

State of Maine
Master Score Sheet

RFA# 202211187					
First 4 ME Early Care and Education Program Pilot Sites Grant Funding Opportunity					
Applicant Name:		Aroostook County Action Program	Lewiston Auburn Metropolitan Chamber of Commerce Foundation	United Way, Inc. d/b/a United Way of Southern Maine (fiscal sponsor of Portland ConnectED / Starting Strong)	York County Community Action Corporation
Scoring Sections	Points Available				
Section I: Eligibility Requirements	Pass/Fail	Pass	Pass	Pass	Pass
Section II: Priority Population	10.00	5.00	8.00	1.00	4.00
Section III: Community Coalition Engagement	10.00	10.00	10.00	8.00	6.00
Section IV: Participant Enrollment Provision	10.00	7.00	0.00	10.00	10.00
Section V. Community Assessment	10.00	9.00	6.00	7.00	7.00
Section VI. Community Action Plan	30.00	25.00	10.00	22.00	24.00
Section VII. Proposal Budget	30.00	30.00	5.00	15.00	30.00
TOTAL	100.00	86.00	39.00	63.00	81.00

Janet T. Mills
Governor

Jeanne M. Lambrew, Ph.D.
Commissioner



Maine Department of Health and Human Services
Division of Contract Management
11 State House Station
109 Capitol Street
Augusta, Maine 04333-0011
Tel.: (207) 287-3707; Fax: (207) 287-5031
TTY: Dial 711 (Maine Relay)

May-19-2023

Via Electronic Mail: Slocke@acap-me.org

Aroostook County Action Program
Sherry Locke
771 Main Street
Presque Isle, ME 04769

SUBJECT: Notice of Conditional Contract Award under RFA #202211187 First 4 ME Early Care and Education Program Pilot Sites Grant Funding Opportunity

Dear Ms. Locke,

This letter is in regard to the subject Request for Application (RFA), issued by the State of Maine Department of Health and Human Services, Office of Child and Family Services. The Department has evaluated the applications received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract award to:

- Aroostook County Action Program
- United Way, Inc. d/b/a United Way of Southern Maine (fiscal sponsor of Portland ConnectED/ Starting Strong)
- York County Community Action Corporation

The Department will be contacting each Applicant soon to negotiate a contract. As provided in the RFA, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and awarded Applicant. The awarded Applicant shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

As stated in the RFA, following announcement of this award decision, all submissions in response to the RFA are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA) ([1 M.R.S. § 401](#) et seq.).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract.

Any person aggrieved by the award decision that results from the RFA may appeal the decision to the Director of the Bureau of General Services in the manner prescribed in [5 M.R.S.A. § 1825-E](#) and [18-554 Code of Maine Rules Chapter 120](#). The appeal must be in writing and filed with the Director of the Bureau of General Services, 9 State House Station, Augusta, Maine, 04333-0009 within 15 calendar days of receipt of notification of conditional contract award.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

DocuSigned by:

39C9AA7C886B48B...

John Feeney
Chief Operating Officer
Office of Child and Family Services

Janet T. Mills
Governor

Jeanne M. Lambrew, Ph.D.
Commissioner



Maine Department of Health and Human Services
Division of Contract Management
11 State House Station
109 Capitol Street
Augusta, Maine 04333-0011
Tel.: (207) 287-3707; Fax: (207) 287-5031
TTY: Dial 711 (Maine Relay)

May-19-2023

Via Electronic Mail: brian@lametrochamber.com

Lewiston Auburn Metropolitan Chamber of Commerce Foundation
Brian Pickard, Director of Community Workforce Partnerships
415 Lisbon Street, Suite 100
Lewiston, ME 04240

SUBJECT: Notice of Conditional Contract Award under RFA #202211187 First 4 ME
Early Care and Education Program Pilot Sites Grant Funding Opportunity

Dear Mr. Pickard,

This letter is in regard to the subject Request for Application (RFA), issued by the State of Maine Department of Health and Human Services, Office of Child and Family Services. The Department has evaluated the applications received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract award to:

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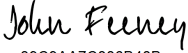
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Sincerely,

DocuSigned by:



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John Feeney
Chief Operating Officer
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Maine Department of Health and Human Services
Division of Contract Management
11 State House Station
109 Capitol Street
Augusta, Maine 04333-0011
Tel.: (207) 287-3707; Fax: (207) 287-5031
TTY: Dial 711 (Maine Relay)

May-19-2023

Via Electronic Mail: mdubel@portlandconnected.org

United Way, Inc. d/b/a United Way of Southern Maine (fiscal sponsor of Portland ConnectED / Starting Strong)
Matt Dubel , Executive Director, Portland ConnectED
550 Forest Avenue, Suite 100
Portland, ME 04101

SUBJECT: Notice of Conditional Contract Award under RFA #202211187 First 4 ME Early Care and Education Program Pilot Sites Grant Funding Opportunity

Dear Mr. Dubel,

This letter is in regard to the subject Request for Application (RFA), issued by the State of Maine Department of Health and Human Services, Office of Child and Family Services. The Department has evaluated the applications received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract award to:

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Thank you for your interest in doing business with the State of Maine.

Sincerely,

DocuSigned by:

39C9AA7C886B48B...
John Feeney
Chief Operating Officer
Office of Child and Family Services

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Maine Department of Health and Human Services
Division of Contract Management
11 State House Station
109 Capitol Street
Augusta, Maine 04333-0011
Tel.: (207) 287-3707; Fax: (207) 287-5031
TTY: Dial 711 (Maine Relay)

May-19-2023

Via Electronic Mail: Jennifer.west@yccac.org

York County Community Action Corporation
Jennifer West, Director of Children's Services
6 Spruce Street
Sanford, ME 04073

SUBJECT: Notice of Conditional Contract Award under RFA #202211187 First 4 ME
Early Care and Education Program Pilot Sites Grant Funding Opportunity

Dear Ms. West,

This letter is in regard to the subject Request for Application (RFA), issued by the State of Maine Department of Health and Human Services, Office of Child and Family Services. The Department has evaluated the applications received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract award to:

- Aroostook County Action Program
- United Way, Inc. d/b/a United Way of Southern Maine (fiscal sponsor of Portland ConnectED/ Starting Strong)
- York County Community Action Corporation

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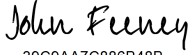
This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract.

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Thank you for your interest in doing business with the State of Maine.

Sincerely,

DocuSigned by:



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John Feeney
Chief Operating Officer
Office of Child and Family Services

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT: Aroostook County Action Program

DATE: April 19, 2023, and April 27, 2023

SUMMARY PAGE

Department Name: Health and Human Services

Name of RFA Coordinator: Brittany Hall

Names of Evaluators: Christa Elwell, Tina Mann, Megan Swanson, Tonya McVay, and Marcy Whitcomb

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Eligibility Requirements	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Priority Population	10.00	5.00
Section III. Community Coalition Engagement	10.00	10.00
Section IV. Participant Enrollment Provision	10.00	7.00
Section V. Community Assessment	10.00	9.00
Section VI. Community Action Plan	30.00	25.00
Section VII. Proposal Budget	30.00	30.00
<u>Total Points</u>	<u>100.00</u>	<u>86.00</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT: Aroostook County Action Program

DATE: April 19, 2023, and April 27, 2023

**OVERVIEW OF SECTION I
Eligibility Requirements**

Section I. Eligibility Requirements

Evaluation Team Comments:

- | |
|--|
| <ul style="list-style-type: none">• The Applicant is considered a nonprofit organization registered in Maine |
|--|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT: Aroostook County Action Program

DATE: April 19, 2023, and April 27, 2023

**EVALUATION OF SECTION II
Priority Population**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Priority Population	10.00	5.00

Evaluation Team Comments:

Section II. Priority Population
<ul style="list-style-type: none"> • Serving 41-60% of Children who are Economically Disadvantaged <ul style="list-style-type: none"> • Aroostook County has average 50% of the children across Aroostook county that have free/reduced lunch, with some districts with higher • Participating SAU (Limestone Community School) reports 82% of enrolled children qualify for Free/Reduced Meals. Highest Free / Reduced Lunch Participation rate of all area schools identified in application • Year two and three plans of extending reach and participation to include four additional SAUs with schools that report 50%, 49%, 41%, 45%, 51% and 70% and 56%, free / reduced lunch rates of respectively • Intends to effectively involve 11 to 15 providers <ul style="list-style-type: none"> • Provided a list of school departments and the child care providers

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT: Aroostook County Action Program

DATE: April 19, 2023, and April 27, 2023

**EVALUATION OF SECTION III
Community Coalition Engagement**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Community Coalition Engagement	10.00	10.00

Evaluation Team Comments:

Section III. Community Coalition Engagement
<ul style="list-style-type: none"> Applicant has received sponsorship by a Community Coalition Provided membership for each category/role Has one person listed as a principal in Presque Isle The project budget includes incentive payments for provider and parent participation Coalition members represent all areas of Aroostook which will benefit on-going project development ACAP Head Start Policy Council and ACAP Board of Directors aware of grant engagement; expertise from early childhood perspective and employer/business perspective, have an interested and active pool of individuals willing to engage directly or indirectly in project development and future success

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT: Aroostook County Action Program

DATE: April 19, 2023, and April 27, 2023

**EVALUATION OF SECTION IV
Participant Enrollment Provision**

	<u>Points Available</u>	<u>Points Awarded</u>
Section IV. Participant Enrollment Provision	10.00	7.00

Evaluation Team Comments:

Section IV. Participant Enrollment Provision
<ul style="list-style-type: none"> • Provided a clear eligibility procedure that models Head Start • The enrollment process lacks details for Year 1, and will re-assess Years 2 and 3

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT: Aroostook County Action Program

DATE: April 19, 2023, and April 27, 2023

**EVALUATION OF SECTION V
Community Assessment**

	<u>Points Available</u>	<u>Points Awarded</u>
Section V. Community Assessment	10.00	9.00

Evaluation Team Comments:

Section V. Community Assessment
<ul style="list-style-type: none"> • Lacked details related to the community needs assessment • Utilize health office staff to support community coaches and families to meet the First4ME healthcare development • Outlined their multiple family engagement activities • Is considering additional measurement tools

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT: Aroostook County Action Program

DATE: April 19, 2023, and April 27, 2023

**EVALUATION OF SECTION VI
Community Action Plan**

	<u>Points Available</u>	<u>Points Awarded</u>
Section V. Community Action Plan	30.00	25.00

Evaluation Team Comments:

Section VI. Community Action Plan
<ul style="list-style-type: none"> • It is unclear what businesses are included in the “business community” • Provided a list of MOUs • Identified 3 essential staff that would be recruited and hired within 60 calendar days, and discussed a tiered approach to service delivery • Provided plans for staffing expansion during the timeline of the entire pilot • Provided a detailed overview of the training schedule and onboarding plan • No continuum of support past Kindergarten entry • Only mentions Kindergarten checklists, not KEAs or pilot project • Data for the Kindergarten benchmarks are unclear • Budget allows for flexible funding • Provides option to engage with the agency’s existing family coaches to help identify other resources for the family • Did not address the barrier identification with local and/or State responsive service referral process • Did not address participation representation on the Community Coalition • Provided a 2021 needs assessment that informed the strategic plan for 22-27 • Details provided for how current supports and services will be utilized. First4Me aligns with many of the current supports ACAP offers and adds the support of community coaches • Did not describe the process to develop and maintain key community relationships through Community Coalition and community at large • Plans to engage with Tribal entities for partnership • Identified business partnerships for creating sustainability • Discussed the possibility of blending the First4ME coalition with the ACC to create efficiency in service delivery

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT: Aroostook County Action Program

DATE: April 19, 2023, and April 27, 2023

- Did not address outcomes related to strengthening families
- Detailed response broken down by year
- Outlined the measurable objectives provided by First4ME
- Provided measurements from pilot
- Has access to state-of-the-art IT equipment
- Lacked details regarding project timeline, and roles and responsibilities of Project staff
- Has successful history braiding and blending funding to ensure sustainability

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT: Aroostook County Action Program

DATE: April 19, 2023, and April 27, 2023

**EVALUATION OF SECTION VII
Proposed Budget**

	<u>Points Available</u>	<u>Points Awarded</u>
Section VII. Proposed Budget	30.00	30.00

Evaluation Team Comments:

Section VII. Proposed Budget
<ul style="list-style-type: none"> • Submitted a complete and detailed Budget for each year that clearly outlines expense for all required forms • The budget aligns with the Applicants described Action Plan • Cross-walked with the budget line items and program funding outlining stipends and flexible funding • Included staffing breakout by FTE

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT: Lewiston Auburn Metropolitan Chamber of Commerce Foundation

DATE: April 19, 2023, April 27, 2023, and May 4, 2023

SUMMARY PAGE

Department Name: Health and Human Services

Name of RFA Coordinator: Brittany Hall

Names of Evaluators: Christa Elwell, Tina Mann, Megan Swanson, Tonya McVay, and Marcy Whitcomb

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Eligibility Requirements	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Priority Population	10.00	8.00
Section III. Community Coalition Engagement	10.00	10.00
Section IV. Participant Enrollment Provision	10.00	0.00
Section V. Community Assessment	10.00	6.00
Section VI. Community Action Plan	30.00	10.00
Section VII. Proposal Budget	30.00	5.00
<u>Total Points</u>	<u>100.00</u>	<u>39.00</u>

*****The Applicant frequently referenced other areas of the Application, making it difficult for the Team to evaluate the content of the Application*****

*****Applicant did not submit the Application as a single document (excluding the budget form) as required by the RFA submission instructions*****

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT: Lewiston Auburn Metropolitan Chamber of Commerce Foundation

DATE: April 19, 2023, April 27, 2023, and May 4, 2023

**OVERVIEW OF SECTION I
Eligibility Requirements**

Section I. Eligibility Requirements

Evaluation Team Comments:

- | |
|--|
| <ul style="list-style-type: none">• The Applicant is considered a nonprofit organization registered in Maine |
|--|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT: Lewiston Auburn Metropolitan Chamber of Commerce Foundation

DATE: April 19, 2023, April 27, 2023, and May 4, 2023

**EVALUATION OF SECTION II
Priority Population**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Priority Population	10.00	8.00

Evaluation Team Comments:

Section II. Priority Population
<ul style="list-style-type: none"> • Serving 81-100% of Children who are Economically Disadvantaged (average 84.5%) <ul style="list-style-type: none"> • Approx. 70% of Auburn, and 99% of Lewiston children are eligible for Free or reduced lunch • Intends to effectively involve 5 to10 providers <ul style="list-style-type: none"> • Provided a list of 6 community providers, did not list SAUs, plans to partner with additional child care providers in the area

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT: Lewiston Auburn Metropolitan Chamber of Commerce Foundation

DATE: April 19, 2023, April 27, 2023, and May 4, 2023

**EVALUATION OF SECTION III
Community Coalition Engagement**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Community Coalition Engagement	10.00	10.00

Evaluation Team Comments:

Section III. Community Coalition Engagement
<ul style="list-style-type: none"> • Applicant has received sponsorship by a Community Coalition • Provided membership for each category/role • Added 4 more individuals in this area, to include: A Director of Business Services from the Cooperative Development Institute in Maynard MA, and a Program Specialist at CEI and a Trainer/Contractor at Diversity, Equity, Inclusion & Disability Consultant, Sr. Program Director at CEI Workforce Solutions • This community formed a coalition prior to the publishing of the RFA and was aware of the legislation associated • Plans on signing MOUs for continued engagement and sustainability

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT: Lewiston Auburn Metropolitan Chamber of Commerce Foundation

DATE: April 19, 2023, April 27, 2023, and May 4, 2023

**EVALUATION OF SECTION IV
Participant Enrollment Provision**

	<u>Points Available</u>	<u>Points Awarded</u>
Section IV. Participant Enrollment Provision	10.00	0.00

Evaluation Team Comments:

Section IV. Participant Enrollment Provision
<p>Response did not address how the Applicant plans to provide a provision for enrollment of Participants who reside within the community of the Community Coalition who/whose:</p> <ul style="list-style-type: none"> a. Is a Child At Risk; and b. Is receiving care in a facility licensed under 22 M.R.S. § 8301-A; and/or c. Parent requests home visitor services.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

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DATE: April 19, 2023, April 27, 2023, and May 4, 2023

**EVALUATION OF SECTION V
Community Assessment**

	<u>Points Available</u>	<u>Points Awarded</u>
Section V. Community Assessment	10.00	6.00

Evaluation Team Comments:

Section V. Community Assessment
<ul style="list-style-type: none"> • Provided a detailed assessment of the proposed area that include the barriers and resources available • Used several data sources to understand and evaluate the proposed area • Did not address all components in Table 1: <ul style="list-style-type: none"> ○ (A.) Child care and home visiting services provided in the proposed area ○ (D.) Family Engagement ○ (E.) Support for a Child's immunization and preventive health and dental care ○ (F.) Transportation

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

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APPLICANT: Lewiston Auburn Metropolitan Chamber of Commerce Foundation

DATE: April 19, 2023, April 27, 2023, and May 4, 2023

**EVALUATION OF SECTION VI
Community Action Plan**

	<u>Points Available</u>	<u>Points Awarded</u>
Section V. Community Action Plan	30.00	10.00

Evaluation Team Comments:

Section VI. Community Action Plan
<ul style="list-style-type: none"> • Identified key partnerships within the proposed coverage area • The process for obtaining necessary baseline demographic and partnership agreements within the first 180 calendar days of contract start lacks detail and does not include a timeline • Plans to use Head Start Coaches staff but did not provide the process and timeline for recruiting and hiring essential staff • Did not address the training schedule and onboarding plan for the first 90 calendar days for essential staff including Community Coaches • Plans on using 3rd party funding to support a facilitator, to work with the Applicant’s Coordinator in creating on-going agendas and continuous contact with the Coalition which is already well established • Did not address: <ul style="list-style-type: none"> ○ Alignment of efforts and measurement of developmentally appropriate curriculum for all learning domains ○ Continuum of support into fall transition for children, families, CCPs and SAUs ○ Active member of the Community Coalition ○ End of kindergarten benchmark data beginning school year 23-24. • In response to the Partnership development plan, the Applicant noted to “see Appendix E Community Action Plan”, but guidance was not provided where to look within the Action Plan • Did not address Active members of the Community Coalition or Active members of the child transition planning team with local SAUs • Did not address Family Engagement and Participation Strategy Plan • Did not address Narrative Summary • Did not specifically address key community stakeholders • Did not address a plan for data analysis or necessary adjustments to action plan or proposed-budget should that be necessary • Did not address how the applicant plans to promote, advocate, and sustain Project community-based programming within the community at large

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT: Lewiston Auburn Metropolitan Chamber of Commerce Foundation

DATE: April 19, 2023, April 27, 2023, and May 4, 2023

- Proposed a plan to review progress, but no plan for making progress or expansion
- Provided several supports to promote sustainability
- Described 2 funded activities and the expected outcomes of those activities related to training and stipend support
- Did not address a process to identify new supports and key community stakeholders
- Did not address a plan to promote, advocate, and sustain Project community-based programming within the community at large
- Indicates having many resources but lacks details on what those resources are
- Lacks details regarding space and time
- Did not provide a clear outline for the proposed project
- The implementation plan does not fully align with the proposed action plan or include all tasks and deliverables for all Project staff
- Provided a detailed sustainability plan

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT: Lewiston Auburn Metropolitan Chamber of Commerce Foundation

DATE: April 19, 2023, April 27, 2023, and May 4, 2023

**EVALUATION OF SECTION VII
Proposed Budget**

	<u>Points Available</u>	<u>Points Awarded</u>
Section VII. Proposed Budget	30.00	5.00

Evaluation Team Comments:

Section VII. Proposed Budget
<ul style="list-style-type: none"> • Form 1 was blank • Form 3 Personnel: includes the CCP stipends • Form 5 Line 8 Capital Equipment purchases: <ul style="list-style-type: none"> ○ Unclear which positions beyond teachers will receive laptops and tablets • Form 5, Line 31 – did not identify unknown costs • Form 5A blank • Budget missing for Year 2 and Year 3 of project • Missing Pro Forma • It is unclear if the total budget is representative of 1 or all 3 years • Indicates the coalition will review and approve all budget items • Gift cards cannot be purchased with State of Maine General Funds or federal funding dispersed through the Department • Unclear what types of stipends schools and CCPs will receive

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT: United Way, Inc. d/b/a United Way of Southern Maine (fiscal sponsor for Portland ConnectED / Starting Strong)

DATE: April 19, 2023, and May 4, 2023

SUMMARY PAGE

Department Name: Health and Human Services

Name of RFA Coordinator: Brittany Hall

Names of Evaluators: Christa Elwell, Tina Mann, Megan Swanson, Tonya McVay, and Marcy Whitcomb

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Eligibility Requirements	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Priority Population	10.00	1.00
Section III. Community Coalition Engagement	10.00	8.00
Section IV. Participant Enrollment Provision	10.00	10.00
Section V. Community Assessment	10.00	7.00
Section VI. Community Action Plan	30.00	22.00
Section VII. Proposal Budget	30.00	15.00
<u>Total Points</u>	<u>100.00</u>	<u>63.00</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT: United Way, Inc. d/b/a United Way of Southern Maine (fiscal sponsor for Portland ConnectED / Starting Strong)

DATE: April 19, 2023, and May 4, 2023

**OVERVIEW OF SECTION I
Eligibility Requirements**

Section I. Eligibility Requirements

Evaluation Team Comments:

- | |
|--|
| <ul style="list-style-type: none">• The Applicant is considered a nonprofit organization registered in Maine |
|--|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT: United Way, Inc. d/b/a United Way of Southern Maine (fiscal sponsor for Portland ConnectED / Starting Strong)

DATE: April 19, 2023, and May 4, 2023

**EVALUATION OF SECTION II
Priority Population**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Priority Population	10.00	1.00

Evaluation Team Comments:

Section II. Priority Population
<ul style="list-style-type: none"> • Does not appear that bidder calculated the Percentage of Economically Disadvantaged by using the total Children who qualify for reduced/free school lunch, divided by the total Children enrolled in the school programming, as indicated in the RFA • Intends to effectively involve 5 to 10 providers • Portland Public Schools, Local SAU, Local Head Start, The Opportunity Alliance, 3 Licensed Care Centers

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT: United Way, Inc. d/b/a United Way of Southern Maine (fiscal sponsor for Portland ConnectED / Starting Strong)

DATE: April 19, 2023, and May 4, 2023

**EVALUATION OF SECTION III
Community Coalition Engagement**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Community Coalition Engagement	10.00	8.00

Evaluation Team Comments:

Section III. Community Coalition Engagement
<ul style="list-style-type: none">• Applicant has received sponsorship by a Community Coalition• Provided membership for each category/role• Multiple others were added in this area including the Director of Portland Empowered, Director of Children’s Odyssey, Executive Director of Youth and Family Outreach, Director of St. Elizabeth’s Child Development Center/Catholic Charities, another parent• It is unclear how the coalition members will continue engagement with the community during the project period

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT: United Way, Inc. d/b/a United Way of Southern Maine (fiscal sponsor for Portland ConnectED / Starting Strong)

DATE: April 19, 2023, and May 4, 2023

**EVALUATION OF SECTION IV
Participant Enrollment Provision**

	<u>Points Available</u>	<u>Points Awarded</u>
Section IV. Participant Enrollment Provision	10.00	10.00

Evaluation Team Comments:

