



USI | URBAN STRATEGIES, INC.

REQUEST FOR PROPOSALS

**Preservation Square and Near Northside
Choice Neighborhood Communities
720 Olive Street, Suite 2600
St. Louis, Missouri 63101**

Application due September 25, 2020 by 12 noon

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Request for Proposal Background and Overview

Background:

On December 12, 2016, the City of St. Louis was awarded a \$29.5 million Choice Neighborhoods Implementation Grant (“CNI Grant”) from the U.S. Department of Housing and Urban Development. The CNI Grant targets the revitalization of the Preservation Square housing development and the surrounding Near North Side neighborhood of St. Louis.

The CNI Grant funds the implementation of specific plans and the achievement of specific outcomes under each of the three components of the CNI Grant Application- Housing, People, and Neighborhood- that was submitted to HUD on June 28, 2016. The CNI Grant requires that USI provide and/or coordinate a variety of supportive services to families living in PS and the surrounding NNS-CN Site, as described in the People Strategy portion of the CNI application, and the NNS-CN Site Transformation Plan.

Invitation:

On behalf of the city of St. Louis, Urban Strategies Inc. (USI) invites community-based organizations, educational institutions and agencies to apply for a competitive grant opportunity to enhance educational outcomes of students that live in Preservation Square and/or on the Near Northside. USI is seeking to collaborate with organization(s) serving youth in K-12 to ensure (1) children enter kindergarten ready to learn; (2) children are proficient in core academic studies; (3) youth, including those with disabilities, graduate from high school, college and career ready.

Amount of Grants:

- Up to \$35,000 per contract year depending on the number of children and youth to be served, services provided, hours of services, depth of services and outcomes achieved.

Goals:

Grants must be used to support youth that live in Preservation Square and Near Northside Choice Neighborhood communities in one or more of the following areas: (1) children enter kindergarten ready to learn, specifically demonstrate age-appropriate functioning across multiple domains of early learning as determined using developmentally appropriate measures; (2) children are proficient in core academic studies, specifically target students will be performing at or above grade level according to state math and English language arts assessments; (3) youth graduate from high school, college and career ready.

Purpose:

All grant funds must be used for direct service activities. No more than 5% of this grant can be used for administrative expenses. This competitive grant program is initially for a one-year period but includes the possibility of an extension based on performance and other factors. It is intended to benefit children and youth that live in Preservation Square and/or the Near Northside.

Organizations that provide services to students that attend Jefferson Elementary School, the neighborhood school for the Choice Neighborhood Initiative, will receive additional points in the scoring process. Particularly, organizations that can successfully support student attendance (virtually or in person), behavior (discipline support) and course work (increase in reading/math success) will receive priority.

Applicant Eligibility requirements:

- I. Must be classified by the U.S. Internal Revenue Service (IRS) under Section 501(c)(3) of the IRS code as a nonprofit, tax-exempt organization, donations to which are deductible as charitable contributions under Section 170(c)(2) and the I.R.S. determination must be current;
- II. Must have a minimum two-year operating history after receiving its 501(c)(3) classification;
- III. Must have at least one full-time paid employee (paid minimum wage or more, working at least 35 hours per week, classified as a W-2 employee) for the 12 months prior to applying (*please note that contractors or consultants do not count toward this requirement*);
- IV. Must have annual operating expenses of \$100,000 or greater as reflected in the most recently filed IRS Form 990 (click here for more information on Form 990: <https://www.irs.gov/Charities-&-Non-Profits/Form-990-Resources-and-Tools-for-ExemptOrganizations>);
- V. Must have audited or reviewed financial statements that follow Generally Accepted Accounting Principles (GAAP) or Government Auditing Standards (GAS) for the past two completed fiscal years as required by budget size.

Nonprofit organizations with annual budgets over \$250,000 must have audited financial statements; nonprofit organizations with annual budgets between \$100,000 and \$249,999 must have reviewed financial statements;

August 21, 2020	RFP Issued to Public
September 16, 2020	RFP Webinar
September 18, 2020	RFP FAQ Session
September 25, 2020	RFP Deadline to Submit Proposals
October 5 - 9, 2020	RFP Applicant Interviews, as necessary
October 14, 2020	RFP Grant(s) Awarded

Section I. Project Summary

On behalf of the city of St. Louis, Urban Strategies Inc. (USI) invites community-based organizations, educational institutions and agencies to apply for a new competitive grant opportunity to enhance educational outcomes of students from Preservation Square and/or Near Northside Choice Neighborhood community. Preference will be given organizations that serve students attending Jefferson Elementary School. The pandemic has made clear that the provision of educational services to children will be different. It has also made clear that many schools lack current contact-information for students and families, particularly those that are minorities, are low-income and live in areas with concentrations of poverty.

