application when applying for multiple programs is
found on page 9, paragraph 3.
Applicants should group programs according to funding categories.
Applicants may prioritize the programs for which they are applying, but it is not required
and may or may not be utilized by the board.

Performance Measures
Discussion about how ECI defined Service Types and how to then use that to identify
required Performance Measures. If Performance Measures don't seem appropriate
for your program, contact Laurie for further discussion.

Budget
Generally, administrative costs of 8% of the program cost is considered appropriate. If
an agency requests more than 8%, they should provide an explanation for the need.
Due to a history of flat funding for ECI, the board recommends that programs explore
additional funding sources. Programs that have secured 5% of the total budget in
other funds receive priority.

Scoring Criteria
Discussion about scoring criteria. If pressed for time, suggest spending more time on the
items that are worth more points.

Proposal Format
Pay particular attention to page 10 and the requirements for formatting the application.
Proposals must be in 12 point Arial or Times New Roman font (NO sans, narrow,
rounded, etc.) with 1" margins and must include page numbers.
Proposals should be single spaced.

Baseline Data
On page 12 in the Summary Table and near the bottom of page 13 the application
references baseline data. For programs that have been in existence for several years,
traditional baseline data may not be accessible. Additional forms of baseline data
may include county-wide data, data regarding disparities, or research-based data (the
more local, the better).

Question & Answer

**Q1. If we want to make changes or additions to the services we provide, do those
changes have to be included in the 2-page limit for program description?**

A1. Yes, any changes will need to be included in the 2 pages. If necessary, you can have attachments such as job descriptions, etc.