Section IV. Participant Enrollment Provision
<ul style="list-style-type: none"> • Indicated staff who would oversee the eligibility process • Provide a detailed response to how provide a provision for enrollment of Participants who reside within the community of the Community Coalition who/whose: <ol style="list-style-type: none"> a. Is a Child At Risk; and b. Is receiving care in a facility licensed under 22 M.R.S. § 8301-A; and/or c. Parent requests home visitor services.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT: United Way, Inc. d/b/a United Way of Southern Maine (fiscal sponsor for Portland ConnectED / Starting Strong)

DATE: April 19, 2023, and May 4, 2023

**EVALUATION OF SECTION V
Community Assessment**

	<u>Points Available</u>	<u>Points Awarded</u>
Section V. Community Assessment	10.00	7.00

Evaluation Team Comments:

Section V. Community Assessment
<ul style="list-style-type: none"> • Table 1 - minimally addressed <ul style="list-style-type: none"> ○ (C.) Specialized support for Participants ○ (D.) Family engagement practiced at all levels of the Project, focusing on culturally and linguistically responsive relationship building within the family ○ (E.) Support for a Child's immunization and preventive health and dental care by providing encouragement for a parent to comply with the Department's early periodic screening, diagnosis, and treatment program under 22 M.R.S. § 3173

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT: United Way, Inc. d/b/a United Way of Southern Maine (fiscal sponsor for Portland ConnectED / Starting Strong)

DATE: April 19, 2023, and May 4, 2023

**EVALUATION OF SECTION VI
Community Action Plan**

	<u>Points Available</u>	<u>Points Awarded</u>
Section V. Community Action Plan	30.00	22.00

Evaluation Team Comments:

Section VI. Community Action Plan
<ul style="list-style-type: none"> Indicates recruitment and hiring will continue through the 1st Quarter if needed Indicates members will be responsible for finding suitable replacements if the member is planning on leaving the membership Did not address developing CCP supports and partnerships to engage local CCPs, support their advocacy for their role within the Project, the community, and the community at large through active members of the child transition planning team with local SAUs Provided detailed narrative to the Family Engagement and Participation Strategy Plan Did not address how the Applicant plans to ensure active participation representation on the Community Coalition. Minimal response provided to how the Project will support meeting specific goals, objectives, and outcomes for the Pilot site Family support coaches will be hire and supported by TOA, has 2-generation experience Each of the ECE providers (licensed child care programs, Head Start, and Portland Public Schools) that are currently committed partners in the proposed First4ME pilot enroll high numbers of at-risk students in high-quality programming. The plan is to leverage their strengths along with those of Portland Public Schools. An example provided was that with support from the Director of Teaching and Learning they will leverage and engage the expertise from their community-based child care program participants to help support Portland Public Schools in gaining accreditation - facilitating a peer-to-peer professional learning community focused on accreditation requirements Indicated using grants, business sponsorships and opportunities to align programming to partner agencies', but lacks details related to sustainability other than financial sustainability

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT: United Way, Inc. d/b/a United Way of Southern Maine (fiscal sponsor for Portland ConnectED / Starting Strong)

DATE: April 19, 2023, and May 4, 2023

- Indicated work is aimed at system changes that will increase the community's capacity to support children and families over the three-year grant and that investing in parent and family engagement work yields ongoing impact with the goal of growing existing organization and system capacity for family voice and leadership, but lacks details related to sustainability past the three-year pilot
- Provided a detailed response regarding the Action Plan
- Discussed and identified 2 community-specific populations and how objectives will be addressed for those 2 populations
- Implementation plan did not address Year 2 and 3
- The Portland ConnectED Executive Director position was not outlined

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT: United Way, Inc. d/b/a United Way of Southern Maine (fiscal sponsor for Portland ConnectED / Starting Strong)

DATE: April 19, 2023, and May 4, 2023

**EVALUATION OF SECTION VII
Proposed Budget**

	<u>Points Available</u>	<u>Points Awarded</u>
Section VII. Proposed Budget	30.00	15.00

Evaluation Team Comments:

Section VII. Proposed Budget
<ul style="list-style-type: none"> • Form 3 Personnel for years 2 and 3 is missing • Form 5 for years 2 and 3 is missing • Form 5 Line 9 SUB-RECIPIENT AWARDS <ul style="list-style-type: none"> ○ Unclear if these funds are being contracted to another agency ○ It is unclear what the cost of each is and the approximate total ○ It is unclear if there is subcontracting • Form 5 Line 21 FOOD More specifics needed; generally, not an allowable expense, unless a required component of a program (i.e., child care center which provides a meal; shelter in which a meal is provided) • Form 5 Line 22 CLIENT-RELATED TRAVEL – State of Maine cannot reimburse for expense related to Uber, as there is no commercial insurance • Form 5A is blank and missing for years 2 and 3 • Breakdown for Salaries, Community Coaches, Anchor Payments, Enrollment Stipends, and Flex Funds provided • Basis for determining expenses not always clear

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT: York County Community Action Corporation

DATE: April 19, 2023, and May 4, 2023

SUMMARY PAGE

Department Name: Health and Human Services

Name of RFA Coordinator: Brittany Hall

Names of Evaluators: Christa Elwell, Tina Mann, Megan Swanson, Tonya McVay, and Marcy Whitcomb

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Eligibility Requirements	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Priority Population	10.00	4.00
Section III. Community Coalition Engagement	10.00	6.00
Section IV. Participant Enrollment Provision	10.00	10.00
Section V. Community Assessment	10.00	7.00
Section VI. Community Action Plan	30.00	24.00
Section VII. Proposal Budget	30.00	30.00
<u>Total Points</u>	<u>100.00</u>	<u>81.00</u>

*****The Applicant referenced other areas of the Application when responding to sections of the Application*****

*****The Applicant did not submit the application as a single document, as required by the RFA submission instructions*****

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT: York County Community Action Corporation

DATE: April 19, 2023, and May 4, 2023

**OVERVIEW OF SECTION I
Eligibility Requirements**

Section I. Eligibility Requirements

Evaluation Team Comments:

- | |
|--|
| <ul style="list-style-type: none">• The Applicant is considered a nonprofit organization registered in Maine |
|--|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT: York County Community Action Corporation

DATE: April 19, 2023, and May 4, 2023

**EVALUATION OF SECTION II
Priority Population**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Priority Population	10.00	4.00

Evaluation Team Comments:

Section II. Priority Population
<ul style="list-style-type: none"> • Serving 41-60% of Children who are Economically Disadvantaged (average 51%) • Intends to effectively involve 5 to10 providers • York County Community Action Corporation (YCCAC), providers, Biddeford school district, businesses, local governmental authorities, nonprofits, and other stakeholders

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT: York County Community Action Corporation

DATE: April 19, 2023, and May 4, 2023

**EVALUATION OF SECTION III
Community Coalition Engagement**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Community Coalition Engagement	10.00	6.00

Evaluation Team Comments:

Section III. Community Coalition Engagement
<ul style="list-style-type: none">• Applicant has received sponsorship by a Community Coalition• Missing representation from a Family Child Care Provider and Parent of a Child using early childhood services• Additional members added include Program Coordinator of 5210 Let's Go, Superintendent of Biddeford Schools, Executive Director of Heart of Biddeford, Director of Coastal Healthy Communities Coalition, Director of Children's Services (Head Start/WIC)• It is unclear how the Biddeford Ready! coalition will interact with the Community Coalition

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT: York County Community Action Corporation

DATE: April 19, 2023, and May 4, 2023

**EVALUATION OF SECTION IV
Participant Enrollment Provision**

	<u>Points Available</u>	<u>Points Awarded</u>
Section IV. Participant Enrollment Provision	10.00	10.00

Evaluation Team Comments:

Section IV. Participant Enrollment Provision
<ul style="list-style-type: none"> • Utilizing Head Start Model • Provide a detailed response to how provide a provision for enrollment of Participants who reside within the community of the Community Coalition who/whose: <ol style="list-style-type: none"> a. Is a Child At Risk; and b. Is receiving care in a facility licensed under 22 M.R.S. § 8301-A; and/or c. Parent requests home visitor services.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT: York County Community Action Corporation

DATE: April 19, 2023, and May 4, 2023

**EVALUATION OF SECTION V
Community Assessment**

	<u>Points Available</u>	<u>Points Awarded</u>
Section V. Community Assessment	10.00	7.00

Evaluation Team Comments:

Section V. Community Assessment
<ul style="list-style-type: none"> • Table 1 - minimally addressed <ul style="list-style-type: none"> ○ (D.) Family engagement practiced at all levels of the Project, focusing on culturally and linguistically responsive relationship building within the family ○ (E.) Support for a Child's immunization and preventive health and dental care by providing encouragement for a parent to comply with the Department's early periodic screening, diagnosis, and treatment program under 22 M.R.S. § 3173 ○ (F.) Transportation options to assist a family to travel to or from health care, child care or education services

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT: York County Community Action Corporation

DATE: April 19, 2023, and May 4, 2023

**EVALUATION OF SECTION VI
Community Action Plan**

	<u>Points Available</u>	<u>Points Awarded</u>
Section V. Community Action Plan	30.00	24.00

Evaluation Team Comments:

Section VI. Community Action Plan
<ul style="list-style-type: none"> • Provided a detailed response to Year 1 training schedule and onboarding plan for essential staff including Community Coaches • The maintenance plan is unclear • Outlined the development of a transition plan for Year 1 by identifying key partnerships, the process and timeline for obtaining necessary baseline demographic and partnership agreements, the process and timeline for recruiting and hiring essential staff including Community Coaches, and a training schedule and onboarding plan • It is unclear if the Partnership with SAU and Biddeford Ready! meets the Active member of the Community Coalition requirement • Detailed process provided for dissemination of stipend payments and identifies and documents how family needs relate to the goals of the program • Did not address barrier identification with local and or State responsive service referral process • Did not address the process or plan to ensure active participation representation on the Community Coalition • Response to how current supports and services will be utilized lacked detail • Did not address considerations on how to assess for additional or changing stakeholders as community evolves to ensure Community Coalition continues to reflect community and its needs • Plans to review budget monthly • Plans to utilize a community hub for caregiver connection • Plans to review budget monthly • Lacked details regarding potential pathways for sustainability • Response did not address what the Project objectives are or intended outcomes • Did not specifically address current available space and time resources

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT: York County Community Action Corporation

DATE: April 19, 2023, and May 4, 2023

**EVALUATION OF SECTION VII
Proposed Budget**

	<u>Points Available</u>	<u>Points Awarded</u>
Section VII. Proposed Budget	30.00	30.00

Evaluation Team Comments:

Section VII. Proposed Budget
<ul style="list-style-type: none"> • Completed and submitted a detail Budget for each year that clearly outlines expense for all required forms • The budget aligns with the Applicants described action plan • Will reduce the consulting fee in Year 3 in hopes there is implemented community support and ongoing system enhancement • Indicates Technology/software costs much lower than an organization who does not already have this technology • Provided further information regarding specific trainings

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT NAME: Aroostook County Action Program

DATE: 18April2023

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS/OCFS

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Facilitator for this RFP.*

Individual Evaluator Comments:

Section I. Eligibility Requirements
<ul style="list-style-type: none">• Yes
<ul style="list-style-type: none">• Printout (06April23) from Maine SOS CEC database indicating Nonprofit Corporation (T13-B) filing status.• IRS 501c3 document provided eff date 1/25/1978.

Section II. Priority Population
<ul style="list-style-type: none">• Aroostook county – 50% of children enrolled in public school qualify for free and reduced meals; 19% of all children live in poverty; 66% of children in Aroostook have both parents in the workforce and 30% of Aroostook Children are in families receiving SNAP. Aroostook County has the second highest rate of children living in poverty in Maine.• Aroostook Coalition focus supports in Limestone/Caribou region – LCS school board approved participation in project - 82% of children qualify for free and reduced meals.• RSU#39 Caribou – 50% of children qualify for free and reduced meals.• Years 2 & 3 Aroostook First 4 Me coalition proposes expand to St. John Valley – Valley Unified School District (Fort Kent 49% free/reduced, Frenchville 45% free/reduced, and Madawaska 41% free/reduced).• In future years, SAD#1 Presque Isle will be included. 51% free/reduced• Last cohort Houlton 70% free/reduced and RSU#50 Dyer Brook/Island Falls 56% free/reduced.• Sustainability plan for after pilot project to include connecting regions of Northern, Central and Southern Aroostook to include other smaller pockets of CCP's and SAU's.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT NAME: Aroostook County Action Program

DATE: 18April2023

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS/OCFS

Section III. Community Coalition Engagement

- Yes
- Bidder identified each category.
- a. Principal of Pine St Elementary School, Presque Isle
 - Bidder identified above.
- Interested parties were offered coalition seats that fit with their work focus or area of interest, and commitment to actively participate in coalition meetings to prepare the application and establish project upon award.
- Members represent all areas of Aroostook which will benefit ongoing project development in years 2 and 3 to broaden the project across Aroostook County.
- Conversations continue with other groups in Aroostook to recruit interested parties to participate in project and to establish interest if coalition seats open in the future.
- ACAP Head Start Policy Council and ACAP Board of Directors aware of grant engagement; expertise from early childhood perspective and employer/business perspective, have an interested and active pool of individuals willing to engage directly or indirectly in project development and future success.
- Project budget -s incentive payments for provider and parent participation in the project activities; some incentives will support costs that are currently preventing providers from advancing on the QRIS system.

Section IV. Participant Enrollment Provision

- Bidder indicated is skilled and knowledgeable in developing applicant screening criteria using Head Start eligibility guidelines and will apply this practice in establishing the eligibility for enrollment for First 4 ME participation.
- At-Risk criteria applied and verification applicant child enrolled in Maine licensed CC facility.
- Stipends encourage families to participate in developmental screenings, health/behavioral health/dental screenings and parent engagement activities, including school transition activities.
- 1st year identify children and families attending Miss Jordyn’s Child Development Center and ACAP Early Care & Education Center in Caribou who are enrolled in childcare classrooms, not receiving comprehensive screening, assessment and health support.
- Years 2 & 3 evaluate enrollment process and identify any revision needed. If system effective will expand.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT NAME: Aroostook County Action Program

DATE: 18April2023

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS/OCFS

- Year 3 explore interest in HV service and expand to this method of delivery if need in community; If HV implemented, a HV will be added to year 3 budget following discussion with Dept.

Section V. Community Assessment

- Bidder indicates central Aroostook area selected based ongoing community need for high quality education services meeting needs of families.
- Bidder indicates adjusted and expanded agency priority areas based on trends, data, and statistics for Aroostook County.
- Bidder indicated would provide; ongoing training and professional development opportunities to staff supporting/creating workplace culture focused on equity, diversity, belonging, and inclusion; across agency through cross-collaborative efforts between programs to support a comprehensive service delivery model and a "one stop/no wrong door" approach for all customers and clients.
- Utilization of COR advantage (ongoing assessment tool) to form goals for the child with parent input. Will provide information to support any additional referrals, including CDS.
- Variety of Family Engagement activities: social networking, PTP opportunities, classroom volunteerism, membership in Health Services Advisory Committee and Parent Policy Council, Parent Ambassadors statewide network.

Section VI. Community Action Plan

A. Year One

- Bidder proposes CC engage licensed CCP in Caribou/Limestone to participate in comprehensive service delivery to eligible enrolled children who would receive health and developmental screenings similar to the comprehensive service model of Head Start.
- Bidder partners with Limestone Community School, via Pre-K Expansion grant to provide preschool/Head Start services 4-year-olds in Limestone School District.
- Bidder provides HS and CC in Caribou. Those enrolled and eligible for HS receive full range of F4M services. Children enrolled in RSU#39 partnership do not; pilot project would expand services to this center location-bring CC and include enhanced K transition policy and practice in LCS and RSU#39.
- Yr 1 implement F4M pilot Miss Jordyn's Child Dev. Program in Caribou. Bring additional community support for team to grow professional and build system

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT NAME: Aroostook County Action Program

DATE: 18April2023

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS/OCFS

<p>to support higher quality; move from a Level 1 up Rising Stars scale by end of Year 3.</p> <ul style="list-style-type: none"> • Flex funds to help CCPs with unexpected costs associated with daily operations and meeting unexpected pop-up costs. • Bidder proposes a ratio of Coach to Provider/Participant Family of up to 6 classroom and 20 families to 1 coach. (Reserve right to negotiate this ratio with the Dept. and correct as move through project).
<ul style="list-style-type: none"> • Bidder indicates collaboration and agreement for obtaining this information already agreed to prior to writing of the RFA. Identified Yr 1 partners ready to partner to gather data. Expect contract negotiations to solidify timeline. • MOU will be completed outline agreement between providers, SAUs, etc. (goal setting, demographics, timeline, ongoing supports/services, participation, other areas.)
<ul style="list-style-type: none"> • 1 FTE – Community Coach, 1 FTE – Data Compliance Specialist, and 1 FTE – Program Associate • Year 2 additional Community coach for expansion to Fort Kent, Frenchville, and Madawaska. • Year 3 additional Community Coach support further expansion Southern Aroostook County and additional of HV.
<ul style="list-style-type: none"> • Bidder indicates support positions filled within 90 days of award. • Bidder provided detailed overview of new employee onboarding, orientation, and training.
<ul style="list-style-type: none"> • Bidder indicates recruit individuals from all areas of Aroostook and anticipate being able to keep all key seats filled via BOD, HS Parent Policy Council and other community connections. • Recruitment via civic groups (Rotary, Kiwanis, public advocacy groups, etc.) • Prepared to recruit and fill seats if vacated by reaching out to other community partners ready to step into the seats.
<ul style="list-style-type: none"> • Detailed plan of family collaboration for transitions (throughout year, Family Report, Kindergarten Transition Profile). • Detailed plan of community collaborations for transitions (local transition group – public school personnel, parents, ACAP teacher, and other providers)
<ul style="list-style-type: none"> • Budget funds allocated support providers make program improvements to meet CC licensing and life safety codes. • Flex funds to meet emergency/unexpected costs; eligibility for Anchor Payments based on dose and duration of service and center or home provider status. Participant enrollment payments to support participation in additional

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT NAME: Aroostook County Action Program

DATE: 18April2023

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS/OCFS

<p>activities project requires and fund educational toys, supplies, and tables for teachers to record observations and data collection.</p>
<ul style="list-style-type: none"> • Bidder's Health office staff support the CC and enrolled families in child's overall wellbeing (EPSDT, immunizations, oral health, health insurance, etc.) • Option to engage with ACAP Family Coach to participate in Family Assessment and goal setting to meet a family's identified goals. • Transportation and participation stipends available to parent to encourage and support participation.
<ul style="list-style-type: none"> • Bidder completed strategic plan for 2022-2027 based on a Comprehensive Community Assessment completed in December of 2021. Community goals and priorities were generated from the CCA. • Bidder indicates has team of Family Coaches to work with families enrolled in F4M access resources support social/economic mobility. Coaches will work with enrolled family develop family mobility plans to access community services that meet child and family needs (health, behavioral/developmental, educational goals to reach school readiness, employment pathways, building financial stability and establishing social networks).
B. Year Two
<ul style="list-style-type: none"> • Bidder indicates already engaged possible partners to add to the F4M Year 2 project. Valley Unified School Unit (SAD#27, SAD#33, and Madawaska School Dept.) expressed full intention to collaborate as SAU partners in 2024. • Bidder indicates a representative from the Valley Unified School Unit is serving on the initial coalition and at first Community Coalition meeting announced intent to be a Yr 2 SAU partner. • Bidder add a Community Coach position to cover this area.
<ul style="list-style-type: none"> • Bidder indicates as project develops recruitment of new community stakeholders will evolve through community connections, having ongoing conversations with CCPs, SAUs, other community groups and parents, new supports will develop.
<ul style="list-style-type: none"> • A variety of data collection focus on Professional develop to increase QR for CCPs, Family Engagement, Transition activities, Assessment Data, Health and Safety Practices, etc. that will allow coalition to determine if there are additional strategies needed/changes need to be made in data collection or implementation, as well as make adjustments to program goals and objectives for Yr 2 & 3.
<ul style="list-style-type: none"> • Bidder indicates many County employers work with them to process the childcare crisis in Aroostook. Dead River company is eager to support this

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EVALUATOR DEPARTMENT: DHHS/OCFS

<p>project in the Pilot stage and into sustainability to support economic development in the region. The work of Dead River and Aroostook Partners for Progress will disseminate the plan for expanding quality childcare opportunities in Aroostook and hopefully bring resources for sustainability to the table.</p> <ul style="list-style-type: none"> • Bidder indicates intend to engage the two tribal communities in Aroostook in the project development. The Houlton Band of Maliseet and Micmac Nation are located within the southern (year 3) and central (year 1) region of Aroostook; will offer opportunities for children within the reservation community to be participants in the project.
C. Year Three
<ul style="list-style-type: none"> • Bidder indicates develop an action plan to continue to grow F4M using data and experience from Yr 1 & 2. • Bidder indicates expanding to southern Aroostook in collaboration with RSU#50. Intend to build relationships with SAD#29 in Houlton and CCPs in the southern region. • Bidder indicates plan to roll our F4M in three regional steps is intentional and calculated. Strong partnerships in all regions of Aroostook; at different levels of success and effectiveness related to parent engagement and school readiness.
<ul style="list-style-type: none"> • Bidder indicates as move through the Pilot Project, collecting antidotes and data that will influence adaptation and adjustment program plans and goals moving forward. In hopes that all Pilot Projects from across the State meet regularly to share key learnings, will be able to synthesize process to eventually form a statewide plan for delivery of F4M as move out of Pilot phase. Regular Pilot Project reports and meetings will provide data and information for the Dept. form a plan for full State roll out of F4M.
<ul style="list-style-type: none"> • Bidder indicates programs blend and braid funding streams to bring a strong sustainability to all program areas; roles of project blend within HS & WFA work and in a future plan could fit within these structures. • Bidder indicates Aroostook Community Collaborative (ACC) is an existing collaborative of business leaders and community service providers that meets monthly to explore community services and systems to meet the needs of the community. In future years, the Community Collaborative from this project may naturally transition into the ACC. Currently the ACC has some common members with the F4M coalition, making transition to one Community Collaborative Coalition seem efficient and effective.
<ul style="list-style-type: none"> • Bidder described six outcomes

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<ul style="list-style-type: none"> • Bidder included bulleted action plan covering Years 1, 2, and 3.
<ul style="list-style-type: none"> • Bidder included bulleted tasks for each objective.
<ul style="list-style-type: none"> • Bidder included bulleted list of the success indicators and measurement tools for child, provider, and family.
<ul style="list-style-type: none"> • ? regarding time allocation of above-mentioned staff. • Bidder indicates office space for CC will exist within existing bidder facilities in a shared space allocation agreement, which includes phone, office supplies, etc. • Bidder indicates will provide business office support to the grant activities: processing payments and completing required reports. Staff have access to state-of-the-art IT equipment and access, phone systems, office supports, video links (not an inclusive list).
<ul style="list-style-type: none"> • Bidder included
<ul style="list-style-type: none"> • Bidder provided bulleted list of tasks/deliverables for each year.
<ul style="list-style-type: none"> • Bidder indicates experience successfully blending and braiding funding from many funding sources to provide most comprehensive services possible for customers. Use of federally and state-approved allocation system, able to increase number of services customer receives while expanding opportunity for program outcomes. • Bidder indicates they and Community Coalition will seek additional funding from state and other funding sources to enhance and grow this work.

Section VII. Proposed Budget
<ul style="list-style-type: none"> • Bidder included
<ul style="list-style-type: none"> • Bidder included Narrative that cross walked with Budget Line items to explain basis for determining budget expenses. • Bidder included a detailed document illustrating funding structure which included specific details regarding Anchor Payments, Enrollment stipends, Flex Funds, Supplies and Materials, Participation Stipends, and Staffing breakout by FTE.