Contact: Starting with the 2020-21 school year, it will be imperative to maintain current contact information for children and families to help ensure strong communication. Successful applicants to this RFP must be able to demonstrate that they current contact information for children and families and have strong strategies to remove barriers to attendance.

Connectivity: Regardless of the choice for education (hybrid, in-person, remote), all children and families need internet access, proper equipment and training on utilizing online learning platforms to participate in remote learning (distance, virtual, etc.). Successful applicants will have a plan for determining which students have access and equipment and a partnership plan for how to access the resources to address gaps.

Relationships: Research and experience show that strong reciprocal relationships with caring adults and educators are key to strengthening social-emotional development and to keeping students and families involved in school and learning. Successful applicants will demonstrate their plans to implement social-emotional checkpoints and provide opportunities for regular interactions between the student, parent (guardian) and educator.

Attendance: It is important to track whether students regularly and consistently participate in in-person, on-line classes or access other remote learning. Monitoring attendance and participation is important to understanding the amount of instructional time for students. Success applicants will have a plan for monitoring when students miss 10% or more instructional time – in person, hybrid and/or remote. Showing up for school matters. When students show up to learn – “Cheeks in the seat”- they are more likely to be able to stay on-track, stay engaged and meet major educational milestones.

A. Purpose and Overview

The grants are intended to fund quality in-person and/or virtual before school, during school, after school and educational supportive service programs staffed by knowledgeable and dedicated individuals that are focused on improving results in the following areas. The goal of all awarded grants is to ensure 1) children enter kindergarten ready to learn, specifically demonstrate age-appropriate functioning across multiple domains of early learning as determined using developmentally appropriate measures; (2) children are proficient in core academic studies, specifically target

students will be performing at or above grade level according to state math and English language arts assessments; (3) youth, including those with disabilities, graduate from high school, college and career ready.

B. Programming

These grants are to support the work of organizations that provide in-school and out-of-school time programming. For the purposes of these grants, programs include expanded learning programs, afterschool programs (programs that operate on a regular and consistent basis before and after the regular school day ends during the school year), holiday and summer learning programs.

C. Awards

Grants are competitive for up to 35,000 per year. One grantee may be selected to cover all goal areas and/or multiple organizations may be selected as partners.

D. Use of funds

Funds cannot be subcontracted out to another party. Direct services include:

- Enrolling and ensuring that target resident students are active participants in a current program
- Creating a new program that fits target resident students' needs as identified in Section A

- Enhancing programming capacity to accommodate the participation of target resident students
- Enhancing programming capacity to accommodate virtual learning opportunities from target resident students.
- Creating virtual and/or in-person learning opportunities for target resident students

Include ideas on how transportation will be addressed, if appropriate.

E. Reporting requirements

Grantees who are awarded a competitive grant are required to submit a progress report according to the proposed timeline. The report should include a list of activities, achieved objectives, challenges in fulfilling grant deliverables, and a financial report documenting the allocation and expenditure of the grant funds and any interest earned thereon.

Progress Reports Due	Covering Period
January 2021	Semi Annual (Sept—Dec)
August 2021	Final Report (Jan—Aug)

Section II. Grant Application and Scores

Grant applications should include clearly-stated goals and project outcomes which align with the outlined goals and objectives in Section 1A. Applications must describe in a meaningful way how the applicant supports youth entering kindergarten ready to learn, assists youth to perform at or above grade level in core academic studies, and/or prepares youth to graduate on time from high school, college and career ready. The project descriptions and funding requests should reflect the specific time span of the grant in which services will be provided. Refer to Section 1 Project Summary for more information.

Please send grant applications via PDF format to Denesha Ogunsegha, Education Specialist at Denesha.ogunsegha@urbanstrategiesinc.org. Hard copies ARE NOT accepted.

A. Organizational information and eligibility checklist (5 points maximum)

A1. Please provide the following contact information for the applicant:

- Organization
 - Organization name:
 - Program name (if different from organization):
 - Organization address:
 - Organization website:
- Point of Contact
 - First and last name:
 - Title:
 - Address:
 - Email address:

- Phone number:
- Executive Director/CEO
 - First and last name:
 - Email address:

○ Phone number:

- ✓ Agency has 501 (c) (3) status for two years or more
- ✓ Agency has one full time employee for 12 months prior to this proposal
- ✓ Agency has an annual operating budget of \$100,000 or greater
- ✓ Agency has audited or reviewed financial statements
- ✓ Agency has completed a recent 990 form

A2. Please provide the following information from the organization's most recent approved budget, which should also be attached to your application as an appendix:

- What are the organization's total annual revenues?
- What are the organization's total annual expenses?
- What are the program's total annual revenues?
- What are the program's total annual expenses?

