



Sprout Family Services has issued this RFP to look for a firm to evaluate organizational progress in achieving our program goals. Interested parties are encouraged to respond to this RFP. Evaluators located in the service areas Sprout serves are encouraged to apply.

About SPROUT:

### **Mission**

Sprout Family Services is a local non-profit organization that provides support to children 0 – 5 to nurture early development. Our Mission is to promote the healthy development of children in partnership with families and community. Our Vision is that all children are valued and fully nurtured and give the same to the next generation. Our Core Values are: Compassion, Connection, Collaboration, and Community.

### **History**

Sprout began in 1986 under the name Homer Children's Services. The agency was known as the Infant Learning Program; serving children 0 – 3 experiencing delays in development. In 1998, services expanded to work with all families with young children under age 3, regardless of delay in development. Then, in 2011, the agency experienced another name change: Sprout Family Services. The name indicated the expansion of our services to all families with young children 0 – 5 through a menu of comprehensive services.

### **Services provided**

- Infant Learning Program: A home visiting program for families with children experiencing or at risk for developmental delays
- Three-Plus: A pediatric clinic for children 3 and older who can benefit from physical, occupational or speech therapy.
- Community Playgroups: Structured time for families to join one another in play and social support.
- Parenting Classes: Education and coaching for parents and caregivers.
- Imagination Library: A free book giving program for children ages birth to five.
- Resource Lending Library: A wealth of resources including books, toys, and equipment that parents can check out.
- Screening Project: Developmental, Hearing and Vision Screening for all children 0 to 5 to screen for areas of concern for special services.
- Emergency Baby Supplies: Concrete support for those in need including diapers, clothing, formula/food, and other supplies.

### **Area served**

Sprout promotes healthy development of children and families who live in the Southern and Eastern Kenai Peninsula and on the Aleutian and Pribilof Islands.

### **Beneficiaries served**

ALL young children and their parents can benefit from the child development services Sprout offers our community. However, currently, Sprout has 375 children enrolled in one or more service.

### Project Description

Sprout's Early Learning Program is seeking support in analyzing our effectiveness (or lack thereof) to help guide our strategic and tactical program decisions including four key components of (1) output tracking, to report on number and demographics of children served (2) outcome evaluation, focusing on the extent to which clients achieve the program's outcomes (increased skills), specifically in the domain of social-emotional growth; (3) quality assurance, focusing on the extent to which the program delivers high-quality, equitable, and trauma-



informed services; and (4) a quality improvement plan. We recognize that it may not be realistic to achieve all of our objectives immediately, but we are wanting to be as thorough as possible in the allotted time frame.

### Project objectives

We anticipate that the core deliverables of this RFP will be:

- Assess and identify current program evaluation goals
- Identify new and existing opportunities for program evaluation strategies
  - Determine evaluation measures (including research on demographic & service area data)
  - Determine methods of collection
- Assess Sprout's overall program performance through data collection and analysis
- Strengthen the monitoring systems used to track progress to provide on-going recommendations for improvements to program effectiveness
- Disseminate results regularly

Audience: Results of program evaluation will be primary audience with be agency staff and Board. A secondary audience may be grantors/funders, clients, donors, and the public.

System integration: Back-end development from FY21 current client data & creation of new collection methods moving forward.

Project budget: Total bids should not exceed \$10,000.

### Questions and required information

The proposal should be turned in to [jlush@sproutalaska.org](mailto:jlush@sproutalaska.org), no longer than 6 pages in length, and include the following:

- Describe the proposed fee structure and how the organization will be charged.
- Describe the firm's proposal to address the requirements outlined in this RFP including the project process and methodology.
- List the project team and short biographies of each team member. Provide a brief history and profile of the contractor and their experience providing services for organizations similar to ours.
- Please provide an unsigned copy of your standard service contract for our review and any additional stipulations of which we should be aware.

### Contact information and deadlines for submission:

Jillian Lush, Executive Director  
907-299-8221  
[jlush@sproutalaska.org](mailto:jlush@sproutalaska.org)

- *January 12, 2021 - Release and distribution of RFP*
- *January 26, 2021 9:00 am EST - deadline for submitting proposals*
- *January 27, 2021 - Finalists notified*
- *January 28, 2021 - Finalist interviews*
- *January 29, 2021 - Vendor selected*
- *June 30, 2021 – Final Invoice Due to Sprout*