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Individual Evaluator Comments:

Section I. Eligibility Requirements
<ul style="list-style-type: none">• Yes
<ul style="list-style-type: none">• Submitted documentation from SOS dated 4/6/23.

Section II. Priority Population
<ul style="list-style-type: none">• 50% of children enrolled in public school qualify for free and reduced meals. (1a)• 19% of all children live in poverty. (1a)• Aroostook County has 2nd highest rate of children living in poverty in Maine. (1a)• ACAP mapped out a plan for Years 1-3 to show how they would expand the Pilot Program throughout Aroostook County. ACAP has an SAU and Child Development Center ready to participate in the pilot program in Year 1.

Section III. Community Coalition Engagement
<ul style="list-style-type: none">• Met
<ul style="list-style-type: none">• Met
<ul style="list-style-type: none">•
<ul style="list-style-type: none">• Works in partnership with 8 school districts to deliver pre-k/Head Start services.• ACAP offered interested parties coalition seats.• Coalition members represent all areas of Aroostook County.• Continue to establish interest with other parties.• Have an interested and active pool of individuals willing to engage directly/indirectly in project development and future success.

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Section IV. Participant Enrollment Provision

- Will use Head Start eligibility guidelines.
- Stipends available to encourage family participation in screenings and activities
- ACAP will use established At-Risk criteria
- Verification of enrollment in child care will be done through the State of Maine Child Care licensing.
- ACAP states they will identify children/families not receiving comprehensive screening. How will they do this?
- ACAP states Year 3 will explore home visiting services. If there is interest, a home visitor will be added to Year 3 budget.

Section V. Community Assessment

- Licensed childcare options are limited in the Limestone Community.
- Use of The Ages and Stages Questionnaire
- School day service hours do not meet the needs of families
- Specialized supports through Child Development Services
- Mental health support available through local community providers
- ECCP is available (behavioral/social emotional resource and support)
- Family Coaching services
- Aroostook Council for Health Families provides weekly Home Visiting Services at least 48 weeks per year and has 2 group socializations per month.
- Family Engagement activities

Section VI. Community Action Plan

A. Year One

- ACAP will use Community Coach to engage licensed child care providers
- Limestone Comm. School
- Head Start and Child Care
- RSU #39
- Year 1 – Miss Jordyn’s Child Development Program (licensing, training and workforce)
- Community Coach will implement research based curriculum, developmental screening and on-going assessments.
- Development of new and expanded childcare slots
- Proposed a ratio of Coach to Provider/Participant Family of up to 6 classrooms and 20 families to one coach—reserving the opportunity to negotiate this ratio.

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<ul style="list-style-type: none"> • Memorandums of Understanding will be completed. • Failed to provide a timeline in RFP, however did mention that one would be available within 180 days of contract start date.
<ul style="list-style-type: none"> • Unable to open Community Coach Job Description (pdf). • Specific plan is outlined regarding the hiring of staff for years 1, 2 and 3, taking into account the planned expansion on Aroostook County.
<ul style="list-style-type: none"> • ACAP has a standardized on-boarding procedure
<ul style="list-style-type: none"> • Have a vast population of qualified individuals to draw from. • Value recruitment through civic groups (Rotary, Kiwanis) and public advocacy groups (Aroostook Partners for Progress) • Will hold regular coalition meetings and maintain roster.
<ul style="list-style-type: none"> • No mention of the Kindergarten Entry Assessment Project (a.i.) • Described responsibilities of the transition group.(a.ii) • No mention of active member of the Community Coalition (a.iii)
<ul style="list-style-type: none"> • Community Coaches will support CCPs to establish practices and protocols. • ACAP is trained in establishing plans. • Providers will have access to technical assistance across their communities • Inclusion of emergency response, health and safety plans in transition planning. • Budget funds have been allocated to support providers to make program improvements to meet childcare licensing and safety codes. • Providers will receive flex funds to meet these emergency or unexpected costs. • Providers will also be eligible for Anchor Payments based on dose and duration of services and center or home provider status. • Incentives also include funding for educational toys, supplies and tablets for teachers to record observations and data collection. • Use of MRTQ health & safety training and the Head Start Health and Safety Screener.
<ul style="list-style-type: none"> • Enrolled families have the option to engage with an ACAP Family Coach to participate in a Family Assessment and goal setting. • Community Coach will support families in completion of developmental screenings. • Through CDS parents will receive support to enroll children in most appropriate, least restrictive environment for early education services • Community Coach will support CCPs and families in the transition to kindergarten.

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<ul style="list-style-type: none"> • Transportation and participating stipends will be available to encourage parents and support participation. • Social Networking Opportunities
<ul style="list-style-type: none"> • ACAP completed strategic plan in 2022. This included a list of community priorities and goals. • Continue to focus on staff development and support • ACAP remains flexible to adapt its priorities, program goals and objectives. • “One-Stop” delivery model for all customers • Access to a “mixed delivery system” allowing parent access to an early education system that best meets the needs of their family. • Practice Based Coaching • Developmental screening • Evidence and Research-based practice • ACAP will move to TSP (Teaching Strategies Gold) for this project. • Classroom Coaches, Family Coaches • Current Director of Programs and assigned fiscal analyst will oversee program budget and supervision.
<p>B. Year Two</p>
<ul style="list-style-type: none"> •
<ul style="list-style-type: none"> • Currently has partnerships with eight school districts in Aroostook County • Ongoing conversations with CCPs, SAUs and other community groups/parents, new supports will develop. • Businesses have expressed interest that this Pilot will support economic development of the area by developing new child care slots.
<ul style="list-style-type: none"> • Data collected will be used to measure school success, effective transitions and quality based CCPs. • Data collection will focus on : professional development, family engagement, assessment, health/safety practices, enrollment/participation and transition activities.
<ul style="list-style-type: none"> • CCPs and SAUs will be contacted to join Pilot. • Area employers are eager to support this pilot. • Intend to engage 2 tribal communities in Aroostook the project development.
<p>C. Year Three</p>
<ul style="list-style-type: none"> • Continue to grow pilot program. • Data will show what worked. • Understand that adjustment may be necessary in years 2 and 3

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<ul style="list-style-type: none"> • Through regular reports and meetings will provide data and information for the Department to form a plan for full State roll out.
<ul style="list-style-type: none"> • Supports all key components of Head Start • Operates QRIS Level 4 Childcare Programs • Fully immersed Whole Family Approach agency. • Aroostook Community Collaborative is an existing collaborative of business leaders and community service providers that meets monthly to explore community services and systems to meet the needs of the community. The ACC has common members with the First 4 ME pilot.
<ul style="list-style-type: none"> • Support providers around high quality through ongoing professional development and training • Increased school readiness • Identify and utilize KEA • Strengthen continuum of care for children and families • Children are up to date on EPSDT
<ul style="list-style-type: none"> • Met – P
<ul style="list-style-type: none"> • Met – P • Increase kindergarten readiness for all Aroostook children • Increase sustained, high quality childcare and early childhood education through supports to providers • Develop a coordinated system of support both statewide and local for providers and families. • Strengthen the consistent continuum of care for Maine families birth to school age
<ul style="list-style-type: none"> • Met – P • Child: ASQ Data, KEA's, kindergarten benchmarks. • Provider: QRIS ratings, Evidence based curriculum, Program quality assessment, Professional Development Plans • Family – satisfaction surveys, ASQ, Responsive referral data, Social and economic mobility increase as reflected by Family Assessment Data
<ul style="list-style-type: none"> • Met – P • ACAP will provide business office support • ACAP Management Team consists of Director, Program Coordinator of Education Services, Program Coordinator of Family Engagement & Health, 2 Education Specialists and multiple other early education professionals.
<ul style="list-style-type: none"> • Met - P

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<ul style="list-style-type: none">• Met - P
<ul style="list-style-type: none">• Met- P

Section VII. Proposed Budget
<ul style="list-style-type: none">• Met
<ul style="list-style-type: none">• Met

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EVALUATOR DEPARTMENT: DHHS – OCFS -ECE

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Individual Evaluator Comments:

Section I. Eligibility Requirements

- P – Yes, the Community Contractor is considered a nonprofit organization.
- P - Proof was provided through the Department of the Secretary of State, Bureau of Corporations, Elections & Commissions

Section II. Priority Population

- P – ACAP plans to serve the Limestone/Caribou region in the first year. At Limestone Community School, 82% of the children in the school district qualify for free and reduced meals. ACAP then plans to expand to the St. John Valley (Fort Kent, Madawaska, Frenchville 49%,41%, 45% free/reduced meal eligibility respectively) and Presque Isle (51% free/reduced meal eligibility) in years two and three. The last cohort of schools and providers will be in the southern area of Aroostook to include Houlton (70% free/reduced meal eligibility) and Dyer Brook/Island Falls(56% free/reduced meal eligibility). Aroostook County has the second highest rate of children living in poverty in Maine
- P- It was noted that ACAP has an SAU eager to participate and that the school board there has approved the participation. There is also a child development center in the area they will be able to work with.

Section III. Community Coalition Engagement

- Met
- Met
- P – A principal of an elementary school was listed in this section.
- P – ACAP already has many partners in the community that they work collaboratively with on a regular basis. They reached out to many of these

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partners to inform them about the First4Me program and offered them coalition seats that fit with their work focus or area of interest and the opportunity to participate in coalition meetings to prepare the application and establish the project upon award. It was further noted that coalition members understand the commitment necessary to establish First4Me.

- P – Coalition members represent all areas of Aroostook which will benefit on-going project development.
- P- ACAP is continuing conversations with other groups to recruit interested parties if coalition seats open in the future and feel they have an interested and active pool of individuals willing to engage directly or indirectly in project development and future success.
- P- The project budget includes incentive payments for provider and parent participation.

Section IV. Participant Enrollment Provision

- P – ACAP has an area already selected to start their pilot in the first year and will focus on this cohort. They indicated that they are skilled and knowledgeable in developing applicant screening criteria using Head Start eligibility criteria and will use this practice for First4Me.
- P – ACAP indicated that At-Risk will include income at or below 185% of poverty and/or special needs of the child, homelessness, addiction or domestic violence impacted family or involvement of CPS (not inclusive list of risk factors). The At-Risk criteria will be applied as well as verification that the applicant child is enrolled in a licensed childcare facility, as documented by State of Maine Child Care Licensing.
- P - Participant Stipends will be available through grant funding to encourage families to participate in developmental screenings, health/behavioral health/dental screenings and parent engagement activities, including school transition activities. Additionally, ACAP will typically make referrals to Help ME Grow when working with families in order to access resources and services in the community and within the State.
- P - In addition to identifying children and families attending an identified Child Development Center in Limestone and ACAPs Early Care & Education Center in Caribou, they plan to reach out to one licensed home child care provider in Limestone to offer First4Me.
- P – ACAP indicated that they will evaluate the enrollment process in year two and three and identify any revisions necessary and course corrections will be made.

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- Q – Specific information was not provided regarding the enrollment process (the details of engaging and enrolling families)

Section V. Community Assessment

- P – ACAP provided some information regarding the needs of the community related to child care. It was particularly noted that licensed child care is limited in the area and that there needs to be expansion regarding the weeks of the year, days of the week and hours per day for the licensed child care that is available.
- N- There did not seem to be a specific assessment of the needs of eligible children related to health care and education, other than to say that while receiving child care in the First4Me they will receive it.
- P- ACAP wishes to use cross-collaborative efforts between programs to support a comprehensive service delivery model and a “one stop/no wrong door” approach.
- P – ACAP was able to provide the following to show how they could address needs outlined in Table 1 – First4Me pilot project components within the RFA (see the following three bullets).
- P - Service options noted include Home Visiting Services trained in Parents as Teachers Curriculum, Ages and Stages Questionnaire and the Ages and Stages: Social Emotional Questionnaire, COR Advantage which is an ongoing assessment tool to form goals for the child, with parent input to support the child’s strengths, needs and interests, Child Development System, specialized supports through Child Development Services to meet the needs of children with developmental delays or disabilities, technology options for families needing linguistic support, mental health support through local providers such as Aroostook Mental Health Center, and ECCP.
- P – ACAP noted multiple family engagement activities available to parents such as social networking, options for parent-to-parent opportunities, classroom volunteerism, memberships in Health Services Advisory Committee, the Parent Policy Council and the Parent Ambassador network.
- P-Family coaching services are available to families, including supporting parents with employment and education

Section VI. Community Action Plan

A. Year One

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<ul style="list-style-type: none"> • P – ACAP identified Limestone Community School, Head Start, RSU#39 partnership, Miss Jordyn’s child Development Program, and the one licensed family child care provider in Limestone. • Q – It was noted that the business community is interested in the development of new and expanded child care slots, but this was not specific.
<ul style="list-style-type: none"> • P –It appears that ACAP already has identified partners for year one and these partners are aware and stand ready to work in partnership to gather data. ACAP believes that baseline demographic and partnership agreements will be met within the first 180 calendar days of contract start. A list of what their MOUs will consist of was provided.
<ul style="list-style-type: none"> • P – ACAP outlined a plan to hire a community coach for year 1 of First4Me within 60 days of the contract start. • Q – ACAP plans to role out their program over three years, year 1 in Central Aroostook, year 2 in Northern Aroostook and year three, Southern Aroostook. As this is the case, they plan to hire a coach for year area as they are expanding in each area. Not all the coaches will be hired within 60 days of the start of the contract, only the coach that will be working for ACAP in phase/year 1. Specific information was not provided regarding the timelines for hiring the additional two coaches in year two and year three.
<ul style="list-style-type: none"> • Q – ACAP outlined their training process and listed trainings that staff would need to complete. It was not clear whether or not the information provided was to occur within the first 90 days.
<ul style="list-style-type: none"> • P – ACAP highlighted that they have many community connections that would support the continuity of their coalition if a member needed to step down. At this point, they have commitment that there is no plan for turnover in the next three years.
<ul style="list-style-type: none"> • Met – ACAP addressed each area listed above
<ul style="list-style-type: none"> • P – Community coaches will support CCPs to establish practices and protocols to address health and safety of children, staff and families. • P – A key component of transition from community programming to public school facilities will be inclusion of emergency response, health and safety plans in transition planning. – This aspect of transition planning is to reduce anxiety and prepare children and families for the next step in their educational experience. It was noted that these transition plans will be done with the SAUs. • P – It was noted that the Community Coalition would be used as technical assistance across communities as needs vary by facility and program design and there is expertise within the Coalition.

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<ul style="list-style-type: none"> • P- It was noted that CCPs would be supported in meeting project goals and increasing the quality of their program through the support of the community coach, flex funding and anchor payments.
<ul style="list-style-type: none"> • P – ACAP listed several activities/resources to support and engage families in the health, well-being and transitions of their children (ACAPs Health office staff, the community coach, immunizations, oral health, health insurance, medical/dental home, vision and hearing screenings, incentives for transportation, family coach, family assessment, ASQ, CDS, IEPs). • P – ACAP noted several connection opportunities including parent-to-parent opportunities, classroom volunteerism, membership in the Health Services Advisory Committee, the Parent Policy Council and Parent Ambassadors. • N – It does not appear that Barrier identification with local and or State responsive service referral process was addressed in this section • N – It does not appear that ensuring parents’ active participation representation on the Community Coalition was addressed in this section
<ul style="list-style-type: none"> • P – It was noted that in 2022 ACAP completed their strategic plan for 2022-2027 based on the Comprehensive Community Assessment completed in December of 2021, identifying the following goals: Increase access to affordable childcare • Increase access to safe and affordable housing • Enhance holistic Person-Centered health care • Strengthen employment opportunities and practices • Increase access to transportation • P – A detailed description was provided as to how current supports and services will be utilized. It appears that First4Me aligns with many of the current supports ACAP offers but adds the support of community coaches.
<p>B. Year Two</p>
<ul style="list-style-type: none"> • P – ACAP described how to increase partners in year two. • N – ACAP didn’t specifically address maintaining key community relationships.
<ul style="list-style-type: none"> • P – ACAP highlighted that they have well established partnerships already that will help support them in identifying new supports and key community stakeholders. They believe that as the First4Me program develops and gains traction, this will support the recruitment of new community stakeholders. They also plan to have a project coordinator and to use an action plan to focus on this in the first year.
<ul style="list-style-type: none"> • Met • P - Areas that data collection will focus on are as follows: 1. Professional development to increase quality rating for CCP’s 2. Family Engagement: Tracking activities, referrals needed around services for families, including

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<p>intervention services. 3. Transition activities and success for children and families. 4. Assessment Data on children enrolled around academic readiness for school success. The pilot will focus on creating a screening tool that measures children’s development across all domains to inform effective planning and individualization of instruction for children. 5. Health and Safety Practices: meeting all regulatory expectations in the CCP environment, including the use of screeners for ongoing monitoring and programmatic improvement. 6. Enrollment and participation in the pilot program at each designated site.</p> <ul style="list-style-type: none"> • P - ACAP has a plan to add a data analyst to support the ongoing collection and management of data within the pilot program. Progress monitoring will be key to identify areas that may need to be reevaluated or adjusted to meet the needs of a specific service area or site. • P – Annually ACAP will complete an individualized community assessment to evaluate data collected regarding the community demographics and update the action plan to reflect community needs.
<ul style="list-style-type: none"> • P – ACAP plans to contact CCPs and SAUs across the county, asking them to join, as First4Me rolls out. They also plan to work with business leaders who are already interested in this project, to further engage the community. ACAP also noted that they will be reaching out to both the Houlton Band of Maliseet and Micmac Nation to offer participation in First4Me.
C. Year Three
<ul style="list-style-type: none"> • P – ACAP reports that they are open to use data from year one and two to continue progress and make course corrections as necessary.
<ul style="list-style-type: none"> • Met
<ul style="list-style-type: none"> • Met • P -ACAP noted that First4Me aligns well with their Head Start Whole Family Approach. They believe that sustainability of the project after year three will lie with partnership development as well as policy and practice development with community partners CCP’s and SAU’s. • P- ACAP programs already blend and braid funding streams and believes that in the future this would be done for First4Me too.
<ul style="list-style-type: none"> • P – ACAP described the following: higher level on rising star scale, increased school readiness skills for children and families, improved end of kindergarten scores, identify and utilize KEA, strengthen continuum of care for children and families, children are up to date on EPSDT • I – ACAP did not mention outcomes related to strengthening families

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT NAME: Aroostook County Action Program

DATE: 4/18/2023

EVALUATOR NAME: Tonya McVay

EVALUATOR DEPARTMENT: DHHS – OCFS -ECE

<ul style="list-style-type: none"> • P – ACAP provided a three year action plan that outlined expansion of the program throughout Aroostook County over the three years.
<ul style="list-style-type: none"> • P – ACAP outlined the measurable objectives provided by First4Me
<ul style="list-style-type: none"> • P – ACAP outlined the metrics provided by First4Me
<ul style="list-style-type: none"> • P – ACAP noted that their ECE Management Team consists of Director, Program Coordinator of Education Services (CLASS, COR Advantage, PQA, ASQ trained and credentialed), Program Coordinator of Family Engagement & Health (Family Centered Coach certified), 2 Education Specialists (CLASS, COR Advantage, PQA and ASQ trained and credentialed) and multiple other early education professionals and that they closely partner with CDS and Limestone Community School. They also have partnerships with other local schools including RSU 50, SAD1, RSU 39 and Valley Unified. They work closely with ECCP and behavioral health supports to staff, parents and children are available through the Mental Health Contract with Aroostook Mental Health Center. • P – ACAP further noted that they have access to state-of-the-art IT equipment, phone systems, office supports, video links and have office space within ACAP for the First4Me program.
<ul style="list-style-type: none"> • P- Letters from Miss Jordyn’s Child Development Center, Superintendent of Limestone Community School and the Superintendent of Valley Unified Educational Service Center were provided.
<ul style="list-style-type: none"> • N – This is cut and pasted from the Action Plan and does not meet all aspects of the directions for #7. For example, there is no detailed timeline or clear description of roles of project staff.
<ul style="list-style-type: none"> • Met

Section VII. Proposed Budget
<ul style="list-style-type: none"> • Met
<ul style="list-style-type: none"> • Met

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT NAME: Aroostook County Action Program

DATE: 04/18/2023

EVALUATOR NAME: Megan Swanson

EVALUATOR DEPARTMENT: DHHS / OCFS

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Individual Evaluator Comments:

Section I. Eligibility Requirements

- Yes.
- IRS determination letter provided, Secretary of State verification included.

Section II. Priority Population

- 50% of children enrolled in Aroostook County qualify for Free/Reduced Meals
- 30% of Aroostook Children reside with families that receive SNAP benefits.
- Participating SAU (Limestone Community School) reports 82% of enrolled children quality for Free/Reduced Meals. Highest FRLP rate of all area schools identified in application.
- Year two and three plans of extending reach and participation to include four additional SAUs with schools that report 50%, 49%, 41%, 45%, 51% and 70% and 56%, free / reduced lunch rates of respectively

Section III. Community Coalition Engagement

- Yes
- 12/12 roles identified in application
- Identified one additional individual. Role held is principal in area SAU. SAU identified as an interested participant in year two/three plan, however not currently participating.
- Applicant currently works with eight area SAU's to deliver public pre-k / head start services.
- Participated in initial interest meeting
- Identified other potential members: Aroostook Partners for Progress, Aroostook Community Collaborative, and Aroostook Public Health Council (Aroostook District Coordinating Council)

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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DATE: 04/18/2023

EVALUATOR NAME: Megan Swanson

EVALUATOR DEPARTMENT: DHHS / OCFS

- Applicant states future collaboration opportunities with interested and active pool of individuals outside of coalition

Section IV. Participant Enrollment Provision

- Applicant states two child care centers and one FCC will participate in First4ME year one with plans to extend to other parts of the county in year two with year three potentially adding home visiting
- Applicant states using Head Start as a guide for enrollment provision and eligibility determinations

Section V. Community Assessment

- No formal needs assessment referenced or process conducted
- Applicant states possible extended hours to satisfy family need. 66% of preschool children have all available parents working outside of the home
- Supporting on going training and professional development for inclusive practices
- A need for child care options in the Limestone Community, with work hours versus school hours
- Deepening the current family engagement opportunities including Parents as Ambassadors program and Whole Family Approach Family coaching as a bridge from Child Care settings to SAU environments
- Applicant states contractors health office will support community coaches and families to access resources including incentives and transportation as needed

Section VI. Community Action Plan

A. Year One

- Applicant proposes extending Head Start level supports to those children and families not eligible for Head Start, or able to access due to capacity.
- Support to CCPs to raise current star 1 level by the end of year three
- Support new staff in opening a classroom in Limestone area
- Business community interest in new slots and coordination with applicant as a leader in the ECE field.
- SAU of Limestone and RSU 39
- Building on current partnerships, and are initially ready to begin data collection in year one.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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DATE: 04/18/2023

EVALUATOR NAME: Megan Swanson

EVALUATOR DEPARTMENT: DHHS / OCFS

<ul style="list-style-type: none"> • Three staff members identified, with Community Coach as priority. Once awarded applicant is ready for recruitment and hiring practices to begin, with internal candidates being considered in the process. • Hiring plan in place for Year two and three for expansion purposes
<ul style="list-style-type: none"> • Applicant states their standardized onboarding process • Identifies in house and need for trainings
<ul style="list-style-type: none"> • Applicant states Family Engagement Coordinator will oversee expansion and maintenance of the CC in order to have a diverse and well represented coalition in year one and transition to coordinator in year two.
<ul style="list-style-type: none"> • Applicant states on current transition plans to expand to CCPs to broaden current practice • Identified the plan to create advisory groups in each elementary in order to deepen the work and transition systems allowing for local control
<ul style="list-style-type: none"> • Applicant states health and safety as a priority • First4ME budgets to allow for increase safety, improved equipment, materials and support education courses
<ul style="list-style-type: none"> • Access to applicant's health office staff in order to meet goals and needs • Incentives for transportation to provider barrier reduction • Applicant states building momentum on current partnerships with CDS
<ul style="list-style-type: none"> • 2021 needs assessment that informed applicants strategic plan 2022-2027 • First4ME aligns with applicant's goal number one and three. • Collaborative efforts to current practice to enhance goals
<p>B. Year Two</p>
<ul style="list-style-type: none"> • Expansion to additional SAUs, providers in an intentional norther, central and southern region of the county • Establish new CCPs and raise quality of current providers • Develop new child care slots in order to support economic development
<ul style="list-style-type: none"> • Pre-school Partnerships and unite CCPs and K-12 school environments
<ul style="list-style-type: none"> • Use of Year One data used by coalition to determine if there are additional strategies that are needed or changes that need to be made in data collection or implementation
<ul style="list-style-type: none"> • Conversations currently with business partners including Dead River and Aroostook Partners for Program • Applicant intends to engage the two tribal communities in Aroostook in the project development. The Houlton Band of Maliseet and Micmac Nation are located within the southern (year 3) and central (year 1) region of Aroostook.