A3. Please provide a brief description (500-600 words or less) of the organization's history and mission.

B. Program approach (25 points maximum)

B1. Identify if the proposal is:

- Enrolling and ensuring that target resident students are active participants in a current program
- Creating a new program that fits target resident students' needs as identified in Section A
- Enhancing programming capacity to accommodate the participation of target resident students

Please provide a brief description (maximum: 600 words) of the current or proposed program's mission and goals. If applicable, describe the history of the programming, target age population served and if Preservation Square or Near Northside target resident students have ever participated in the past.

B3. Describe (maximum: 600 words) the ways in which the program will support participating students. Include requested information from Section 1 Program Summary and speak to why this program or approach is considered quality

B4. Briefly describe (maximum: 600 words) a typical day for a participating student in the program.

B5. If a current program, please provide numerical responses to the following questions about the youth served and the proposed program's operation. If this is a new program, answer the questions based on your goals.

- *What is the program's annual enrollment (total number served per year)?*
- *What is the proposed average number of students who will attend the program on a typical day?*

The number of weeks, days and hours open during the year

C. Community and student need (20 points maximum)

Briefly describe (maximum: 600 words) the community presently served by the program and the role that the program plays in meeting community needs. Include any relevant data on the community needs such as:

- Race/Ethnicity
- Free or Reduced Lunch Program Recipients
- Geographical lack of supportive academic services
- Students performing below grade level
- Chronic Absenteeism/Truancy

D. Project Description and Expected Outcomes (20 points maximum)

Provide a clear description (maximum: 600 words) of the proposed program's goals, activities, expected outcomes and measures of success for this grant.

In your description, please consider the following:

- *What are the program's goals for the end of the grant year and how does this align with goals described in this invitation?*
- *What evidence-based curriculum will be offered to students?*

E. Measures of Success and Program Evaluation (15 points maximum)

Briefly describe (maximum: 600 words) how the program is currently evaluating outcomes, including tracking student success. Of the measures shown below, which ones apply to your program? Provide baseline data. The following metrics are required: #/% of students with current contact information; with connectivity to the internet and their own computer; with established relationship between student, parent and educator, and with 2 or less absences per month.

<p>How much?</p> <ul style="list-style-type: none"> • # and % of target children 4-5 enrolled in PreK and family support programs • # and % of target children receiving home visits from high quality health programs • # and % of target children screened for developmental delays • # of target youth with reduced chronic absenteeism • # of youth referred to positive youth development activities • # of target youth that are suspended • # of youth that are not on grade level in reading and math that are referred to academic supports • # of target families referred to services 	<p>How well?</p> <ul style="list-style-type: none"> • # and % of target youth participating in positive youth development programs • # and % of target youth participating in high quality positive youth development with an academic focus • # and % of parents who report being engaged in their child's school life • # and % of children with a developmental delay that have a plan for support • # and % of target families participating in two generation literacy programs • # and % of outreach attempts made for target families
<p>Difference Made?</p> <ul style="list-style-type: none"> • MOU executed with Urban Strategies Inc • Leverage tracking for efforts with target youth • # and % of target parents engaged/trained in advocacy activities to change systems • # and % target youth engaged/trained in advocacy activities to change systems • Changes made to programming due to COVID-19 	<p>Better off?</p> <ul style="list-style-type: none"> • # and % of target children enter kindergarten ready to learn • # and % of target children proficient in reading (3rd -5th grade) • # and % of target children proficient in math (3rd – 5th grade)

F. Program Administration and Capacity (10 points maximum)

Provide a detailed explanation (maximum: 600 words) regarding the program's capacity to manage and administer this grant.

H. Budget and Narrative (5 points maximum)

Include program budget by line items for the grant funds requested and a narrative description for each line item. Please provide the report in an Excel format using the following line items at a minimum: Personnel (Salaries and Wages, Fringe Benefits), Operating Costs (Supplies, Printing and Copying Telephone and Fax, Postage, Travel, Other), Indirect Costs (Rent and Utilities, Project Expenses), other costs: Equipment, Consultants, Professional Fees, and Evaluation).