# DCF Application Form

**Use of form:** Use of this form is mandatory. If the requested information is not provided, the department will be unable to process your application. Personal information you provide may be used for secondary purposes [Privacy Law, §.15.04(1)(m), Wisconsin Statutes].

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| |  |  |  | | --- | --- | --- | | Application #  437002-G20-00001587 | Title  Diversify Workforce in the Early Care and Education Field | | | **Request for Applications:**  The Wisconsin Department of Children and Families (DCF) Division of Early Care and Education (DECE) was awarded a Preschool Development Birth to Five Grant (PDG B-5) to expand Early Care and Education (ECE) initiatives throughout the state. The grant focuses  on addressing pervasive challenges around equity, access, quality, and affordability in early care and education. Under this grant, Wisconsin will have an opportunity to build a strong ECE system that engages partners at the state, regional, and local level to improve  the well-being, healthy development, and kindergarten readiness among all children ages birth to five. DCF will develop a contract that focuses on strengthening the ECE workforce by extending educational and workforce supports to young adult males, influencing  interest in the education of Wisconsin’s youngest learners. This application process will result in an awarded contract.  The Early Care and Education workforce is facing a national struggle to recruit and retain ECE professionals, maintaining affordability for all families, improving quality standards, and accessing to quality early care and education settings. Wisconsin has a vested interest in expanding interest and retention in ECE. It is imperative that young men of color access and remain visible in the ECE workforce to help positively influence young minds alike, encourage excellence in and commitment to education, and promoting more successful  outcomes for young learners across Wisconsin.  We are seeking applicants to respond to this application with a work plan that provides career preparation opportunities for young  adult males of color, ages 18-24, to become early care and education teachers, providing access to secondary education and life-long learning, establishing their commitment to Wisconsin’s youngest learners preparing them for kindergarten, and to promote long-term interest in education. | | | | **Contract Term:**  The anticipated contract start date is April 15th, 2020. Contract will conclude on December 31st, 2020. Three optional (1) year contract renewals may be exercised, subject to funding availability. Award of initial contract term does not guarantee renewals. | | | | **Budget:**  $350,000 to be expended by December 31st, 2020 | | | | **Program Objectives:**   1. Provide intentional preparation, recruitment, and on-going support through a residency-style training program specifically for young adult males of color. Intentional Preparation includes but is not limited to funding residency-style partnerships in early care and education settings, training in early literacy and social emotional development, on-going mentorships, tutoring, exam stipends, and job placement services. 2. Provides on-going coaching for every participant in areas to support their growth as ECE teacher. 3. Provide part-time work in an ECE setting preparing Wisconsin’s youngest learners for kindergarten. 4. Participants must receive a living wage and be provided a monthly subsidy supporting communication and transportation   needs throughout the duration of the contract.   1. Participants must receive a monetary scholarship for future educational expenses to support retention and continued interest   in pursuing higher education goals in education.   1. In order to properly serve the target population, applicant must be able to manage the project locally. | | | | **Application Requirements:**  In your application, please submit the following:   1. No more than 5-page narrative about your organization and history of work related to increasing diversity amongst ECE professionals. If your organization does not have experience in the ECE profession specifically, please indicate your work   related to increasing diversity in other professional areas and how you would transfer that knowledge to increasing diversity in ECE specifically. For prior work, please be specific about dates, locations, and the results of programmatic implementation.  You may attach additional pages with tables or charts if applicable.   1. No more than 5-page work plan that shows how you will design and implement a program to increase young males of color,   ages 18-24, in the early care and education field to become teachers in local child care programs. Be specific about how, when,  and where outreach will occur, what types of activities participants in this program be involved in. Be specific about workplan activities on a projected timeline within the contract term. Indicate how many men of color, ages 18-24, will be engaged from approximately April 15th, 2020 through December 31st, 2020 and within budget. Indicate how the workplan includes local  project management; if local project management doesn’t already exist, indicate how you will ensure local project  management. Please show how all 6 objectives will be achieved.   1. No more than 2 pages outlining key staff who would work on this project if awarded the contract including what role   they would play in this project. Indicate any new roles that would be recruited specifically for this program. You may submit additional pages for applicable organizational charts or job announcements/descriptions of work for new roles created for  this project.   1. No more than 2 pages outlining a program monitoring, evaluation, and reporting plan. Detail how you will monitor and   evaluate the program success and reports on program specifics such as numbers of men of color, ages 18-24, served.   1. No more than 2 pages outlining how you could expand on this initiative if given the opportunity to extend the contract beyond the initial contract term. If not given the opportunity to expand beyond the initial contract term, explain how you would   ensure the sustainability of progress made during this contract by levering existing partnerships or your organization’s existing structure.   1. Complete a cost proposal for the workplan you are proposing within the initial contract term and funding for this project. Use   the attached cost proposal template (Exhibit 1). With your cost proposal include a budget narrative that provides detail supporting your costs.  All 6 sections must be answered in your application to be evaluated and considered for the contract.  **Direct all questions about the application to Tiffany Wilson,** [**Tiffany.Wilson@wisconsin.gov**](mailto:Tiffany.Wilson@wisconsin.gov)**.**  **Submit completed applications to** [**DCFProcurement@wisconsin.gov**](mailto:DCFProcurement@wisconsin.gov) **on or before the due date and time.** | | | | **Evaluation:**  Applications will be evaluated through a point scale given to the 6 individual application sections based on the program requirements (objectives) listed. Applications will be evaluated and graded by a team of evaluators. The applicant with the highest overall score from the compiled sections will be awarded the contract. Applicants who do not meet the eligible applicant requirements will be automatically disqualified. | | | | Issue Date  March 10, 2020 | | Due Date  **April 22, 2020 by 2:00 pm (revised 3/20/20)** | | | |
| DCF Contact Name  Sue Handrich-Herr | DCF Contact Phone  608-422-6381 | **DCF Contact Email for submission**  dcfprocurement@wisconsin.gov |
| Grantees will be expected to sign a contract. Most will be signing the DCF Standard Contract. For situations where the Standard Contract is not required, the DOA Standard Terms and Conditions will apply. Both can be found on our DCF Grant Opportunities Page. <https://dcf.wisconsin.gov/doingbusinesswith/applications> | | |

## APPLICANT INFORMATION

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| Legal Applicant/Organization Name | | | Telephone Number |
| Applicant Contact Name | | | DUNS Number |
| Applicant/Organization Mailing Address (Street, City, State, Zip Code) | | | |
| Applicant Contact Email Address | | | |
| **We certify that everything in the application is true to the best of our knowledge and we will adhere to the requirements of the application and the resulting contract.** | | | |
| Name of Authorized Company Representative: | Title of Company Representative: | Phone of Company Representative: | |
| Signature of Company Representative: | Date Signed | Email of Company Representative: | |