**STATE OF MAINE
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EVALUATOR NAME: Megan Swanson

EVALUATOR DEPARTMENT: DHHS / OCFS

<p>We will offer opportunities for children within the reservation community to be participants in the project. Through participating in school and community events and promoting school readiness</p>

C. Year Three

<ul style="list-style-type: none"> • Expansion into southern Aroostook area, building relationships with Houlton and southern Aroostook CCPs

<ul style="list-style-type: none"> • The applicant plans to collect antidotes and data that will influence how we adapt and adjust program plans and goals moving forward. • Applicant is looking to connect with Pilot Projects from across the State to meet regularly to share key learnings, to synthesize process to eventually form a statewide plan for delivery of First 4 ME as we move out of the Pilot phase

<ul style="list-style-type: none"> • The current Aroostook Community Collaborative (ACC) may adapt to be the coalition over time, as an efficient way to use resources • Blend and braid current funding
--

<ul style="list-style-type: none"> • Higher level on rising star scale: Pilot program will support providers around high quality through ongoing professional development and training to increase level on the Rising Star Scale. This includes increased knowledge of regulatory expectations set forth by Department of Health and Human Services. • Increased school readiness skills for children and families: Working with providers and SAU's to promote school readiness as well as supporting children around successful transitions will support school success. • Improved end of kindergarten scores: Access and enrollment in the pilot program will strengthen and support child's school success. • Identify and utilize KEA; Coalition will adopt evidence-based assessment tool to assess children's growth in all domains of learning. This tool will be aligned with the Maine Early Learning Domains of learning. • Strengthen continuum of care for children and families: Pilot program will continue to support the needs of families around hours of operation and access to high quality educational services. • Children are up to date on EPSDT: ongoing monitoring and support from the community coach around working with families to ensure that children have access to medical providers.

<ul style="list-style-type: none"> • Broken up by year, the applicant outlines site specific objectives
--

<ul style="list-style-type: none"> • Comprehensive measurable objectives aligned with First4ME's program goals. • Outlined 42 objectives
--

<ul style="list-style-type: none"> • Applicant provided measurement from pilot for evaluation
--

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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DATE: 04/18/2023

EVALUATOR NAME: Megan Swanson

EVALUATOR DEPARTMENT: DHHS / OCFS

<ul style="list-style-type: none">• The ACAP ECE Management Team consists of Director, Program Coordinator of Education Services, Program Coordinator of Family Engagement & Health 2 Education Specialists and multiple other early education professionals are on the team with First 4 ME Pilot Project staff.• In addition, the applicant partner with Child Development Services and Limestone Community School• Office space for community coach will exist within existing ACAP facilities in a shared space allocation agreement, which includes phone, office supplies, etc.
<ul style="list-style-type: none">• A Letter of Interest by Miss Jordyn's Child Development Center• A Letter of Support by the Superintendent of Limestone Community School. LCS School Board has approved the school's participation in First 4 ME.• A Letter of Support by the Superintendent of Valley Unified Education Service Center, including SAD#27 (Fort Kent), SAD#33 (Frenchville) and Madawaska School Department to participate in Year Two of the Pilot Project.
<p>Year 1:</p> <ul style="list-style-type: none">• Hiring of essential staff, onboarding, building relationships and understanding program needs and goals• End Year One actively engaging with 3 center based and/or family childcare programs in Limestone and Caribou, SAU's in Caribou and Limestone and up to 20 eligible children and families <p>Year 2:</p> <ul style="list-style-type: none">• Continue supports and deepen relationships with year one CCP's and SAU's• Expand to Northern Aroostook• Strengthen parent engagement connections between CCP's and SAU's to promote parent decision making, goal setting and two-way communication, all in a culturally sensitive way, responsive to family needs• End Year Two actively engaging with one center and/or two family CCP's in St. John Valley, 3 Valley Unified School Districts and an additional 20 eligible children and families (in addition to Year One programs and participants) <p>Year 3:</p> <ul style="list-style-type: none">• Continue family, provider and community support focused stability efforts for First 4 ME• Identify key learnings and plan for sustainability •• Expand to southern Aroostook country• Across Aroostook County engage 10 families in home visiting First 4 ME program services

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EVALUATOR DEPARTMENT: DHHS / OCFS

- | |
|---|
| <ul style="list-style-type: none">• At the end of Year Three, First 4 ME Team includes, Partnership Program Coordinator (trainer and Community Coach), 2 Community Coaches, Data Compliance Analyst, Navigator, Home Visitor. |
| <ul style="list-style-type: none">• The applicant and the Aroostook Community Coalition will seek additional funding from state and other funding sources to enhance and grow this work• Business development is interested in support additional child care in the region |

- | |
|---|
| Section VII. Proposed Budget |
| <ul style="list-style-type: none">• Submitted |
| <ul style="list-style-type: none">• Submitted with justification for each line within all documented budget forms |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT NAME: Aroostook County Action Program

DATE: April 13, 2023

EVALUATOR NAME: Marcy Whitcomb

EVALUATOR DEPARTMENT: Department of Education, Early Learning Team

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Individual Evaluator Comments:

Section I. Eligibility Requirements
<ul style="list-style-type: none"> • Yes
<ul style="list-style-type: none"> • Met

Section II. Priority Population
<ul style="list-style-type: none"> • In Aroostook County, 50% of children are FRL – these are further broken down by school and program; 19% in poverty (2nd largest in ME); 30% receive SNAP • Providers include: Limestone Community School, Miss Jordyn’s, and will expand in following years across the county to incorporate all schools

Section III. Community Coalition Engagement
<ul style="list-style-type: none"> • Met
<ul style="list-style-type: none"> • Met
<ul style="list-style-type: none"> • One listed as an elementary school principal in PI
<ul style="list-style-type: none"> • Met on all aspects, including plans and interactions with perspective coalition members if a seat opens up during the pilot

Section IV. Participant Enrollment Provision
<ul style="list-style-type: none"> • Head Start eligibility criteria will be used ensuring participants are at-risk as shown by being at or below 185% of the poverty line, children with special needs, homelessness, addiction or DV impacted and/or involvement with CPS; it is stated that this is not an inclusive list. • Other criteria will be verification of child enrollment in a licensed cc facility • Various screenings will be completed • Plan for year one with identifying children in specific programs, with evaluation of the enrollment process for years 2 and 3

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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EVALUATOR NAME: Marcy Whitcomb

EVALUATOR DEPARTMENT: Department of Education, Early Learning Team

- It is unclear how families will enroll, what the process is for families and how the enrollment process will be accessible and equitable

Section V. Community Assessment

- There is assessment of % of working families who need work-day childcare
- Trends, data and statistics are mentioned, but only workforce family percentages mentioned
- There is discussion of the number of family engagement activities available and listed
- Transportation is listed as a need

Section VI. Community Action Plan

A. Year One

- Met
- Met with discussion of employing MoU's for the partnership agreements fully outlined
- Link to PDF does not work
- Met, including following plan into years 2 and 3
- Met
- Met
- Unmet: K checklists are mentioned, but not the KEA project; no continuum of support into the fall of transition year; data of K benchmarks not clear
- Met
- Unmet: no mention of active participation on the Community Coalition
- Met

B. Year Two

- Met
- Met
- Met
- Met

C. Year Three

- Met
- Met
- Met
- Met
- Met

**STATE OF MAINE
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EVALUATOR NAME: Marcy Whitcomb

EVALUATOR DEPARTMENT: Department of Education, Early Learning Team

<ul style="list-style-type: none">• Met
<ul style="list-style-type: none">• Met
<ul style="list-style-type: none">• Met
<ul style="list-style-type: none">• Met
<ul style="list-style-type: none">• Unmet; proposed timeline is simply “end of year (insert year number) without a yearly timeline broken out
<ul style="list-style-type: none">• Met

Section VII. Proposed Budget
<ul style="list-style-type: none">• Met as included spreadsheet, but the link provided does not open
<ul style="list-style-type: none">• Met

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT NAME: Lewiston Auburn Metropolitan Chamber of Commerce Foundation

DATE: 18April2023

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS/OCFS

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Individual Evaluator Comments:

Section I. Eligibility Requirements
<ul style="list-style-type: none">• Yes
<ul style="list-style-type: none">• Articles of Incorporation provided• IRS 501c3 document provided eff date 8/29/2016
<ul style="list-style-type: none">• Provider did not follow submission instructions; 'Applications must be submitted as a single, typed, WORD file and must include...'
Section II. Priority Population
<ul style="list-style-type: none">• Provider indicates approximately 70% of Auburn and 99% of Lewiston student receive free or reduced lunches based on data from CACFP.• Provider indicates YMCA and YWCA will have several teachers start F4M in 2023, anticipating that all teacher will be part of project by 2025.• ? Are any SAUs involved?• Provider indicates long-time FCCP part of Daycare Connections offers training to over 40 FCCPs where she'll be able to present information about F4M to those providers in 2024 to determine if more interested FCCPs?• ? Any other providers in the community?
Section III. Community Coalition Engagement
<ul style="list-style-type: none">• Bidder indicates yes• Bidder identified each category.;; and
<ul style="list-style-type: none">a. Statewide CC Workforce Initiativesb. Cooperative Development of New Maine CC Programsc. Local Representative of Cooperative Developmentd. Diversity, Equity, Inclusion, & Disability Consultant• Provider identified above.

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DATE: 18April2023

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS/OCFS

- Bidder indicated Coalition meeting since September in preparation for this grant.
- Bidder indicates members understand this is a minimum 3-yr. commitment and will be signing MOUs if grant awarded to solidify pledge to continue to meet regularly.

Section IV. Participant Enrollment Provision

- Bidder indicates CCPs will have a form that includes qualifications for child's eligibility; parents will check if they qualify based on income or child's identified special needs, and sign commitment to participate.
- ? will CCPs or Bidder ensure that qualifications were indeed met?

Section V. Community Assessment

- ? was there an assessment conducted and report developed?
- Bidder indicates Androscoggin County area data: According to the 2022 County Data Profiles from Maine Children's Alliance, second lowest rate of prenatal care, third lowest rate of students graduating high school (76.9%, a drop from 80.1% in 2021), and the highest chronic absenteeism rate. AC's 4th grade reading rate 15th of 16 counties statewide.
- Bidder indicates ACEs (list of potentially traumatic events that occur during childhood and increase likelihood of negative health and behavioral outcomes later in life) was most frequently mentioned health indicator in 2021 Maine Kids Count data. In 2019, 22.5% of high school students in AC reported having experienced four or more adverse childhood experiences. Currently, AC reported rate of 17% child abuse. Poverty was the second most frequently mentioned health indicator in AC. Approximately 70% Auburn and 99% Lewiston students receive free or reduced lunches based on data from CACFP. The state child poverty level 12.8%; AC 15.6% and is steadily increasing.
- Bidder indicates percentage of parents in the workforce with children under age 6 is 77.5% with a state average of 70.1%. US Census Bureau -19% of families in Lewiston do not have English as their first language which can be a challenge for childcare providers and schools. Bidder indicates - 2022 Maine Shared Community Health Needs Assessment

Section VI. Community Action Plan

A. Year One

**STATE OF MAINE
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EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS/OCFS

<ul style="list-style-type: none"> Bidder indicates partnerships will exist with all Coalition members and particularly: Promise ECC, YMCA, YWCA, Happy Little Paradise, Hold My Hand Child Care, L-A Public Schools, CDS, Sandcastle CES, Pine Tree Society EEP, and Tree St Youth.
<ul style="list-style-type: none"> Bidder indicates obtaining baseline demographics will happen when F4M Coordinator meets with CCPs with form for parents to sign.
<ul style="list-style-type: none"> Bidder indicates L-A is in the fortunate position of being able to contract with the local HS coaches who are already trained; strong interest in the F4M Coordinator position which will enable the essential staff to be in place in 60 days.
<ul style="list-style-type: none"> Bidder indicated: See Appendix H: Implementation Plan and Role Descriptions.
<ul style="list-style-type: none"> Bidder indicates with funding from Sewall Foundation, F4M L-A is able to support a facilitator to work with the F4M L-A Coordinator in creating ongoing agendas / continuous contact w/Coalition which is already well established.
<ul style="list-style-type: none"> It was noted to see Appendix E: Community Action Plan
<ul style="list-style-type: none"> Did not address all components.
<ul style="list-style-type: none"> Did not address
<ul style="list-style-type: none"> Bidder indicates please see above in this Appendix C Application (The F4M L-A Community Needs Assessment is found in this application under V. Community Needs)
<p>B. Year Two</p>
<ul style="list-style-type: none"> Bidder indicates Coalition set up and supported by Sewall; already been sharing ideas and work of grant preparation and considering who else in community is needed to support this effort.
<ul style="list-style-type: none"> Bidder indicates due to F4M L-A Coordinator participating in local advisory meetings that are relevant to project, Coalition will have a 'finger on the pulse' of the needs and resources in their community.
<ul style="list-style-type: none"> Bidder indicates with HS Coaches in project who have effectively made changes in their program based on data, feels confident will have the guidance necessary for continued progress.
<ul style="list-style-type: none"> Bidder indicates Please see Appendix E Community Action Plan.
<p>C. Year Three</p>
<ul style="list-style-type: none"> Bidder indicates F4M L-A work w/Evaluator to determine course corrections, and feedback from CCPs on professional development plans, progress on ASQs, TSGs and CLASS tool and conversations with Family Network will support continued efforts to achieve the goals of F4M.

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<ul style="list-style-type: none"> • ? Expansion
<ul style="list-style-type: none"> • Bidder indicates support from the L-A cities, Community BG funds, Congressional Directed Spending, Maine Community Foundation, Sewall Foundation, Simmons Family Foundation, collaboration with HS program funding, and local business support.
<ul style="list-style-type: none"> • Bidder indicates F4M L-A believes providing opportunity to attend national training on the School Family will be the kick start needed support teachers in integrating evidenced-based social emotional skills in their classrooms. • Bidder indicates stipend support to all involved with F4M LA, along with opportunities to celebrate progress, will go a long way toward reaching the outcome of raising the quality of early childhood education.
<ul style="list-style-type: none"> • Bidder indicates See Appendix E Action Plan.
<ul style="list-style-type: none"> • Bidder indicates showing progress in: CCPs professional development, results of ASQs, TSGs, and KEAs, climate surveys for CCPs and families
<ul style="list-style-type: none"> • Bidder indicates see above.
<ul style="list-style-type: none"> • Bidder indicates F4M L-A has MANY resources available through Coalition members which already include sharing of staff for coverage and partnering on transportation.
<ul style="list-style-type: none"> • Bidder provided
<ul style="list-style-type: none"> • Bidder indicates see Appendices E & H
<ul style="list-style-type: none"> • Bidder indicates Sewall Foundation already supporting project and plans to continue. Anticipate that positive growth in children reflected in data be used to encourage local businesses to sponsor F4M as well as organizations such as Maine Community Foundation, and nationally Congressional Directed Spending could be requested.

Section VII. Proposed Budget
<ul style="list-style-type: none"> • Form 1 Revenue Summary is blank • ? Form 3 Personnel Why are CCP Stipends listed in this section? • Form 5 Line 8 Capital Equipment Purchase – Identify which positions beyond teachers are receiving laptops and tablets. • Form 5 Line 8 – Capital Equipment Purchase - This is generally on the materials/supplies line, as it must meet capital equipment guidelines. • Form 5 Line 19 Material/Supplies – break out costs of each. What are the classroom equipment upgrades? What is being purchased for general supplies? What are replacement fees? What are the consumables for classrooms?

**STATE OF MAINE
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EVALUATOR DEPARTMENT: DHHS/OCFS

- Form 5 Line 25 – What kind of consultants?
- Form 5 Line 26 What is the estimated cost based on?
- Form 5 Line 27 Technology Services/Software – What are these costs based upon?
- Form 5 Line 30 – Break out costs of each. What do the training costs include, how many trainings, etc.? What are the Family Advocacy Events?
- Form 5, Line 31 – Please identify unknown costs.
- Form 5A blank
- Budget missing for Yr 2 and Yr 3 of project.
- Pro Forma ?

- Bidder indicates list of budget items considered by the whole Coalition.
- Bidder indicates CCPs will also support family involvement by having gift cards available for those who become 4FM L-A families. Gift cards cannot be purchased with State of Maine general funds or federal funding dispersed through the Department.
- Unclear what kinds of stipends school and CCPs will receive.
- ? Anchor payments, Enrollment Stipends, Discretionary Fund, Participation Stipends?
- Bidder indicates Flex spending at 7.5% seemed reasonable based on the Budget group's experience.
- Bidder indicates, '...Community Contractor, will coordinate any financial or service audits with the support of the Coalition for an administrative rate of 15%.' Where is this included in the budget spreadsheet?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT NAME: Lewiston Auburn Metropolitan Chamber of Commerce Foundation

DATE: April 18, 2023 (Section I. Eligibility Requirements); and April 24, 2023

EVALUATOR NAME: Tina Mann

EVALUATOR DEPARTMENT: OCFS

Instructions: *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Facilitator for this RFP.*

Individual Evaluator Comments:

Section I. Eligibility Requirements
<ul style="list-style-type: none">On Appendix C states it is a nonprofit organization.
<ul style="list-style-type: none">Provided copy of letter from IRS dated 1/30/17, determined to be a public charity under 170 (b) (1) (A) (vi)

Section II. Priority Population
<ul style="list-style-type: none">Poverty 2nd most frequently mentioned health indicator for Andro. County.70% Auburn and 99% of Lewiston students receive free or reduced lunches based on data from the Child and Adult Care Food Program.YMCA/YWCA will be having several teachers start the Pilot, anticipating that all of the teachers will be part of this project by '25. One provider is part of a group known as Daycare Connections that offers training to over 40 family child care providers in the community.

Section III. Community Coalition Engagement
<ul style="list-style-type: none">Yes
<ul style="list-style-type: none">Met
<ul style="list-style-type: none">Met
<ul style="list-style-type: none">A coalition has been meeting since Sept. '22 in preparation for this grant. Coalition members understand this is a 3 year commitment and will be signing MOUs.

Section IV. Participant Enrollment Provision
<ul style="list-style-type: none">Met

Section V. Community Assessment
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**STATE OF MAINE
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EVALUATOR DEPARTMENT: OCFS

- | |
|---|
| <ul style="list-style-type: none"> • Formed Androscoggin Early Childhood Coalition • Adverse childhood experiences, poverty, higher percentage of parents in the workforce than state average, language barrier, lack of coordinated services. • Focus on supporting childcare providers, teachers and families. |
|---|

Section VI. Community Action Plan
A. Year One
<ul style="list-style-type: none"> • Met
<ul style="list-style-type: none"> • Met (Coalition has been meeting since Sept. '22 and is in a position to sign a partnership agreement as soon as the grant is awarded.
<ul style="list-style-type: none"> • Will contract with local Head Start; strong interest in the First4ME Coordinator position.
<ul style="list-style-type: none"> • Q - Who is the Grant Manager? What is this role?
<ul style="list-style-type: none"> • Not sure that this was answered.
<ul style="list-style-type: none"> • Met
<ul style="list-style-type: none"> • Coordinator to do health/safety assessments (b.i.) • Coaches to do (b. ii, iii, iv, v)
<ul style="list-style-type: none"> • Creation of a Family Network. • Q - What is "State responsive service referral process"
<ul style="list-style-type: none"> • Met
B. Year Two
<ul style="list-style-type: none"> • Coalition is set up and supported by Sewall. • Child Care Providers and Schools are well established.
<ul style="list-style-type: none"> • Coordinator participates in local advisory meetings that are relevant to project.
<ul style="list-style-type: none"> • Met
<ul style="list-style-type: none"> • Met – detailed goals
C. Year Three
<ul style="list-style-type: none"> • Met – will work with Evaluator to determine course corrections.
<ul style="list-style-type: none"> • Met - Coordinator will work with Coalition facilitator
<ul style="list-style-type: none"> • Met
<ul style="list-style-type: none"> • Raising the quality of early childhood education
<ul style="list-style-type: none"> • Met
<ul style="list-style-type: none"> • Showing progress in child care provider's professional development • Results of ASQs, TSGs and KEAs • Climate Surveys
<ul style="list-style-type: none"> • Met

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

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EVALUATOR NAME: Tina Mann

EVALUATOR DEPARTMENT: OCFS

<ul style="list-style-type: none">• Sharing of staff for coverage, partnering on transportation
<ul style="list-style-type: none">• Met
<ul style="list-style-type: none">• Met
<ul style="list-style-type: none">• Sewall Foundation• Potentially local businesses, organizations, foundations and Congressional Directed Spending

Section VII. Proposed Budget
<ul style="list-style-type: none">• Met
<ul style="list-style-type: none">• Met

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT NAME: Lewiston Auburn Metropolitan Chamber of Commerce Foundation

DATE: 4/18/2023

EVALUATOR NAME: Tonya McVay

EVALUATOR DEPARTMENT: DHHS – OCFS - ECE

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Facilitator for this RFP.*

Individual Evaluator Comments:

Section I. Eligibility Requirements
<ul style="list-style-type: none"> • P – Yes, the Community Contractor is considered a nonprofit organization.
<ul style="list-style-type: none"> • P - Proof was provided through an IRS verification form

Section II. Priority Population
<ul style="list-style-type: none"> • P - The LA Metro Chamber of Commerce Foundation plans to serve the Lewiston/Auburn area. Approximately 70% of Auburn and 99% of Lewiston students receive free or reduced lunches based on data from the Child and Adult Care Food Program (CACFP). The state child poverty level is 12.8%, yet Androscoggin County sits at 15.6% and is steadily increasing. • I - Both the YMCA and the YWCA will be having several teachers start First4ME in 2023, anticipating that all of their teachers will be part of this project by 2025. The three individual providers in the Cooperative will be able to become peer mentors for several other New Mainer childcare programs in the process of being licensed.

Section III. Community Coalition Engagement
<ul style="list-style-type: none"> • P - Yes
<ul style="list-style-type: none"> • Met
<ul style="list-style-type: none"> • P - LA Metro Chamber of Commerce Foundation added 4 more individuals in this area, to include a Sr. Program Director at CEI Workforce Solutions, A Director of Business Services from the Cooperative Development Institute in Maynard MA, and a Program Specialist at CEI and a Trainer/Contractor at Diversity, Equity, Inclusion & Disability Consultant.
<ul style="list-style-type: none"> • P- The coalition has been meeting since September in preparation for this grant. LA Metro Chamber of Commerce Foundation noted that the coalition is

**STATE OF MAINE
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RFA #: 202211187

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DATE: 4/18/2023

EVALUATOR NAME: Tonya McVay

EVALUATOR DEPARTMENT: DHHS – OCFS - ECE

a committed group of professionals who understand this is a minimum 3 year commitment and they will be signing MOUs upon award to solidify their pledge to meet regularly.
--

Section IV. Participant Enrollment Provision

- Met – the following plan was outlined: CCPs will have a form that includes the qualifications for a child’s eligibility and describes the First4ME plan and the Family Network. Parents will check if they qualify based on income or their child’s identified special needs, and sign their commitment to participate.

Section V. Community Assessment

- P – A needs assessment was provided that offered a great deal of information about the needs of the L-A population related to families, children, child care providers and the workforce.
- N – It was not clear that in providing information regarding the needs assessment that Table 1 was used as a guide. Many of the needs in Table 1 were not specifically addressed.

Section VI. Community Action Plan

A. Year One

- P – LA Metro Chamber of Commerce Foundation provided the following partnerships: Promise ECC, YMCA, YWCA, Happy Little Paradise, Hold My Hand Child Care, Lewiston and Auburn Public Schools, CDS, Sandcastle CES, Pine Tree Society EEP, Tree St Youth.
- P – It was noted the coalition has been meeting since September 2022 so partnership agreements could be signed as soon as the grant was awarded.
- Q – It was noted that baseline demographics would happen when the First4Me Coordinator meets with all CCPs with the form for parents to sign, however, a timeframe was not provided for this.
- P – It was noted that First4ME LA is in the fortunate position of being able to contract with the local Head Start coaches who are already trained; and there is strong interest in the First4ME Coordinator position which will enable the essential staff to be in place in 60 days.
- I - This was answered by asking reviewers to see Appendix H Implementation Plan and Role Descriptions
- P – From the implementation plan it appears that a Grant Manager will be hired, MOUs will be written for contracting partners and there will be a kick off

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202211187

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DATE: 4/18/2023

EVALUATOR NAME: Tonya McVay

EVALUATOR DEPARTMENT: DHHS – OCFS - ECE

<p>training for coaches, families, CCPs, SAUs with a national trainer within the first 90 days.</p>
<ul style="list-style-type: none"> • I - The L-A Metro Chamber of Commerce Foundation noted that with funding from Sewall Foundation, F4M LA is able to support a facilitator to work with the F4M LA Coordinator in creating on-going agendas and continuous contact with the Coalition which is already well established.
<ul style="list-style-type: none"> • P – Information was provided indicating there will be a strong focus on developing a consistent “School Family” language and strategies through Dec 2023 and ensuring communication is happening between CCPs and SAU with families being given on-going information about the School Family approach and ways to support their children. A plan would be for work to begin on the KEA in January 2024. • N – It does not appear that 3, 4, iii. or iv. were addressed. • N – it was noted to see Appendix E Community Action Plan but guidance was not provided as to where to look within the Action Plan.
<ul style="list-style-type: none"> • N – It was noted that there will be a coordinator who will be able to do health & safety assessments and response plans with all CCPs, while the Coaches will be focused on increasing the quality of programming and supporting the CCPs and families in identifying specific needs of individual children, however, most of the areas listed in 6b were not addressed.
<ul style="list-style-type: none"> • N- Limited information provided to address the above. It was noted that “Interested family members from each CCP will encourage parents to create a F4M LA Family Network with the support of the F4M LA Coordinator. This network will inform the Coalition of needs they have, as well as support the families with identified statewide and community resources.” For example: barrier identification with local and or State responsive service referral process and ensuring active participation representation on the Community Coalition were not referenced in the answer.
<ul style="list-style-type: none"> • I – L-A Metro Chamber of Commerce Foundation noted “Please see above in this Appendix C Application (The F4M LA Community Needs Assessment is found in this application under V. Community Needs)” • I – The community needs assessment outlined that “Based on this needs assessment information, this grant will focus first on supporting the childcare providers, teachers and families by offering research-based social emotional learning. This will allow for the relationship building and self-regulation development that is essential for academic learning.”
<p>B. Year Two</p>

**STATE OF MAINE
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DATE: 4/18/2023

EVALUATOR NAME: Tonya McVay

EVALUATOR DEPARTMENT: DHHS – OCFS - ECE

<ul style="list-style-type: none"> • P – L-A Metro Chamber of Commerce Foundation indicated that their CCPs and schools are well established and already identifying new providers preparing to be licensed. They added that the coalition is also already set up and supported by Sewall to be a working collaborative. They worked together on grant preparation and are considering who else in the community is needed to support this effort. They feel they have the breadth within the coalition to continually reflect on the community from all angles.
<ul style="list-style-type: none"> • P – It was noted that they would have a coordinator participating in local advisory meetings that are relevant to the project (i.e. Maine Families, Prevention Council, CMCC ECE Advisory, etc.) to maintain an understanding of needs and resources in the community. • N – identifying key community stakeholders was not specifically addressed. • Met
<ul style="list-style-type: none"> • N – It was noted “Please see Appendix E Community Action Plan” but there was not reference to a specific section or sections to look at. • P – It was noted in Appendix E that “A marketing plan will be developed that highlights the important benefits of this pilot and works as a recruitment tool for providers and families. People will want to be part of F4M LA because it will be all inclusive and will truly support child care providers and families in a holistic way. Following the Whole Family approach, providers and families will have a layering of support that does not currently exist. To provide this support F4M LA is budgeting for the following: First4ME Coordinator, Community Coaches, Family Advocate (Year 2 and/or 3 if needed), Family Network Stipends, Child Care Provider Stipends, SAU Staff Stipends, School Family Events, Materials & Supplies, Flex Funding • P – It was noted that CCPs would be supported with staffing gaps and for training time by possibly using interns
C. Year Three
<ul style="list-style-type: none"> • P – It was noted that L-A Metro Chamber of Commerce Foundation would look to the evaluator to determine course corrections and that feedback from the CCPs on their professional development plans, progress on the ASQs, TSGs and CLASS tool and conversations with the Family Network will support our continued efforts to achieve the goals of First 4 ME.
<ul style="list-style-type: none"> • N - Minimally answered. It was noted the F4M LA Coordinator will work with the Coalition facilitator to ensure every Coalition meeting looks at the progress on goals and potential new CCP participants.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202211187

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DATE: 4/18/2023

EVALUATOR NAME: Tonya McVay

EVALUATOR DEPARTMENT: DHHS – OCFS - ECE

<ul style="list-style-type: none"> • P – the following possibilities were identified: Support from the cities of Lewiston and Auburn, Community Block Grant funds, Congressional Directed Spending, Maine Community Foundation, Sewall Foundation, Simmons Family Foundation, collaboration with Head Start program funding, and local business support. It was further noted that with the local Chamber of Commerce being the Community Contractor, this allows for many other opportunities to inform local businesses of the program.
<ul style="list-style-type: none"> • I – It was noted that by providing the opportunity to attend a national training on the School Family will be the kick start needed to support teachers in integrating evidenced-based social emotional skills in their classrooms. Additionally, it was noted stipend support to all involved with F4M LA, along with opportunities to celebrate progress, will go a long way toward reaching the outcome of raising the quality of early childhood education
<ul style="list-style-type: none"> • N - It was noted to see Appendix E Action Plan but there was no guidance as to what part of this to specifically review. • Q - Although not specifically outlined/labeled, the action plan provides some support that the objectives are to increase Kindergarten readiness for all the children in Lewiston and Auburn, CCPs having the opportunity to develop their own professional development plans with support from their Coach, increased quality and higher QRIS levels, supporting expansion, to address the staffing gap, creating a truly coordinated system of support, supporting a core network of families to inform the work of the Coalition, to develop a tracking system that allows for a systematic effort to allow the group to see services and children's needs in a way that will ensure all families are supported and receiving a consistent continuum of care. • P – It was noted that L-A Metro Chamber of Commerce Foundation is also looking at supporting families with transportation and the program with tools and technology to address language barriers.
<ul style="list-style-type: none"> • P -Showing progress in: CCPs professional development, results of ASQs, TSGs, and KEAs, climate surveys for CCPs and families.
<ul style="list-style-type: none"> • N – It was just noted “see above”
<ul style="list-style-type: none"> • N – It was noted that L-A Metro Chamber of Commerce Foundation has “MANY” resources available through Coalition member but did not outline these other than to note sharing of staff for coverage and partnering on transportation.
<ul style="list-style-type: none"> • P - LA Metro Chamber provided letters of interest including from Happy Little Paradise (a Cooperative Child Care program), Hold My Hand Child Care,

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INDIVIDUAL EVALUATION NOTES**

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DATE: 4/18/2023

EVALUATOR NAME: Tonya McVay

EVALUATOR DEPARTMENT: DHHS – OCFS - ECE

<p>YMCA Auburn-Lewiston’s Board of Directors, YWCA Central Maine, Auburn School Department, Lewiston Public Schools</p>
<ul style="list-style-type: none"> • P - an implementation plan was provided. • N – The implementation plan did not provide a clear outline of the proposed project other than to say there would be a strong focus on Social Emotional training and relationship building w/support from Coaches. • P – General tasks were outlined by month and roles and responsibilities of some project staff were outlined such as the coaches, the coordinator and a family advocate. • N – It does not appear that responsibilities were outlined for all project staff, such as the Coalitions Mental Health Consultant or the Community/Fiscal Sponser.
<ul style="list-style-type: none"> • P – It was noted that Sewall Foundation is already supporting the project and plans to continue. There is also a plan to use data, if it supports positive growth to encourage businesses to sponsor First 4 Me as well as organizations such as Maine Community Foundation and nationally, Congressional Directed Spending.

Section VII. Proposed Budget
<ul style="list-style-type: none"> • Met
<ul style="list-style-type: none"> • Met

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT NAME: Lewiston Auburn Metropolitan Chamber of Commerce Foundation

DATE: 04/18/2023

EVALUATOR NAME: Megan Swanson

EVALUATOR DEPARTMENT: DHHS / OCFS

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Individual Evaluator Comments:

Section I. Eligibility Requirements

- Yes
- IRS determination letter included. Secretary of State verification included, articles of incorporation

Section II. Priority Population

- 70% of Auburn and 99% of Lewiston SAU receive Free / reduce lunch

Section III. Community Coalition Engagement

- Yes
- 12/12 roles filled
- Representation for New Mainer population
- Representation for Workforce development
- Representation for cooperative development
- Representation for DEI
- Some roles in coalition have more than one individual for representation
- Coalition has been meeting since September of 2022 in preparation for this possible opportunity
- Coalition members have agreed to sign MOUs in order to maintain commitment and engagement

Section IV. Participant Enrollment Provision

- CCPs will have a form for families to self-disclose, and inform families of First4ME program.

Section V. Community Assessment

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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APPLICANT NAME: Lewiston Auburn Metropolitan Chamber of Commerce Foundation

DATE: 04/18/2023

EVALUATOR NAME: Megan Swanson

EVALUATOR DEPARTMENT: DHHS / OCFS

- Over the past two years, 80 organizations participated in an engagement process that has created a three year community work plan.
- Two of the five priority areas in the community work plan (Workforce Access & Economic Development and Community Health & Wellness) specifically cited childcare as barriers to reaching the desired state.
- 22.5% of high school students in Androscoggin County reported having experienced four or more adverse childhood experiences.
- Androscoggin County is reported to have a rate of 17% child abuse.
- Poverty was the second most frequently mentioned health indicator in Androscoggin County. Approximately 70% of Auburn and 99% of Lewiston students receive free or reduced lunch
- the percentage of parents in the workforce with children under age 6 is 77.5% with a state average of 70.1%
- Pre-K teachers in Lewiston PSD have also voiced the need or desire to have more training and resources to manage children with high need
- Lewiston Auburn has 104 open active cases of infants and toddlers in Child Development Services (CDS)

Section VI. Community Action Plan
A. Year One
<ul style="list-style-type: none"> • Promise ECC, YMCA, YWCA, Happy Little Paradise Cooperative Child Care, Hold my Hand Child Care, Lewiston SAU, Auburn SAU, Tree Street Youth, Sand Castle CES
<ul style="list-style-type: none"> • The coalition in place since September 2022 • A plan for recruitment in place through CCP
<ul style="list-style-type: none"> • Strong interest in the position already • Will contract with local head start coaches to support the work
<ul style="list-style-type: none"> • Has a implementation plan with dates and tasks assigned
<ul style="list-style-type: none"> • Braided funding to support coalitions with a facilitator for agendas, and continuous contact to support coalition engagement
<ul style="list-style-type: none"> • Priority focus on school family language and social emotional skills • Working with the SAU to bridge through KEA
<ul style="list-style-type: none"> • Applicant will have a Coordinator who will be able to do health & safety assessments and response plans with all CCPs, • Coaches will be focused on increasing the quality of programming and supporting the CCPs and families in identifying specific needs of individual children.

**STATE OF MAINE
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DATE: 04/18/2023

EVALUATOR NAME: Megan Swanson

EVALUATOR DEPARTMENT: DHHS / OCFS

<ul style="list-style-type: none"> • Family Network support infrastructure in creation / in place
<ul style="list-style-type: none"> • The applicant will focus first on supporting the childcare providers, teachers and families by offering research-based social emotional learning. This will allow for the relationship building and self-regulation development that is essential for academic learning
<p>B. Year Two</p>
<ul style="list-style-type: none"> • Applicant states CCPs and schools are well established and are already identifying new childcare providers preparing to be licensed
<ul style="list-style-type: none"> • Applicant plans to have coordinator participates in local advisory meetings that are relevant to this project (i.e. Maine Families, Prevention Council, CMCC ECE Advisory) for coordinated efforts and additional members for coalition
<ul style="list-style-type: none"> • Sites working with Evaluator and other pilot sites in order to inform course correction or adjustment
<ul style="list-style-type: none"> • As the First4MApplicant sites Coordinator will become established in various local partnerships, attend meetings of the Prevention Council, Maine Families program, St. Mary's Nutrition Center, etc., and relevant statewide initiatives, including connections with Help Me Grow and other F4M Pilot Sites. The Coordinator will then have information to bring back to the regularly scheduled Coalition meetings to help in creating a truly coordinated system of support.
<p>C. Year Three</p>
<ul style="list-style-type: none"> • Sites evaluator, other measurements in order to inform changes or adaptations
<ul style="list-style-type: none"> • Coordinator will work with coalition to ensure progress
<ul style="list-style-type: none"> • Having the contractor being the chamber of commerce, there will be many opportunities for sustainability conversation and planning over the three years • Applicant sites several braided funding opportunities to support efforts moving forward
<ul style="list-style-type: none"> • National trainings on school family model • Social emotional skill and training • Stipend supports and raised quality initiatives
<ul style="list-style-type: none"> • Supporting CCPs • Bridging schools and CCPs with shared PD and support • Community Engagement and coordination • Transportation and Translation efforts to eliminate barriers
<ul style="list-style-type: none"> • Applicant states professional development, Screening and intervention, child outcomes and entry to Kindergarten
<ul style="list-style-type: none"> • CCPs professional development

**STATE OF MAINE
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DATE: 04/18/2023

EVALUATOR NAME: Megan Swanson

EVALUATOR DEPARTMENT: DHHS / OCFS

<ul style="list-style-type: none">• results of ASQs• TSGs• KEAs• climate surveys for CCPs and families
<ul style="list-style-type: none">• Current infrastructure for staff sharing, transportation, community coordination
<ul style="list-style-type: none">• Provided Four CCPs• Provided Two SAUs
<ul style="list-style-type: none">• Included with months and action steps
<ul style="list-style-type: none">• Sites Sewall Foundation current financial support and further support• Maine Community Foundation• Apply for federal funding for continued work

Section VII. Proposed Budget
<ul style="list-style-type: none">• Submitted with some pages in budget blank
<ul style="list-style-type: none">• Submitted and clear• 7.5% flex spending for miscellaneous expenses

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT NAME: Lewiston Auburn Metropolitan Chamber of Commerce Foundation

DATE: April 14, 2023

EVALUATOR NAME: Marcy Whitcomb

EVALUATOR DEPARTMENT: Department of Education, Early Learning Team

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Facilitator for this RFP.*

Individual Evaluator Comments:

Section I. Eligibility Requirements

- Yes
- Evidence is apparent, though not through the site listed above

Section II. Priority Population

- FRL is at 70% to 99% depending on town; Child poverty level for area is 2.8% higher than state average
- Childcare with connections to many others, YMCA and YWCA;

Section III. Community Coalition Engagement

- Yes
- Met
- Met
- Minimum 3-yr commitment outlined for Coalition members; meeting since September with what appears to be strong buy-in

Section IV. Participant Enrollment Provision

- Not met: Will have forms that outline eligibility, parents will check if they qualify; no mention of receiving care or requested home visiting services to family
- What is the process for verification of eligibility from the Coalition?

Section V. Community Assessment

- Met

Section VI. Community Action Plan

A. Year One

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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APPLICANT NAME: Lewiston Auburn Metropolitan Chamber of Commerce Foundation

DATE: April 14, 2023

EVALUATOR NAME: Marcy Whitcomb

EVALUATOR DEPARTMENT: Department of Education, Early Learning Team

<ul style="list-style-type: none"> • Met
<ul style="list-style-type: none"> • Partially met: the timeline and process are vague
<ul style="list-style-type: none"> • Partially met: regarding essential staffing, only states that there is a strong interest; cannot open the job description; no process mentioned for essential worker hires
<ul style="list-style-type: none"> • Not met: there does not appear to be an onboarding schedule or training schedule, but only an implementation schedule in Appendix H
<ul style="list-style-type: none"> • Met, but few details
<ul style="list-style-type: none"> • Met
<ul style="list-style-type: none"> • Partially met – does not discuss active members of the Coalition or transitioning plans with local SAU’s
<ul style="list-style-type: none"> • Met
<ul style="list-style-type: none"> • Met through appendices and Needs Assessment, as noted in application
B. Year Two
<ul style="list-style-type: none"> • Met
<ul style="list-style-type: none"> • Partially met – key community stakeholder discussed, but not identification of new supports other than being part of current advisory groups
<ul style="list-style-type: none"> • Not met: there is not a plan addressed to consider data analysis or necessary adjustments to action plan or proposed budget should that be necessary
<ul style="list-style-type: none"> • Met
C. Year Three
<ul style="list-style-type: none"> • Met
<ul style="list-style-type: none"> • Partially met: proposed plan to look at progress, but not to a plan/process focused on recommendations for expansion
<ul style="list-style-type: none"> • Met
<ul style="list-style-type: none"> • Focus is on one aspect of the anticipated outcomes
<ul style="list-style-type: none"> • Met
<ul style="list-style-type: none"> • Met
<ul style="list-style-type: none"> • Met
<ul style="list-style-type: none"> • Partially met: staffing and partnerships discussed; space and time not discussed in this space
<ul style="list-style-type: none"> • Met
<ul style="list-style-type: none"> • Met
<ul style="list-style-type: none"> • Met

Section VII. Proposed Budget

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT NAME: Lewiston Auburn Metropolitan Chamber of Commerce Foundation

DATE: April 14, 2023

EVALUATOR NAME: Marcy Whitcomb

EVALUATOR DEPARTMENT: Department of Education, Early Learning Team

<ul style="list-style-type: none">• Not met – the attached budget form is blank (appendix I)
<ul style="list-style-type: none">• Partially met as the budget form (appendix I is blank) so it is unclear whether or not each line item from the budget is explained and/or justified

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT NAME: United Way, Inc. d/b/a United Way of Southern Maine (fiscal sponsor of Portland ConnectED / Starting Strong)

DATE: 18April2023

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS/OCFS

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Facilitator for this RFP.*

Individual Evaluator Comments:

Section I. Eligibility Requirements
<ul style="list-style-type: none">• Yes
<ul style="list-style-type: none">• Printout (11April23) from Maine SOS CEC database indicating Nonprofit Corporation (T13-B) filing status.• Provider did not follow submission instructions completely; ‘Applications must be submitted as a single, typed, WORD file and must include...’ Bidder provided Budget pages as a separate document.
Section II. Priority Population
<ul style="list-style-type: none">• Does not appear that bidder calculated the Percentage of Economically Disadvantaged by using the total Children who qualify for reduced/free school lunch, divided by the total Children enrolled in the school programming, as indicated in the RFP.• Bidder indicates working with local SAU, Portland Public Schools, local Head Start, The Opportunity Alliance/
Section III. Community Coalition Engagement
<ul style="list-style-type: none">• Yes• Bidder identified each category.<ol style="list-style-type: none">a. Director, Portland Empoweredb. Director, Children’s Odysseyc. Executive Director, Youth and Family Outreachd. Director, St. Elizabeth’s Child Dev. Center, Catholic Charitiese. Parent• Bidder identified above

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202211187

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DATE: 18April2023

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS/OCFS

- Bidder indicates Portland ConnectED partners include over 60 organizations; two staff members regularly convene multi-sector group.
- Bidder indicates 14 meetings held over a 1-mo. Period with early childhood stakeholders and potential partners and participants (CCPs, Head Start Leadership-TOA, Portland Public Schools, SAU, etc.)
- Bidder indicates participants worked together to share data and build CNA. Draft program designs, action plans, and staff structures were developed which incorporated urgent community needs and feedback from SAU and CCPs.

Section IV. Participant Enrollment Provision

- Bidder described eligibility process – LCCP or F4Me Portland can perform.
- Bidder indicates Eligibility Determination Sheet utilization
- Bidder described enrollment process.

Section V. Community Assessment

- Bidder included relevant statistics regarding youth homelessness, community, early childhood education in Portland, public pre-K enrollment,
- Bidder indicates 607 students experiencing homelessness
- Bidder indicates a variety of research undertaken by Starting Strong: Contracted with USM, Data Innovation Project to research historic and current state of PreK classrooms; worked with School Readiness Consulting to design a strategic plan for pre-K expansion; partnered with MaineHealth and Maine Access Immigrant Network; and engaged Prenatal to Five Fiscal Strategies.
- Bidder indicated recommendations as a result of the research that align with First4Me.
- Bidder included data tables regarding high-quality CCPs capacity, barriers , family needs, etc.
- Portland Public Schools – 44% of students' families report that they qualify for free/reduced lunch.
- 53 languages spoken by PPS students and families.
- Bidder indicates work w/local TOA, in YR 1 and being contacting w/3 licensed CC Centers. Scale up to approximately 7 programs in YR 2 and 10 in YR3.
- Bidder indicates support 100 at-risk children and their families in YR 1, 150 children YR2, and 200 children in YR3
- Not all elements in Table 1 addressed

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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DATE: 18April2023

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS/OCFS

Section VI. Community Action Plan
A. Year One
<ul style="list-style-type: none"> • Bidder indicates partnerships with 3 accredited CCPs, TOA’s HS program, PPS, and other in community coalition.
<ul style="list-style-type: none"> • Bidder indicates supporting PPS to become accredited (Dual Language Lerner certification/endorsement for lead teachers in all programs), developing shared services, and aligning enrollment, registration, and transition practices.
<ul style="list-style-type: none"> • Bidder indicates will complete within first 90 days of contract start date, including enrolling eligible children and families.
<ul style="list-style-type: none"> • Bidder indicates all effort to hire core staff in first 30 days of contract start with recruitment and hiring into first quarter of contract year if qualified candidates not found immediately.
<ul style="list-style-type: none"> • Bidder indicated onboarding and training for F4M Program Director, Director of Teacher and Learning, and Family Support Coaches.
<ul style="list-style-type: none"> • Bidder indicates organization will positioned to facilitate and maintain a strong F4M CC. How will this occur?
<ul style="list-style-type: none"> • Bidder indicates completing items above.
<ul style="list-style-type: none"> • Bidder indicates completing items above.
<ul style="list-style-type: none"> • Provider included research regarding parent engagement advancing racial equity in early childhood. • Bidder indicates specifically including Portland’s BIPOC community in engagement activities. • Bidder indicated variety of parent engagement activities. • Bidder indicated including culturally appropriate foods. • Bidder indicated transportation supports will include bus tickets, strollers, etc. • Bidder addressed each item and provided narrative.
<ul style="list-style-type: none"> • Bidder responded to: a. The community needs, action, and implementation plan. • Bidder indicates facilitation of a peer-to-peer professional learning community focused on accreditation requirements. • Bidder indicates Family Support Coaches hired and supported by TOA – experience and expertise in Two-gen. • Bidder indicates two aspects of the F4M Portland pilot design will allow them to meet the goals and objectives.
B. Year Two

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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DATE: 18April2023

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS/OCFS

<ul style="list-style-type: none"> • Bidder indicates regular network and working group meetings, annual convenings, program visits, etc. • Bidder indicates process annual engage in re-examining group membership in light of goals and objectives.
<ul style="list-style-type: none"> • Bidder indicates history in community and efforts aimed at two-way engagement key in ability to easily identify new supports and stakeholders.
<ul style="list-style-type: none"> • Bidder indicated the data and metrics to be used to evaluate each goal in action plan.
<ul style="list-style-type: none"> • Bidder indicated leveraging an existing network of stakeholders to engage in these efforts.
C. Year Three
<ul style="list-style-type: none"> • Bidder indicated the data and metrics to be used to evaluate each goal in action plan.
<ul style="list-style-type: none"> • Bidder indicated will look at each goal and objectives and analyze level of success.
<ul style="list-style-type: none"> • Bidder indicates continue to see out grants, business sponsorships, and opportunities to align programming.
<ul style="list-style-type: none"> • Bidder indicates 4 outcomes.
<ul style="list-style-type: none"> • Bidder indicates objectives and outcomes.
<ul style="list-style-type: none"> • Bidder included bulleted list
<ul style="list-style-type: none"> • Bidder included bulleted list of tools and data sources.
<ul style="list-style-type: none"> • Bidder indicated fiscal sponsorship by UWSM enable the infrastructure already in place to readily facilitate financial support to providers. • Bidder indicates UMSW also includes space (meeting rooms, huddle rooms, kitchen/break room, etc. • .4 FTE of Starting Strong Director, .1FTE Portland ConnectED ED.
<ul style="list-style-type: none"> • Bidder included
<ul style="list-style-type: none"> • Bidder included • Years 2-3 timeline to be developed in Year 1 • Roles and responsibilities of project staff (Starting Strong, F4M Portland Program Director, Diretor of Teaching and Learning, Head Start Lead Partner-TOA, Family Support Coaches-TOA, Mental Health Coach, SAU Lead Partner, Family Child Care Consultant, Contracted CCPs)
<ul style="list-style-type: none"> • Bidder indicates will continue to seek out grants, business sponsorships, and opportunities to align programming.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202211187

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Section VII. Proposed Budget

- Form 3 Personnel for years 2 and 3 is missing.
 - Form 5 for years 2 and 3 is missing.
 - Form 5 Line 9 SUB-RECIPIENT AWARDS– Are these funds being contracted to another agency? Break out cost of each and indicate approx. how many? If subcontracting, indicate agencies and amount to each agency.
 - Form 5 Line 19 MATERIALS/SUPPLIES – Break out cost of each. How many laptops and what is included? What do the office supplies consist of? What’s being purchased for materials for family engagement events? How many events?
 - Form 5 Line 21 FOOD More specifics needed; generally, not an allowable expense, unless a required component of a program (i.e. child care center which provides a meal; shelter in which a meal is provided).
 - Form 5 Line 22 CLIENT-RELATED TRAVEL – State of Maine cannot reimburse for expense related to Uber, as there is no commercial insurance.
 - Form 5 Line 30 TRAINING/EDUCATION – approximately how many trainings, staff, etc.?
 - Form 5 Line 27 TECHNOLOGY SERVICES/SOFTWARE – How many staff will have software or subscriptions purchased?
 - Form 5, Line 31 MISCELLANEOUS – Approx how many children served? Is child care the only type of expense in this category. If there are others, please list.
 - Form 5A is blank and missing for years 2 and 3.
-
- Breakdown for Salaries, Community Coaches, Anchor Payments, Enrollment Stipends, and Flex Funds provided.
 - Basis for determining expenses not always clear.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT NAME: United Way, Inc. d/b/a United Way of Southern Maine (fiscal sponsor of Portland ConnectED / Starting Strong)

DATE: April 18 2023 (Section I. Eligibility Requirements only); April 24, 2023

EVALUATOR NAME: Tina Mann

EVALUATOR DEPARTMENT: Office of Child and Family Services

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Facilitator for this RFP.*

Individual Evaluator Comments:

Section I. Eligibility Requirements
<ul style="list-style-type: none">• Yes• Submitted SOS documentation, dated April 11, 2023
Section II. Priority Population
<ul style="list-style-type: none">• 9% of student population experiencing homelessness• 56% of student in pre-k and child care classroom are low-income; 42% are dual language learner, 22% are special education students and 8% are McKinney-Vento students.• Will work with local SAU, Portland Public Schools, local Head Start and The Opportunity Alliance.
Section III. Community Coalition Engagement
<ul style="list-style-type: none">• Yes• Met• Met• Starting Strong, Portland ConnectED• Strong community engagement – draws on community to generate ideas and move opportunities forward.
Section IV. Participant Enrollment Provision
<ul style="list-style-type: none">• Use of an eligibility determination sheet that list all criteria• Parents sign an agreement letter
Section V. Community Assessment

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT NAME: United Way, Inc. d/b/a United Way of Southern Maine (fiscal sponsor of Portland ConnectED / Starting Strong)

DATE: April 18 2023 (Section I. Eligibility Requirements only); April 24, 2023

EVALUATOR NAME: Tina Mann

EVALUATOR DEPARTMENT: Office of Child and Family Services

- | |
|---|
| <ul style="list-style-type: none"> • 11.8% of population live in poverty with 13.8% of children living in poverty. • Diverse city: 83% white, 9% Black; 4% Asian, 3% two or more races and 2.5% Hispanic or Latino. 13.1% is foreign born. • Barriers in meeting the needs of their staff, students and families....barriers to participation, expenses, transportation family mobility subsidy eligibility, language, etc. • Programs experience limitations as well. • There are 53 languages spoken in PPS • Starting Strong, First4ME Program Director and Family Support Coaches hired by The Opportunity Alliance. • Providing connections to employment and education supports, transportation, health care, child care and/or education services. • Ongoing screening and assessments |
|---|

Section VI. Community Action Plan
A. Year One
<ul style="list-style-type: none"> • Starting Strong, 3 accredited child care programs, Head Start and PPS • Developmental Screening Community Initiative, Maine Roads to Quality's Director's groups.
<ul style="list-style-type: none"> • Met
<ul style="list-style-type: none"> • Met • Community Coach position will be divided into separate roles within the project...the First4ME Director of Teaching and Learning and Family Support Coaches. • The number of Support Coaches reflect the number of eligible families. • Family Support Coaches hired and supervised by The Opportunity Alliance
<ul style="list-style-type: none"> • Met • Outlined in detail.
<ul style="list-style-type: none"> • Starting Strong has relationships with over 30 community partners. Well positioned to facilitate and maintain a strong community coalition. • Community Coalition will meet quarterly. • New members will be onboarded by Starting Strong leadership.
<ul style="list-style-type: none"> • Pre-K leadership staff at PPS partnered in the design process of this application.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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EVALUATOR NAME: Tina Mann

EVALUATOR DEPARTMENT: Office of Child and Family Services

<ul style="list-style-type: none"> • Split of Community Coach: Director of Teaching and Learning and Family Support Coach. • At least 1 representative of PPS will serve on a child transition planning team with representatives of the participating child care programs. • The transition planning team will plan activities to bridge communication with families, child care educators and early elementary educators, information sharing, support into fall transition, measurement of developmentally appropriate curriculum.
<ul style="list-style-type: none"> • Site visits with local policy makers • Year 1 will have 3 child care program partners, each with a representative on the Community Coalition. • Conducting initial health and safety assessments and a response plan • Set up meeting schedule to support child care providers in meeting project goals.
<ul style="list-style-type: none"> • Parent surveys, parent focus groups, parent engagement events, parent groups and/or meetings. These will be offered with minimum barriers and the necessary supports to maximize participation.
<ul style="list-style-type: none"> • Community is currently under-resourced due to influx of individuals, homelessness and a greater need for child care. • Meeting needs of homeless children offers one of the greatest opportunities for Portland. • Support each licensed child care with individualized opportunities, financial resources and services. • First4ME Family Support Coaches will be hired/supported by The Opportunity Alliance. • Met (8c)
<p>B. Year Two</p>
<ul style="list-style-type: none"> • Regular network and working group meetings, program visits, annual convenings, etc., • Regular Coalition meetings. • Annually re-examine the groups membership in light of goals and objectives. • 1 on 1 conversations and surveys.
<ul style="list-style-type: none"> • Starting Strong works closely with key stakeholders in early care and education. It is the role/responsibility of Director to outreach and engage whomever is name that may be missing from the discussion.

**STATE OF MAINE
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DATE: April 18 2023 (Section I. Eligibility Requirements only); April 24, 2023

EVALUATOR NAME: Tina Mann

EVALUATOR DEPARTMENT: Office of Child and Family Services

<ul style="list-style-type: none"> Data/metrics from year 1 will be used to develop year 2 staffing, budget, support for families, and support for child care programs.
<ul style="list-style-type: none"> Using an existing network (Portland ConnectED) of stakeholders, able to engage in efforts to promote, advocate and sustain First4ME with the community.
C. Year Three
<ul style="list-style-type: none"> Data from years 1 and 2 will be used in the development of year 3 staffing, budget, support for families and support for child care programs. The Community Coalition will use data/ metrics to evaluate each goal in the action plan.
<ul style="list-style-type: none"> The Community Coalition will look at each goal and the set of objectives under that goal and use the data/metrics to analyze the level of success in meeting the objectives.
<ul style="list-style-type: none"> Starting Strong’s annual budget is funded from multiple sources. Will continue to see grants, business sponsorships and opportunities that will align.
<ul style="list-style-type: none"> Kindergarten readiness for all children in Portland Increased access to high quality child care and early childhood education
<ul style="list-style-type: none"> Met Very detailed
<ul style="list-style-type: none"> Maintain consistent participant enrollment that meets the needs of each individual child and family. Close the staffing gap for participating providers and retain high quality and trained staff Successful transitioning from pre-k/child care to school aged learning. Age-appropriate screenings and assessments Support a focused action plan to increase or sustain quality
<ul style="list-style-type: none"> Met
<ul style="list-style-type: none"> Infrastructure already in place Office/meeting space – convenient to bus route, plenty of parking Starting Strong will dedicate .4 FTE of its Director Position as well as .1 FTE of the Portland ConnectED Executive Director to First4ME.
<ul style="list-style-type: none"> Met
<ul style="list-style-type: none"> Provided a detailed timeline.

**STATE OF MAINE
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EVALUATOR DEPARTMENT: Office of Child and Family Services

<ul style="list-style-type: none">• Met
<ul style="list-style-type: none">• Starting Strong’s annual budget is funded form multiple sources, will continue to seek out grants, business sponsorships and other opportunities.• Coalition includes strong engagement form business and philanthropic partners.

Section VII. Proposed Budget
<ul style="list-style-type: none">• Met
<ul style="list-style-type: none">• Met

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT NAME: United Way, Inc. d/b/a United Way of Southern Maine (fiscal sponsor of Portland ConnectED / Starting Strong)

DATE: 4/18/2023

EVALUATOR NAME: Tonya McVay

EVALUATOR DEPARTMENT: DHHS – OCFS - ECE

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Individual Evaluator Comments:

Section I. Eligibility Requirements
<ul style="list-style-type: none">• P – Yes, the Community Contractor is considered a nonprofit organization.
<ul style="list-style-type: none">• P - Proof was provided through the Department of the Secretary of State, Bureau of Corporations, Elections & Commissions

Section II. Priority Population
<ul style="list-style-type: none">• P – United Way of Greater Portland Starting Strong indicated they plan to serve a community with a high percentage of children who are economically disadvantaged and have high needs according to several criteria.• P – Data was provided to support that of students in the current Portland Public Schools (PPS) pre-K program (in elementary and child care classrooms), there are: <ul style="list-style-type: none">• 134 Low-income students (56%)• 100 Dual language learner (DLL) students (42%)• 52 Special Education students (22%) with 25 additional students (10%) currently being evaluated for eligibility for special education• 20 McKinney-Vento students (8%)• P – United Way of Greater Portland Starting Strong indicated they will work with the local SAU, Portland Public Schools, and the local Head Start agency, The Opportunity Alliance, and in year 1, begin contracting with 3 licensed child care centers. The Portland project will scale up to approximately 7 programs in year 2 and 10 programs in year 3 (with family child care as 3-6 of those programs).

Section III. Community Coalition Engagement
<ul style="list-style-type: none">• P - Yes
<ul style="list-style-type: none">• P - Met

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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EVALUATOR NAME: Tonya McVay

EVALUATOR DEPARTMENT: DHHS – OCFS - ECE

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| <ul style="list-style-type: none">• P- Multiple others were added in this area including the Director of Portland Empowered, Director of Children’s Odyssey, Executive Director of Youth and Family Outreach, Director of St. Elizabeth’s Child Development Center/Catholic Charities, another parent |
| <ul style="list-style-type: none">• P – United Way of Greater Portland Starting Strong provided a detailed account of the process used for engaging the community to endorse this application.• N- It was not clearly outlined in this section how the Community Coalition members will be encouraged to provide continued engagement, for First4Me specifically, during the project period. |

Section IV. Participant Enrollment Provision

- | |
|--|
| <ul style="list-style-type: none">• P – An enrollment process was provided where eligibility mirrors First4Me’s criteria for at-risk children 6 weeks to 5 years old (not yet Kindergarten eligible who are receiving care in a licensed child care facility).• I – It was indicated that eligibility for a child last 2 years before a need for redetermination.• P - Families will sign an agreement letter that will be reviewed with program staff to ensure understanding of the benefits, supports, and agreements included in participation. The First4ME Portland Program Director will maintain the database of enrolled children and families. |
|--|

Section V. Community Assessment

- | |
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| <ul style="list-style-type: none">• P – A detailed assessment was provided which evaluated on the demographics of the community to determine the needs of the population of eligible children related to care, health care and education, the resources in the community to address those needs.• N – It appears that most of the needs outlined in Table 1 were addressed, however, it was not noted whether or not the providers that will participate are open the amount of days and hours required as outlined in Table 1 |
|---|

Section VI. Community Action Plan

A. Year One

- | |
|--|
| <ul style="list-style-type: none">• P - United Way of Greater Portland Starting Strong will facilitate key partnerships among each of the organizations who have expressed interest in participating in year one of First4ME Portland. These organizations include |
|--|

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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EVALUATOR DEPARTMENT: DHHS – OCFS - ECE

	<p>three accredited child care programs (Youth and Family Outreach, Catherine Morrill Day Nursery, and Children’s Odyssey) as well as The Opportunity Alliances’ Head Start program, and Portland Public Schools.</p> <ul style="list-style-type: none"> • P- United Way of Greater Portland Starting Strong broader coalition will engage in efforts to identify and improve barriers to access for other community programs as determined. • P - United Way of Greater Portland Starting Strong plans to work with a child care consultant on the development of a cohort of participating family child care programs in the second year of the grant.
	<ul style="list-style-type: none"> • Met
	<ul style="list-style-type: none"> • I – It was noted that all efforts will be made to hire core staff in the first 30 days of the contract start, but recruitment and hiring may continue throughout the first quarter of the contract year if qualified candidates are not found immediately. • I – The plan is to hire, through The Opportunity Alliance Head Start, 4 Family Support Coaches and through Starting Strong, 1 First4Me Director of Teaching and Learning.
	<ul style="list-style-type: none"> • I – It was noted that the Director of Teaching and Learning will be onboarded by the ConnectED Executive Director, Starting Strong Director and the Program Director In August and September of 2023 and that the Family Support Coaches will have onboarding and training through The Opportunity Alliance during the summer and fall 2023, following their process for onboarding their Head Start Family Service Coordinators. • Q – It is unclear if the onboarding will occur within 90 calendar days.
	<ul style="list-style-type: none"> • I – Starting Strong, which is a network of early childhood educators, parents, service providers, health professionals, funders, business leaders, and other community members working together to ensure all children in Portland establish the building blocks for a lifetime of learning, plans to facilitate and maintain the coalition. They have strong relationships with over 30 actively engaged community partners. • P - The Community Coalition will meet quarterly. Coalition partners will be key collaborators in the work and will have the opportunity to serve for the first 3 years, or to provide a warm hand off to a new person representing their stakeholder area after the first 1-2 years. Any new Community Coalition members will be onboarded by Starting Strong leadership

**STATE OF MAINE
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DATE: 4/18/2023

EVALUATOR NAME: Tonya McVay

EVALUATOR DEPARTMENT: DHHS – OCFS - ECE

<ul style="list-style-type: none">• P – Starting Strong already has a collaborative relationship with Portland Public Schools and Portland Public Schools partnered in the design process for the program application.• P - The Director of Teaching and Learning will work with PPS to develop a plan and roadmap for piloting a Kindergarten Entry Assessment that can align with assessments being utilized in the child care programs. They will also work together with other key PPS staff on reporting of end of kindergarten benchmark data.• Q - The Director of Teaching and Learning will facilitate the PreK-K Child Transition Team and at least one representative of PPS will serve on a child transition planning team with representatives of the participating child care programs. Is this team meant to be a team that addresses larger programmatic issues or individual teams build for individual children as they transition?• I – The transition planning team will focus on: Planning activities to bridge the communication with families, child care educators, and early elementary educators; • Information sharing between child care programs, families, and school personnel for targeted supports, intervention and services based on scheduled screenings and assessments; • Alignment of efforts and measurement of developmentally appropriate curriculum for all learning domains; and • A continuum of support into fall transition for children, families, child care programs, and Portland Public Schools.
<ul style="list-style-type: none">• P – The plan is for three child care program partners in year one. Each will have a representative on the Community Coalition.• P - The Director of Teaching and Learning will work with leadership and staff at participating child care program partners to: • Conduct an initial health and safety assessment and response plan with all CCPs. • Set up a meeting schedule to support CCPs in meeting project goals and in sustaining a high level of comprehensive, quality early child care and education. • Identify how to diversify supports and needs for the difference in programming and dosage specific to each child care program.• I – It was not noted, in this section, whether or not CCPs would be part of the child transition planning team, however, it was noted in another section that this was the case.
<ul style="list-style-type: none">• P - Specific examples of planned parent engagement activities include parent surveys, parent focus groups, parent engagement events aimed at specific topics and/or educational opportunities, as well as ongoing parent groups or

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT NAME: United Way, Inc. d/b/a United Way of Southern Maine (fiscal sponsor of Portland ConnectED / Starting Strong)

DATE: 4/18/2023

EVALUATOR NAME: Tonya McVay

EVALUATOR DEPARTMENT: DHHS – OCFS - ECE

<p>meetings designed for parents to share experiences, learn from one another, grow relationships, identify and address skills for further development.</p> <ul style="list-style-type: none">• P - All family connection opportunities will be offered with minimum barriers and the necessary supports to maximize participation - to include culturally appropriate foods, outreach and translation services, appropriate timing, transportation troubleshooting and of course, co-planning with parents whenever possible. Opportunities will emphasize relationship building (to include cross-cultural relationship building) as well as support.• P - Family Support Coaches will support parents to overcome barriers to engaging with local and State services. They will be onboarded by TOA Head Start and receive training and support to learn about and understand the array of services available to families to help meet their individual needs. Additionally, Family Support Coaches will be able to access translation services and transportation supports (bus tickets, strollers, etc) to ensure family participation whenever possible. All eligibility barriers will be identified and trouble-shooting will occur if possible. Coaches will work in relationship with families to understand their fears and concerns and on an individual case-by-case basis to support families through what are often culturally unfamiliar services, programs and processes.• P – Meetings will be hosted in which parent voice and feedback is critical in a manner that meets the needs of working families - to potentially include evenings and weekends, virtually, with child care and meals provided, with translation services, and in culturally sensitive and appropriate manners.• P - “non-parent” participants and partners will be coached ahead of such meetings to ensure participating families are treated with respect and value.• P - Participation of families will be incentivized by providing financial stipends for meeting participants who are attending without the financial support of an employer/organization.• Q – Participation on the coalition was not noted in this section, but it was noted in other sections.
<ul style="list-style-type: none">• P – A needs assessment was provided.• P – It was noted that each of the ECE providers (licensed child care programs, Head Start, and Portland Public Schools) that are currently committed partners in the proposed First4ME pilot enroll high numbers of at-risk students in high-quality programming. The plan is to leverage their strengths along with those of Portland Public Schools. An example provided was that with support from the Director of Teaching and Learning they will leverage and engage the expertise

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<p>from their community based child care program participants to help support Portland Public Schools in gaining accreditation - facilitating a peer-to-peer professional learning community focused on accreditation requirements.</p> <ul style="list-style-type: none"> • N – There wasn't clear information as to how they would support the goals and objectives outlined, other than to say they have created a structure to do so.
B. Year Two
<ul style="list-style-type: none"> • P - Regular coalition meetings will be utilized to allow time and intention for participants to get to know one another and build trust and communication • P – The project will engage annually in a process to re-examine the groups membership in light of our goals and objectives. With support from Starting Strong, the First4ME Project Director, as well as the First4ME Director of Teaching and Learning will facilitate this process during a regular coalition meeting, as well as with 1:1 conversations and through surveys. The project will also explore ways to engage the broader community through social media and public events.
<ul style="list-style-type: none"> • P - Through community-wide partnership meetings, working groups aimed at specific issues or challenges and more, one question Starting Strong staff always ask among participants is, “who are we missing?” It is the role and responsibility of Starting Strong’s Director to outreach and engage whomever is named. This is most often done through a relationship and trust-building lens which begins with 1:1 phone calls, a site visit or meeting.
<ul style="list-style-type: none"> • P - Data will be utilized from year 1 to inform the development of year 2 staffing, budget, support for families, and support for child care programs, PPS, and TOA (Head Start). The project will explore what level of funding is critical to maintain quality, retain staff, and support at risk children’s enrollment and family success. • P – Multiple data and metrics to evaluate each of the 4 project goals were provided.
<ul style="list-style-type: none"> • P - By facilitating the First4ME Portland pilot within the context of a broader collective impact initiative, the project can leverage an existing network of stakeholders to engage in efforts to promote, advocate and sustain First4ME with the community at large.
C. Year Three
<ul style="list-style-type: none"> • P - Data will be utilized from years 1 and 2 to inform the development of year 3 staffing, budget, support for families, and support for child care programs, PPS, and TOA (Head Start). The project will explore what level of funding is critical

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<p>to maintain quality, retain staff, and support at risk children’s enrollment and family success. Multiple data and metrics were provided for each of the 4 goals.</p>
<ul style="list-style-type: none"> • P – The project will look at each Goal and the set of objectives under that goal and use the data and metrics collected to analyze the level of success in meeting the objectives. The Coalition will make recommendations to First4ME program staff, PPS, TOA, and Starting Strong leadership on areas that <ul style="list-style-type: none"> • may need increased focus or staff capacity • may need less focus or staff capacity • may need more investment to see a positive impact • may not need the amount of funding allocated to sustain success
<ul style="list-style-type: none"> • P – It was noted that grants, business sponsorships and opportunities to align programming to partner agencies’ internal capacities will be sought. • P- It was noted that work is aimed at system changes that will increase the community’s capacity to support children and families over the three year grant and that investing in parent and family engagement work yields ongoing impact with the goal of growing existing organization and system capacity for family voice and leadership.
<ul style="list-style-type: none"> • Met • P – The following outcomes were provided: There will be Kindergarten readiness for all children in Portland regardless of risk factors • High quality care and education in Portland will be aligned across settings and sustained with increased investment and consistent funding. There will be increased access to high quality child care and early childhood education in Portland. • More at risk families, including those experiencing homelessness, will have high quality care and education for their children. There will be a coordinated system of support in Portland for children, families, educators, and schools and programs. There will be a strong, consistent continuum of care for Portland area families birth to school aged.
<ul style="list-style-type: none"> • P – Project objectives and intended outcomes were provided that align with those provided by First4Me. • P - United Way of Greater Portland Starting Strong further noted that they wish to collaborate and coordinate with ECE cohort in Portland (to include childcare provider lead teachers, Head Start lead teachers, and Portland Public School teachers) to develop and implement an English Language Learner/Dual Language Learner credential/endorsement opportunity targeted to early childhood.

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<ul style="list-style-type: none"> • P - United Way of Greater Portland Starting Strong added they plan integration of play-based, nature-based, and evidence-based, standard-aligned curriculums with cognitive, physical, and social, and emotional domains to support whole child learning birth to kindergarten entry • P – Children experiencing homelessness or have experienced homelessness are a focus. United Way of Greater Portland Starting Strong wishes to strengthen outreach and service delivery from Portland early care and learning environments to this population. • P – Another focus is families who are multilingual and ensuring they have the support they need.
<ul style="list-style-type: none"> • Met
<ul style="list-style-type: none"> • Met • P - United Way of Greater Portland Starting Strong will look to see an increase in the following: Number of children experiencing homelessness who access high quality care and education • Utilization of the Ages and Stages Screener • EPSDT utilization for participant children • Responsive referrals and local CDS referrals, particularly for infants and toddlers • Child care staff recruitment and retention • Number of child care staff with credentials and degrees • P - United Way of Greater Portland Starting Strong will look to see a decrease in informal and formal early childhood expulsion • P - United Way of Greater Portland Starting Strong will look to see positive outcomes on Family Satisfaction Surveys • Personal Family Goal planning • Staff Climate Surveys • Staff Exit interviews • Professional Development Plans for all child care staff • Business Development Plan for child care administrator • Maintaining Rising Stars for ME & Accreditation standards • CLASS evaluations • Teaching Strategies Gold assessments • Kindergarten entry assessments • End of year kindergarten benchmarks • Qualitative Data from families, providers, project staff and community coalition
<ul style="list-style-type: none"> • P – Starting Strong already engages a large network of community stakeholders aimed at improving kindergarten readiness which will be used to support this project. • P- The United Way of Southern Maine provides Starting Strong’s infrastructure including space. • P – Starting Strong will be able to dedicate .4FTE of its Director position as well as .1FTE of the Portland ConnectED Executive Director to the project.
<ul style="list-style-type: none"> • Met

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<ul style="list-style-type: none">• Met• P – Information was provided on the roles and responsibilities of Starting Strong, First4Me Portland Program Director, First4Me Portland Director of Teaching and Learning, Head Start Lead Partner, Family Support Coaches, Mental Health Coach, SAU Lead Partner, Family Child Care Consultant, Contracted CCPs• N – The Portland ConnectED Executive Director position was not outlined.
<ul style="list-style-type: none">• P – It was noted that Starting Stong’s annual budget is funded from multiple sources and the plan is to continue to seek grants, business sponsorships, and opportunities to align programming to partner agencies’ internal capacities

Section VII. Proposed Budget
<ul style="list-style-type: none">• Met
<ul style="list-style-type: none">• Met

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RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT NAME: United Way, Inc. d/b/a United Way of Southern Maine (fiscal sponsor of Portland ConnectED / Starting Strong)

DATE: 04/18/2023

EVALUATOR NAME: Megan Swanson

EVALUATOR DEPARTMENT: DHHS / OCFS

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Individual Evaluator Comments:

Section I. Eligibility Requirements
<ul style="list-style-type: none">• Yes
<ul style="list-style-type: none">• State of Maine verification included

Section II. Priority Population
<ul style="list-style-type: none">• Children experiencing homelessness rose from 3.5% in 2021 to 9% in 2023.• PPS PreK 56% low income• PPS PreK 42% ELL• Large asylum seeker population continues to increase• No FRLP data included

Section III. Community Coalition Engagement
<ul style="list-style-type: none">• Yes
<ul style="list-style-type: none">• 11/12 roles held by individuals
<ul style="list-style-type: none">• Five additional individuals including family engagement organizations, catholic charities, additional parent representation
<ul style="list-style-type: none">• Portland starting strong is within Portland ConnectED with a goal and vision for strong, high quality education from birth to adulthood.• Additional partners sited: Portland Public Schools, John T.Gorman Foundation, The Opportunity Alliance, Portland Public Library, Portland Regional Chamber of Commerce, Samuel Cohen Foundation, Southern Maine Community College, United Way of Southern Maine, and the University of Southern Maine.

Section IV. Participant Enrollment Provision
<ul style="list-style-type: none">• Applicant sites clear eligibility process onsite at care environments

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- | |
|--|
| <ul style="list-style-type: none"> • Enrollment will be managed by Program Director |
|--|

- | Section V. Community Assessment |
|--|
| <ul style="list-style-type: none"> • Provided data related to community assessment • Starting Strong’s Early Childhood Community Profile • PreK Expansion Plan included |

- | Section VI. Community Action Plan |
|--|
| A. Year One |
| <ul style="list-style-type: none"> • Three accredited child care programs • Supporting PPS in becoming NAEYC accredited, shared services, enrollment, registration and transition practices. • Removing barriers to community programming and connecting with existing programs including developmental screening communities initiatives • Consultant in order to have a cohort of family child care centers |
| <ul style="list-style-type: none"> • Timeline states June 2023-August 2023 for MOU, baseline and agreement stand up • First year includes hiring, instillation. 30-80 children identified at each site |
| <ul style="list-style-type: none"> • Hiring of core staff a priority with added coaches to support onboarding of families and children |
| <ul style="list-style-type: none"> • July and August Program Director will be onboarded by Portland ConnectED to ensure all requirements are upheld |
| <ul style="list-style-type: none"> • Quarterly meetings • 30 community partners |
| <ul style="list-style-type: none"> • Director of Teaching and Learning will facilitate the PreK-K child transition Team • Planning activities to bridge the communication with families, child care educators ,and early elementary- educators; • Information sharing between child care programs, families, and school personnel for targeted supports, intervention and services based on scheduled screenings and assessments; • Alignment of efforts and measurement of developmentally appropriate curriculum for all learning domains; and • A continuum of support to fall transition for children, families ,child care programs, and Portland Public Schools |
| <ul style="list-style-type: none"> • Partnership with starting strong |

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<ul style="list-style-type: none"> Coach role split into two: Director of Teaching and Learning and Family Support coaches
<ul style="list-style-type: none"> Parent surveys, parent focus groups, parent engagement events aimed at specific topics and/ or educational opportunities Family connection opportunities that are culturally appropriate, offer transportation and emphasis relationships Coaches will work with their families to recognize their concerns and fears
<ul style="list-style-type: none"> Support linkages between early care and education and homeless supports Building sustainable systems birth through five Individualized opportunities, financial resources and services to aid qualifying families Working with current momentum and programming Engage PPS in transition planning Serve large amount of at risk children Specifically support homeless children and their families
<p>B. Year Two</p>
<ul style="list-style-type: none"> Re-exam programming for course correction Regular coalition meetings, lunch and learns and work with core staff
<ul style="list-style-type: none"> Continued work to engage new partnerships – none named
<ul style="list-style-type: none"> Broke four program goals down with measurement tools listed in RFA
<ul style="list-style-type: none"> Working with Portland ConnectED steering committee
<p>C. Year Three</p>
<ul style="list-style-type: none"> Year three goals mirror year two.
<ul style="list-style-type: none"> Coalition will help drive: <ul style="list-style-type: none"> Areas that may need increased focus or staff capacity Areas need less focus or staff capacity Areas may need more investment to see a positive impact Areas may not need the amount of funding allocated to sustain success
<ul style="list-style-type: none"> Continuous grant funding opportunities and seeking multiple sources of business sponsorships. Specifics not named
<ul style="list-style-type: none"> Kindergarten readiness for all children in Portland regardless of risk factors Access to high quality child care and early education. More families experiencing homelessness will have high quality care Strong continuum of care for Portland area children birth to school aged

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<ul style="list-style-type: none"> • Mirror First4ME program goals
<ul style="list-style-type: none"> • Objectives mirror program goals with Portland Public School named
<ul style="list-style-type: none"> • Mirrors program measurement tools
<ul style="list-style-type: none"> • Starting Strong and United Way will help aid the pilot • Space in starting strong including meeting rooms and small huddle rooms in Portland for programming, meetings and family connection programs • .4 FTE of Director and .1 FTE of Executive Director of starting strong to First4ME
<ul style="list-style-type: none"> • Included
<ul style="list-style-type: none"> • Included with timelines, action items • No staff or roles defined
<ul style="list-style-type: none"> • Continued work on braided funding and opportunities • No specific sustainability partners named.

Section VII. Proposed Budget
<ul style="list-style-type: none"> • Submitted Budget
<ul style="list-style-type: none"> • Budget Narrative included

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APPLICANT NAME: United Way, Inc. d/b/a United Way of Southern Maine (fiscal sponsor of Portland ConnectED / Starting Strong)

DATE: April 14, 2023

EVALUATOR NAME: Marcy Whitcomb

EVALUATOR DEPARTMENT: Department of Education, Early Learning Team

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Individual Evaluator Comments:

Section I. Eligibility Requirements
<ul style="list-style-type: none">• Met• Yes
Section II. Priority Population
<ul style="list-style-type: none">• Met
Section III. Community Coalition Engagement
<ul style="list-style-type: none">• Yes• Have listed members in each category except I• Met• Met
Section IV. Participant Enrollment Provision
<ul style="list-style-type: none">• Met
Section V. Community Assessment
<ul style="list-style-type: none">• Met
Section VI. Community Action Plan
A. <u>Year One</u>
<ul style="list-style-type: none">• Met• Met• Met• Met

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DATE: April 14, 2023

EVALUATOR NAME: Marcy Whitcomb

EVALUATOR DEPARTMENT: Department of Education, Early Learning Team

• Met
• Met
• Met
• Met
• Met
B. Year Two
• Met
• Met
• Met, include data and metrics
• Met
C. Year Three
• Partially met, little discussion of adjustments to plan or budget, should that become necessary
• Exact same information as part B: Year Two
• Met
• Met; strong
• Met
• Met and very thorough
• Met
• Met
• Met
• Met, including CCP's, SLP, MSW, Chamber of Commerce and PPS
• Partially met; there is a timeline for year 1, which states the years 2 and 3 are part of the timeline work in year one
• Met

Section VII. Proposed Budget
• Met
• Met

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RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT NAME: York County Community Action Corporation

DATE: 18April2023

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS/OCFS

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Individual Evaluator Comments:

Section I. Eligibility Requirements

- Yes
- IRS 501c3 document provided eff date March 1968
- Provider did not follow submission instructions; 'Applications must be submitted as a single, typed, WORD file and must include...'

Section II. Priority Population

- Attachment 6 – Community Assessment indicates In Biddeford public elementary school in 2022, 51% of students were eligible for free or reduced lunch.
- Biddeford has highest number of children receiving SNAP. Highest receiving TANF in York County, and 629 participants in WIC.
- Existing collaborative - goal every child has the resources to be ready to thrive in kindergarten and beyond: Biddeford Ready! Extensive list of stakeholders included in BR! Community Profile.
- BR! Community Profile 2019 – extensive, detailed, plethora of relevant community data.
- Attached needs assessment.
- Biddeford poverty level among highest in York County. Poverty level 21.9% children under 5.

Section III. Community Coalition Engagement

- Yes
- Bidder did not identify c. or d.
- a. Program Coordinator, 5210 Let's Go!
- b. Superintendent, Biddeford Schools
- c. ED, Heart of Biddeford

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EVALUATOR DEPARTMENT: DHHS/OCFS

<p>d. Director of Coastal Healthy Communities Coalition</p> <p>e. Director Children’s Services (Head Start/WIC)</p> <ul style="list-style-type: none">• Bidder identified above.
<ul style="list-style-type: none">• Bidder indicated reaching out to UWSM, convenor for BR! to partner as the CC. Subsequent discussions held.• Bidder indicates reaching out and engaging CCCs, Family CC Homes, Biddeford Schools leadership, CDS, ECCP, YCECC, and YCCC.• BR! 50+ members that meet monthly. Bidder indicates if application accepted, F4M would be dedicated agenda item.• BR! to receive quarterly consultant stipend for support services (MOU).

Section IV. Participant Enrollment Provision

<ul style="list-style-type: none">• Bidder illustrated an application and selection process that will include a needs assessment assigning points to each child/family and income verification. Those with highest point selected first and waitlist will correlate to points not by submission of application.• Bidder included chart of selection criteria which specifies points.

Section V. Community Assessment

<ul style="list-style-type: none">• Bidder included Attachment 5 - BR! Community Profile 2019 – extensive, detailed, plethora of relevant community data. Looks at factors in Biddeford that experience, and research show promote school readiness or are barriers to school readiness. Includes scan of current resources. Profile created to develop a comprehensive, coordinated set of strategies to support school-readiness.• Bidder included Attachment 6 – Community Assessment – current update which addresses changes and new challenges.• Table 1?

Section VI. Community Action Plan

A. Year One

<ul style="list-style-type: none">• Bidder identified.• Bidder indicated that they’re expecting to receive Letters of Interest from other CCPs, but due to time constraints related to application deadline, they were not received prior to submission of application.
<ul style="list-style-type: none">• Bidder indicates within 180 days of award will determine which providers will be enrolled at F4M providers.

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<ul style="list-style-type: none"> • Community partners identified in March/April; MOU signed upon grant award. • Bidder indicates plan for identification of children.
<ul style="list-style-type: none"> • Bidder indicates a plan for recruitment, hiring, and orientation. • Bidder indicates external posting every two to three weeks until position is filled. • Sixty-day timeframe?
<ul style="list-style-type: none"> • Bidder included
<ul style="list-style-type: none"> • Bidder indicates BR! is an established collaborative. • What happens if member leaves or position becomes vacant?
<ul style="list-style-type: none"> • Bidder indicates long-standing relationship with Biddeford Schools, partnership with JFK School's Pre-K.K Center including 2 HS Public Pre-K classrooms in the school's facilities. Principal sits on BR! Leadership Committee. • Bidder included bulleted list of process for transition planning. • Bidder indicates a Kindergarten Transition Guide will be made available and outline a timelien of events and activities to be completed.
<ul style="list-style-type: none"> • Bidder indicates use of HSS that will help dictate use of Anchor Payments, Flex Funds and funds for supplies and materials. • Bidder indicates use of surveys and professional development plans to support F4M providers. • Bidder plan for dissemination of Anchor Payments, Enrollment Stipends, Flex Funds, Participation Stipends, and Supplies and Material Funds • Bidder indicates developing a request form process that identifies need, anticipated cost, and how need connect to program goals and objectives.
<ul style="list-style-type: none"> • Bidder indicates plan will include aspects of HS PFCE framework. • Bidder indicates Coach will support F4M providers in helping families navigate available services.
<ul style="list-style-type: none"> • Bidder indicates is a CAA, so is focused on those communities which experience highest rates of economically disadvantaged. • Bidder indicates concerted effort to share information, combine resources and leverage diverse contribution and strategies to better serve.
<p>B. Year Two</p>
<ul style="list-style-type: none"> • ?
<ul style="list-style-type: none"> • Bidder indicates meeting quarterly to discuss and identify this.
<ul style="list-style-type: none"> • Bidder indicates plan reviewed quarterly; fiscal reviewed monthly.
<ul style="list-style-type: none"> • Bidder indicates embarking on robust data collection project within next year to build out a comprehensive, updated community profile. (better understanding

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT NAME: York County Community Action Corporation

DATE: 18April2023

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS/OCFS

<p>of those served and where service gaps are so can use positionality and resource to best support community.</p> <ul style="list-style-type: none"> • Bidder indicates use of Hub for more community-based events.
<p>C. Year Three</p>
<ul style="list-style-type: none"> • Bidder indicates plan reviewed quarterly; fiscal reviewed monthly
<ul style="list-style-type: none"> • Bidder indicates quarterly report shared with BR! Leadership team.
<ul style="list-style-type: none"> • Bidder indicates improvement in quality ratings resulting in stronger CC network, as well as F4M being catalyst to advocate and sustain investment. • Bidder indicates achieving the goals of F4M would provide strong evidence to support additional funding.
<ul style="list-style-type: none"> • Bidder provided a list.
<ul style="list-style-type: none"> • Bidder indicates: See Attachment #7 'Community Action/Implementation Plan'
<ul style="list-style-type: none"> • Bidder included list which closely mirrors items listed in the F4M Program Goals document
<ul style="list-style-type: none"> • Bidder included list of items
<ul style="list-style-type: none"> • Bidder indicates staffing resources; however, does not indicate time.
<ul style="list-style-type: none"> • Provider indicates expecting to receive Letters of Interest form other CCPs, but due to time contracts related to application deadline, they were not received prior to submission of application.
<ul style="list-style-type: none"> • Provider indicates 'Attachment # 7'
<ul style="list-style-type: none"> • Bidder indicates successful track record of applying and receiving grants. • Bidder indicates leveraging their strong position in a variety of sectors to attach additional funding.

<p>Section VII. Proposed Budget</p>
<ul style="list-style-type: none"> • Bidder included
<ul style="list-style-type: none"> • What will be purchased that represents curriculum and parent engagement material and supplies? • Bidder indicates will reduce the consulting free in YR 3 in hopes there is implemented community support and ongoing system enhancement. • Bidder indicates Technology/software costs much lower than an organization who does not already have this technology. • Bidder provided further information regarding specific trainings. • Bidder provided breakout and explanation for disbursement of Payment/Stipends.

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RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT NAME: York County Community Action Corporation

DATE: April 18, 2023 (Section I. Eligibility Requirements only); April 25, 2023

EVALUATOR NAME: Tina Mann

EVALUATOR DEPARTMENT: Office of Child and Family Services

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Individual Evaluator Comments:

Section I. Eligibility Requirements

- Page 1 of RFA #202211187 states it is a nonprofit organization.
- Submitted letter from IRS dated 10/01/21 stating it is a private foundation under IRC Sections 509(a)(1) and 170(b)(1)(A)(vi)

Section II. Priority Population

- 21.9% of children 5 and under live in poverty in Biddeford.
- Significant # of children with disabilities.
- Biddeford Ready – initiative that every child has the resources to be ready to thrive in kindergarten and beyond.
- Attachments #5 and #6 are extensive Needs Assessments

Section III. Community Coalition Engagement

- Yes
- Met
- Met
- Reached out to United Way of Southern Maine to partner.
- Access to quality child care and promotion of school readiness aligns with mission.
- Outreach was done to Biddeford Child Care Centers and Family Child Care Homes.
- Key Partners CDS, Maine Early Childhood Consultation Partnership, York County Early Childhood Coalition and YCCC.
- Biddeford Ready will receive a quarterly consultant stipend for support services to carry out project goals and objectives.

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Section IV. Participant Enrollment Provision

- Advertisement and recruitment will occur through YCCAC and First4ME providers.
- YCCAC will develop application.
- Tracking system will be used within ChildPlus to maintain waitlists and to maintain child/family information.
- Applications will include a needs assessment assigning points to each child/family and income verification will be reviewed. Those with highest points will be selected first and waitlist will correlate to points not by submission of application.
- Provided Eligibility Requirements.

Section V. Community Assessment

- Biddeford Ready conducted an extensive needs assessment in 2019.
- Biddeford poverty level is among the highest in York County. The child poverty level is 21.9% for children under 5.
- Provided the 2019 Community Profile as an attachment as well as the current update.
- CDS data indicated Biddeford has the highest concentration of young children 0-5 with disabilities in York County.

Section VI. Community Action Plan

A. Year One

- Met.
- A timeline and description of the process was provided for identifying providers, community partners and children.
- Internal and external hiring process will be undertaken. Process was well documented.
- Timeline was provided, outlining the onboarding process and trainings.
- Biddeford Ready is an established collaborative that meets on a monthly basis. The Community Contractor will sit on the board and attend regular meetings.
- Letter of Support received from Supt. Of Biddeford Schools. Also has a partnership with the JFK School's Pre-K/Kindergarten Center.
- Transition planning team will implement a developmentally appropriate approach to transitioning children from a child care setting to a kindergarten setting.

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<ul style="list-style-type: none"> • Providers will identify activities and strategies in which the parent and child can engage in at home. • Encourage parent participation in school activities. • Child Care Providers will remain in contact with families until 3 months post transition.
<ul style="list-style-type: none"> • Community Coach will outline QRIS Rising Stars for ME rating system. • Conduct a safety assessment and response plan with providers. • Staff satisfaction and climate surveys will be conducted to obtain data. • Creation of a Professional Development Plan with goals. • Anchor funds and enrollment stipends can be utilized to help meet provider or individual staff goals. • Flex funds, Supplies, Material funds and participation stipends are available upon request. • Community Coach will be part of Biddeford Ready and attend monthly meetings. • Providers will be included in communications and invited to events hosted/supported by Biddeford Ready.
<ul style="list-style-type: none"> • Will include aspects of the Head Start Parent, Family, and Community Engagement framework. • Will use Biddeford Ready activities/events that are already in place.
<ul style="list-style-type: none"> • Provided a detailed community needs assessment as well as narrative summary. (a) • Biddeford Ready is focused on supporting a mix of mutually reinforcing data-driven and evidence-based strategies to support school readiness. (b) • Will help to address important gaps in early care and education. (c) • First4ME will amplify the impact beyond the families and providers to the wider community as it provides a model to connect the diverse array of stakeholders including local educators and state agencies to share goals. (c)
<p>B. Year Two</p>
<ul style="list-style-type: none"> • Biddeford Ready meets monthly. (B.1.) • Not sure that this was answered (B.1.a.)
<ul style="list-style-type: none"> • Met
<ul style="list-style-type: none"> • Implementation plan will be reviewed quarterly. Revenues and Expenditures will be reviewed on a monthly basis.
<ul style="list-style-type: none"> • Met
<p>C. Year Three</p>

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<ul style="list-style-type: none"> Reviewed quarterly; Revenues and Expenditures will be reviewed on a monthly basis.
<ul style="list-style-type: none"> Met
<ul style="list-style-type: none"> Providers Broader Community Network
<ul style="list-style-type: none"> Met
<ul style="list-style-type: none"> Did not meet. This answer was “in addition” to the proposed action plan.
<ul style="list-style-type: none"> Completion of age-appropriate assessments and screenings Providers to retain high quality and trained staff
<ul style="list-style-type: none"> QRIS Ratings Professional Development Plans Kindergarten Transition and Assessments ASQ & ASK S.E completed and tied to the classroom
<ul style="list-style-type: none"> Met
<ul style="list-style-type: none"> Met
<ul style="list-style-type: none"> Met
<ul style="list-style-type: none"> Receives funding from a variety of sources—federal, state and local agencies as well as philanthropic support from foundations, companies and individual donors. Successful track record for receiving grants

Section VII. Proposed Budget
<ul style="list-style-type: none"> Met
<ul style="list-style-type: none"> Met

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APPLICANT NAME: York County Community Action Corporation

DATE: 4/18/2023

EVALUATOR NAME: Tonya McVay

EVALUATOR DEPARTMENT: DHHS – OCFS - ECE

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Individual Evaluator Comments:

Section I. Eligibility Requirements
<ul style="list-style-type: none">• P – Yes, the Community Contractor is considered a nonprofit organization
<ul style="list-style-type: none">• P - Proof was provided through an IRS verification form

Section II. Priority Population
<ul style="list-style-type: none">• P - YCCAP plans to provide services to Biddeford. This community has high poverty levels (13.3%), high rates of children under 5 living in poverty (21.9%), and high numbers of children/families eligible for SNAP and TANF benefits, representing almost a quarter of York County’s total. In addition, this population has significant needs in terms of disability services, as indicated by Child Development Services (CDS) data regarding children with disabilities, with over 150 (ages 0 – 5) children from Biddeford, the largest concentration in York County. In the local school district, 51 percent of elementary children qualify for free/reduced lunch.• P - Biddeford has an initiative known as Biddeford Ready! The goal of this ongoing and active collaborative is that every child has the resources to be ready to thrive in Kindergarten and beyond. BR! participants include York County Community Action Corporation (YCCAC), providers, Biddeford school district, businesses, local governmental authorities, nonprofits, and other stakeholders.

Section III. Community Coalition Engagement
<ul style="list-style-type: none">• Q – YCCAP indicated yes, but is missing A Family Child Care Provider and a parent of a child using child care services
<ul style="list-style-type: none">• Q – YCCAP indicated yes, but is missing A Family Child Care Provider and a parent of a child using child care services

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- | |
|--|
| <ul style="list-style-type: none">• P – Additional members added include: Program Coordinator of 5210 Let's Go, Superintendent of Biddeford Schools, Executive Director of Heart of Biddeford, Director of Coastal Healthy Communities Coalition, Director of Children's Services (Head Start/WIC) |
| <ul style="list-style-type: none">• P – The process used for engaging the community to endorse the application was well outlined.• I- YCCAP has a plan in place to use the Biddeford Ready! coalition (50+ members) to complete First 4 Me coalition work each month as the two coalitions are aligned in their mission. Biddeford Ready! would receive a stipend for their consultation. |

Section IV. Participant Enrollment Provision

- Met
- P – Eligibility criteria aligns with that of First 4 Me.
- P- YCCAC will develop an application for interested children/families to complete. YCCAC will use a tracking system within ChildPlus to maintain the ongoing waitlists per First4ME provider and to maintain child and family information in a data management system. Individual Participants will be selected according to selection criteria until all available slots are filled. The target enrollment at each location will be between 7 – 15% depending on availability. Applications will include a needs assessment assigning points to each child/family and income verification will be reviewed. Those with the highest points will be selected first and waitlist will correlate to points not by submission of application (point system was provided).

Section V. Community Assessment

- P – A needs assessment, determining the needs of the population to be served was provided and YCCAP directed reviewers to look at a 2019 Biddeford Ready! community profile and update which was attached.
- N- It does not appear that YCCAP specifically addressed all areas of Table 1 when answering this question.

Section VI. Community Action Plan

A. Year One

- P – YCCAP identified the following: Imagination Station (licensed capacity 76 children; QRIS Rating: 2), Superintendent, Biddeford Schools, Community

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Coalition BR! Partners, York County Early Childhood Coalition, Maine Early Childhood Consultation Partnership, York County Community College
<ul style="list-style-type: none"> • P – It appears that partnership agreements will be signed and CCPs and children will be identified within 180 calendar days of the contract start date. A process was provided for each area.
<ul style="list-style-type: none"> • P – A detailed process and a timeline were provided to support a community coach being recruited for upon award. • I – Although not stated that a community coach would be hired within 60 days, it was indicated that recruiting efforts would occur every two to three weeks until a candidate is found.
<ul style="list-style-type: none"> • Met
<ul style="list-style-type: none"> • N – It was noted that Biddeford Ready! is an established collaborative that meets on a monthly basis. Maintenance was not addressed.
<ul style="list-style-type: none"> • P – Support has been received from the Superintendent of Biddeford Schools and the Principal of Biddeford School/JFK sits on the Biddeford Ready! Leadership Committee. YCCAP noted having a long standing professional relationship with the school • P- The universal KEA tool will be used for First 4 Me participants at the end of care with child providers for Kindergarten entry. • P – YCCAP outlined the development of a transition planning team addressing 1-4. • N – iii did not address active member of the community coalition. It was noted “The Community Coach, in partnership with SAU, will obtain end of kindergarten benchmark data for monitoring sustained readiness and success.”
<ul style="list-style-type: none"> • Met • I – It was noted that children will be enrolled on a rolling basis and the number of children will be kept at 10.
<ul style="list-style-type: none"> • P - The Family Engagement and Participation Strategy plan will include aspects of the Head Start “Parent, Family, and Community Engagement” (PFCE) framework regarding community and family partnerships. • P - It was noted BR! offers a robust array of family programming including activities/events such as the Week of the Young Child, School-readiness fairs, Winterfest, 1000 Books before Kindergarten, and others which offer the opportunity to engage families with others in the community. • Q – It was noted that the coach will support First 4 ME providers in helping families navigate available services (ex. CDS, child care subsidy, WIC etc.) with eligibility requirements, applications, and referrals with a goal of setting up

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<p>systems that build providers internal capacity to support families ongoing. Specific barrier identification was not addressed.</p> <ul style="list-style-type: none"> • N – It was not noted that YCCAP would ensure active participation by the families on the community coalition.
<ul style="list-style-type: none"> • P – a and c were fully addressed. • N – b was not specific other than there are supports in the community that have been partnering to address needs, in various ways, in the community.
<p>B. Year Two</p>
<ul style="list-style-type: none"> • I – It was indicated that BR! has been established since 2018 and that they will receive a consultant fee to help carry out the project goals and objectives.
<ul style="list-style-type: none"> • P – It was noted that the Director of Children’s Services YCCAC (Community Contractor), the Director of Education UWSM (Community Coalition Lead) and the Community Coach will meet quarterly to discuss and identify additional supports or community programs whose services align with goals and objectives of First 4 ME.
<ul style="list-style-type: none"> • P – It was noted that the ‘First 4 ME Implementation plan’ will be reviewed quarterly to review progress and determine needed mid-course corrections, or additional ‘steps/strategies’. Statement of Revenues and Expenditure will be reviewed on a monthly basis by Director of Children’s Services and agency fiscal team to assess budget and spending.
<ul style="list-style-type: none"> • P – Over the next year YCCAP plans to embark on a robust data collection project to build out a comprehensive, updated community profile to provide a better understanding of the students and families served as well as to build a better understanding of where service gaps are and how YCCAP can use it’s positionality and resources to best support the community. • P- YCCAP plans to continue holding monthly network meetings where sharing ideas from many dynamic partners will continue to inform meaningful engagement with the community. • P- YCCAP plans to bolster the use of the Hub for more community events to provide programming to students and foster connection points with caregivers.
<p>C. Year Three</p>
<ul style="list-style-type: none"> • P – It was noted that there will be continued quarterly review of the ‘First 4 ME Implementation plan’ to review progress and determine needed mid-course corrections, or additional ‘steps/strategies’. Statement of Revenues and Expenditure will be reviewed on a monthly basis by Director of Children’s Services and agency fiscal team to assess budget and spending.

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<ul style="list-style-type: none"> • P - A Quarterly Report will be shared with the BR! Leadership Team and report on our First 4 ME goals, objectives, outcomes as well as the Department required data collection and reporting requirements. Utilization of this data will help provide guidance on program improvement and recommendations for Program expansion.
<ul style="list-style-type: none"> • P – One pathway identified was building up the providers and their networks in a way that they have the skills and resources to sustain their quality and support others in doing so as well. • P – It was noted First 4 ME offers an opportunity to catalyze support amongst a diverse group of stakeholders which will continue to advocate for and sustain investment in child care and early education. From a funding point of view, achieving the goals of the First 4 ME project over its three-year implementation, would provide strong evidence supporting additional funding from diverse resources.
<ul style="list-style-type: none"> • P – YCCAP listed the following: Streamlined use of observation tools, assessments, and screenings to increase positive learning environments and impact school readiness, utilization of developmentally appropriate curriculum to support academic and social/emotional domains from birth to Kindergarten entry, improved QRIS Rating, improved quality and health and safety of child care sites, enhancement and retainment of high-quality staff, increased family/parent engagement, enhanced quality programming; supplies
<ul style="list-style-type: none"> • P – A detailed action plan was provided that outlines all the First 4 Me project objectives and intended outcomes provided.
<ul style="list-style-type: none"> • P – YCCAP identified the following 11 objectives: Strengthen the alignment from early learning environments and care to the K-12 education setting for children to aid in a successful transition to school aged learning, support providers in delivering developmentally appropriate instruction in all domains of development aligned with I/T MELDs, MELDS and Maine learning standards to support the trajectory of life-long learning, support children and families in completing age-appropriate screenings and assessments to meet their individual needs, identify each provider’s individual, staff and business goals in order to support a focused action plan to increase or sustain quality, provide intensive support to childcare providers as a vital presence in the community and raise quality across the mixed delivery system of care to increase family choice, help First 4 ME providers to retain high quality and trained staff, identify community level supports, programs and targeted solutions for barrier identification for at risk families, use of a relationship-first technical assistance model to support providers, families and children get connected to appropriate

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<p>services, programs and education necessary for goal obtainment, connect families and providers with statewide systems through intensive support by community coach role, maintain consistent participant enrollment that meets the needs of each individual child and family, support providers in interventions, referrals and family communication to enhance collaborative, child-center decisions</p>
<ul style="list-style-type: none"> • P – YCCAP identified the following 12 metrics: QRIS Ratings, Staff Surveys for Climate/Satisfaction, Professional Development Plans - for childcare staff, Kindergarten Transition and Assessments, TSGold, CLASS Scores, ASQ & ASQ S/E completed and supports identified and tied to the classroom, EPSDT Timeframes for participants, Business Development & Individual Site Action Plans, Expulsion Rates, Evaluators Reports, Participant Enrollment
<ul style="list-style-type: none"> • P - Staffing resources include the Directors of Children’s Services, Head Start/Early Head Start, and WIC, as well as their staff. In addition, YCCAP has locations across York County, including several in Biddeford, along with our Administrative Office in Sanford. In Biddeford, we provide Head Start/Early Head Start, WIC, health services, a community outreach worker, as well as access to YCCAC’s range of 25 programs supporting economically disadvantaged households. • P – Partnerships include Biddeford Schools, ECCP, York County Early Childhood Coalition, York County Community College and Biddeford Ready!. • Q – It was unclear regarding what space and time would be available for First 4 Me.
<ul style="list-style-type: none"> • P - One letter of interest was provided by a CCP and another from the Biddeford Superintendent of Schools.
<ul style="list-style-type: none"> • P – An implementation plan was provided that included goals, objectives and anticipated outcomes as well as action steps/strategies and who is responsible for each action step/strategy. • N – The completion target dates were very broad, often times indicating “year 1” “year 1-2”, “year 2”, “year 1-3” or “year 3”.
<ul style="list-style-type: none"> • P - YCCAC indicated that they receive funding each year from a variety of sources including federal, state, and local agencies as well as philanthropic support from foundations, companies, and individual donors and have a successful track record of applying for and receiving grants which support both current operations and strategic new initiatives which advance best practices and improve outcomes for the populations they serve. They are also able to leverage our strong position in sectors such as housing, child care/education, and transportation to attract additional funding for promising practices. They

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believe that achieving the goals of the First 4 ME project over its three-year implementation, would provide strong evidence supporting additional funding from diverse resources.
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Section VII. Proposed Budget
<ul style="list-style-type: none">• Met
<ul style="list-style-type: none">• Met

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EVALUATOR NAME: Megan Swanson

EVALUATOR DEPARTMENT: DHHS / OCFS

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Individual Evaluator Comments:

Section I. Eligibility Requirements
<ul style="list-style-type: none">• Yes
<ul style="list-style-type: none">• IRS determination Letter included.

Section II. Priority Population
<ul style="list-style-type: none">• Applicant sites Biddeford is the largest community in York County and it holds the highest concentration of children living in poverty• Poverty levels (13.3%), high rates of children under 5 living in poverty (21.9%), and high numbers of children/families eligible for• SNAP and TANF benefits, representing almost a quarter of York County's total.• In addition, this population has significant needs in terms of disability services, as indicated by Child Development Services (CDS) data regarding children with disabilities, with over 150 (ages 0 – 5) children• In the local school district, 51 percent of elementary children qualify for free/reduced lunch.

Section III. Community Coalition Engagement
<ul style="list-style-type: none">• Yes
<ul style="list-style-type: none">• 10/12 roles filled by individuals
<ul style="list-style-type: none">• Additional individuals included Health and Wellness organizations, school leadership, Head Start and community collaborative organizations
<ul style="list-style-type: none">• Biddeford Ready! (BR!) is an organization that will be collaborative and build momentum to support coalition support and engagement

Section IV. Participant Enrollment Provision
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EVALUATOR NAME: Megan Swanson

EVALUATOR DEPARTMENT: DHHS / OCFS

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|---|
| <ul style="list-style-type: none"> • Has a clear and tiered point process to determine eligibility as it relates to risk factors and priority populations. • Applicant states a positive response to the possibility of First4ME work |
|---|

Section V. Community Assessment
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- | |
|---|
| <ul style="list-style-type: none"> • Provided a 2019 Community Assessment siting Biddeford statistics related to York County with early care and education, population, poverty, and CPS reports |
|---|

Section VI. Community Action Plan
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A. Year One

- | |
|--|
| <ul style="list-style-type: none"> • One CCP currently with plans for addition upon award • Biddeford SAU Support • BiddefordReady! Began in 2018 |
| <ul style="list-style-type: none"> • Partnership Letter Agreements began in March 2023 • Will make partnership selection based on award • MOUs will be conducted and use of eligibility criteria outlined |
| <ul style="list-style-type: none"> • Applicant outlines hiring process for coach |
| <ul style="list-style-type: none"> • Provides a 90 day onboarding plan by 30 day intervals |
| <ul style="list-style-type: none"> • Applicant states monthly meetings |
| <ul style="list-style-type: none"> • Applicant identifies targeted communication with transition eligible families up to 12 months prior • Parent meetings, interventions, and communication through CCPs to bridge to School Environments. CCPs stay involved for three months post transition • School activities included in plan • Community Coach promote parent advocacy |
| <ul style="list-style-type: none"> • Health and Safety assessment to build response plan • Create individual action plans for each CCP • Coaches will become a member of BR! To aid in collaboration • Anchor Payments outlined and participation stipends |
| <ul style="list-style-type: none"> • Applicant states building on current community family engagement activities I the area • Head Start will offer consult and collaboration |
| <ul style="list-style-type: none"> • High rate of providers closed in area • 50% FRLP • Applicant sites socio-economic circumstances drive many challenges |

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RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT NAME: York County Community Action Corporation

DATE: 4/18/2023

EVALUATOR NAME: Megan Swanson

EVALUATOR DEPARTMENT: DHHS / OCFS

<ul style="list-style-type: none"> • Applicant sites wanting to strengthen current programs, versus begin new ones
B. Year Two
<ul style="list-style-type: none"> • Consultation continues with BiddefordReady!
<ul style="list-style-type: none"> • YCCAC, Coalition lead, Community coach will meet quarterly in order to strategize for new and key connections
<ul style="list-style-type: none"> • Action Plan reviewed quarterly in order to adapt and course correct
<ul style="list-style-type: none"> • Community data collecting for community profile • Use of “the Hub” for caregiver connection
C. Year Three
<ul style="list-style-type: none"> • Implementation plan will be reviewed quarterly • Assessment of budget and spending for possible course correction
<ul style="list-style-type: none"> • Quarterly reports for both the Department and BR! To have formalized learning discussions
<ul style="list-style-type: none"> • Strong evidence for continued funding opportunities • Having providers gain key connections with community stake holders and partners • Community strengthened due to the pilot
<ul style="list-style-type: none"> • Streamline tools • Find developmentally appropriate curriculum • Improved QRIS scores • Increased Family/Parent Engagement • Enhanced Quality Programming
<ul style="list-style-type: none"> • Aligned with First4ME Program Goals • Provider supports for quality improvement • Transition Plans with Kindergarten • Monitor EPSDT timelines for preventative care and intervention
<ul style="list-style-type: none"> • Strengthen the alignment from early learning environments and care to the K-12 education setting for children to aid in a successful transition to school aged learning. • Support providers in delivering developmentally appropriate instruction in all domains of development aligned with I/T MELDs, MELDS and Maine learning standards to support the trajectory of life-long learning. • Support Children and families in completing age-appropriate screenings and assessments to meet their individual needs. • Identify each provider’s individual, staff and business goals in order to support a focused action plan to increase or sustain quality.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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EVALUATOR NAME: Megan Swanson

EVALUATOR DEPARTMENT: DHHS / OCFS

<ul style="list-style-type: none"> • Provide intensive support to childcare providers as a vital presence in the community and raise quality across the mixed delivery system of care to increase family choice. • Help First 4 ME providers to retain high quality and trained staff. • Identify community level supports, programs and targeted solutions for barrier identification for at risk families. • Use of a relationship-first technical assistance model to support providers, families and children get connected to appropriate services, programs and education necessary for goal obtainment. • Connect families and providers with statewide systems through intensive support by community coach role. • Maintain consistent participant enrollment that meets the needs of each individual child and family • Support providers in interventions, referrals and family communication to enhance collaborative, child-center decisions
<ul style="list-style-type: none"> • Applicant sites measurement tools within the First4ME pilot
<ul style="list-style-type: none"> • Applicant identified the following key partnerships: <ul style="list-style-type: none"> • BiddefordReady! • SAU - Biddeford Schools • Early Childhood Consultation Partnership (ECCP) • York County Early Childhood Coalition (YCECC) • York County Community College
<ul style="list-style-type: none"> • Provided one SAU and One CCP with anticipation of additional CCP letters of interest
<ul style="list-style-type: none"> • Provides an implementation plan that has dates and assigned roles.
<ul style="list-style-type: none"> • Applicant states they have funding experience from a variety of settings • No specific places mentioned for current sustainability possibilities

Section VII. Proposed Budget
<ul style="list-style-type: none"> • Yes
<ul style="list-style-type: none"> • Applicant provided detail on all expense categories

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT NAME: York County Community Action Corporation

DATE: April 14, 2023

EVALUATOR NAME: Marcy Whitcomb

EVALUATOR DEPARTMENT: Department of Education, Early Learning Team

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Facilitator for this RFP.*

Individual Evaluator Comments:

Section I. Eligibility Requirements

- Yes
- Evidence provided, but not through the website listed above

Section II. Priority Population

- Met

Section III. Community Coalition Engagement

- Yes
- Not met: Missing FCCP, Parent
- Met
- Met

Section IV. Participant Enrollment Provision

- Is the age eligibility ok (Under 6 yo, not entered k)?
- Point system for scoring applicants

Section V. Community Assessment

- BR! Community profile completed in 2018 with update completed with 2022 information and both are offered as an attachment

Section VI. Community Action Plan

A. Year One

- Met
- Met
- Met

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Site Grant Funding Opportunity

APPLICANT NAME: York County Community Action Corporation

DATE: April 14, 2023

EVALUATOR NAME: Marcy Whitcomb

EVALUATOR DEPARTMENT: Department of Education, Early Learning Team

<ul style="list-style-type: none"> • Very detailed
<ul style="list-style-type: none"> • Established collaborative, monthly meetings, and Lead is part of the leadership committee
<ul style="list-style-type: none"> • A detailed, year-long transition plan has been submitted
<ul style="list-style-type: none"> • Funding diversity to ccp's discussed, and a request form will be made available for requesting further flex funds; funding based on ccp's enrollment capacity (but will it be based on actual enrollment number, or simply capacity of license?)
<ul style="list-style-type: none"> • Barriers identification not directly discussed
<ul style="list-style-type: none"> • Met
B. Year Two
<ul style="list-style-type: none"> • Not met: not addressed
<ul style="list-style-type: none"> • Met
<ul style="list-style-type: none"> • Plan reviewed quarterly, to focus on changes and enhancements needed • Expenditures will be reviewed monthly for to assess budget
<ul style="list-style-type: none"> • Met
C. Year Three
<ul style="list-style-type: none"> • Plan reviewed quarterly, to focus on changes and enhancements needed • Expenditures will be reviewed monthly for to assess budget
<ul style="list-style-type: none"> • Quarterly review of report focused on improvement and recommendations for expansion
<ul style="list-style-type: none"> • Very vague and nonspecific discussion of financial sustainability
<ul style="list-style-type: none"> • Met
<ul style="list-style-type: none"> • Met – attachment provided
<ul style="list-style-type: none"> • Met
<ul style="list-style-type: none"> • Met
<ul style="list-style-type: none"> • Met
<ul style="list-style-type: none"> • There are 2: One from the SAU as support and one from a CCP as letter of support
<ul style="list-style-type: none"> • Met
<ul style="list-style-type: none"> • Met

Section VII. Proposed Budget
<ul style="list-style-type: none"> • There is only one budget form detailing miscellaneous costs, not full costs/asks
<ul style="list-style-type: none"> • Narrative met



**STATE OF MAINE
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SERVICES**

**Janet T. Mills
Governor**

**Jeanne M. Lambrew, Ph.D.
Commissioner**

**AGREEMENT AND DISCLOSURE STATEMENT
RFA #: 202211187**

**RFA TITLE: First 4 ME Early Care and Education Program Pilot Sites Grant Funding
Opportunity**

I, Christa Elwell accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Health and Human Services. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand that the evaluation process is to be conducted in an impartial manner. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the funding decision notices for public distribution.

DocuSigned by:
A handwritten signature in black ink that reads "Christa Elwell".
4E3894DAE657466

Signature

Apr-13-2023

Date



**STATE OF MAINE
DEPARTMENT OF HEALTH AND HUMAN
SERVICES**

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Commissioner**

**AGREEMENT AND DISCLOSURE STATEMENT
RFA #: 202211187**

**RFA TITLE: First 4 ME Early Care and Education Program Pilot Sites Grant Funding
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I, Tina Mann accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Health and Human Services. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

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DocuSigned by:

Tina Mann

DAE60E0B3CD040E

Signature

Apr-13-2023

Date



**STATE OF MAINE
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**AGREEMENT AND DISCLOSURE STATEMENT
RFA #: 202211187**

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I, Tonya McVay accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Health and Human Services. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand that the evaluation process is to be conducted in an impartial manner. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

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DocuSigned by:

A handwritten signature in black ink that reads "Tonya McVay". Below the signature is a small alphanumeric code: "A3B035ED532B40B".

Signature

Apr-13-2023

Date



**STATE OF MAINE
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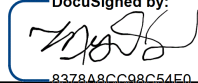
I, Megan Swanson accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Health and Human Services. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

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DocuSigned by:

8378A8CC98C54E0

Signature

Apr-13-2023

Date



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Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFA #: 202211187

RFA TITLE: First 4 ME Early Care and Education Program Pilot Sites Grant Funding
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I, Marcy Whitcomb accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Health and Human Services. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

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DocuSigned by:
Marcy Whitcomb
AECAE997A660441

Signature

Apr-13-2023

Date