TAB I – TITLE PAGE

Part I A – Technical Proposal	
RFP Title:	Nevada Ready! B-3
RFP:	2108
Vendor Name:	***Children's Advocacy Alliance***
Address:	***5258 South Eastern Avenue, Suite 151*** ***Las Vegas, NV 89119***
Opening Date:	June 28, 2016
Amended Opening Date:	July 5, 2016
Opening Time:	2:00 PM

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	Email Address: ***denise.tanata@caanv.org***		

V8	Telephone Number for Contact Person		
	Area Code: ***702***	Number: ***228-1869***	Extension:

V9	Facsimile Number for Contact Person		
	Area Code:	Number: ***n/a***	Extension:

V10	***Name of Individual Authorized to Bind the Organization***	
	Name: ***Denise Tanata***	Title: ***Executive Director***

V11	Signature	
	Signature:	Date: 6/30/16

TAB IV – STATE DOCUMENTS

A. Amendment 1 to RFP 2108 with original signature - ***attached***
B. Attachment A – Confidentiality and Certification of Indemnification with original signature - ***attached***
C. Attachment C – Vendor Certifications with original signature - ***attached***
D. Attachment J – Certification re: lobbying with original signature – ***attached***
E. Copies of any vendor licensing agreements and/or hardware and software maintenance agreements - ***none***
F. Copies of applicable certifications and/or licenses – ***none***

State of Nevada
Department of Administration
Purchasing Division
515 E. Musser Street, Suite 300
Carson City, NV 89701

Brian Sandoval
Governor

Jeffrey Haag
Administrator

SUBJECT:	Amendment 1 to Request for Proposal 2108
RFP TITLE:	Nevada Ready! B-3
DATE OF AMENDMENT:	June 14, 2016
DATE OF RFP RELEASE:	May 23, 2016
OPENING DATE:	~~June 28, 2016~~
NEW OPENING DATE:	**July 5, 2016**
OPENING TIME:	2:00 PM
CONTACT:	Annette Morfin, Procurement Staff Member

The following shall be a part of RFP ***2108.*** If a vendor has already returned a proposal and any of the information provided below changes that proposal, please submit the changes along with this amendment. You need not re-submit an entire proposal prior to the opening date and time.

---

1. For the pilot project (3.2.1), are all counties/communities eligible to participate as pilot sites, or is participation limited to communities receiving funds from the Federal Preschool Development Grant?

   Pilot participation will be determined through an application process. Communities that participate in the Nevada Ready! Pre-K program (Federal Preschool Development Grant) may receive priority but any community that applies will be considered.

2. Regarding 3.2.1, must "communities" include entire school districts, or can the pilot take place in selected schools/communities within a district?

   Pilot can take place in selected schools/communities within a district.

3. Will funds for these projects come from the infrastructure portion of the federal grant? If so, what percent has been allocated for this work?

Funding for the B-3 work is separate from the aid payments for sub-grantees who are implementing high quality preschool programs. We encourage vendors to submit their best estimate of cost. A negotiation period will follow vendor selection prior to finalizing contracts. The budget is less than $1M for the projects combined.

4. Can you provide a link to (or a copy of) the original Federal Preschool Development Grant that was submitted by NDE in 2014?

   http://www2.ed.gov/programs/preschooldevelopmentgrants/applications/nvapplicationpdg2015.pdf

5. For Project II, must the vendor propose an evaluation plan, or will the agency evaluate the project?

   Yes, the vendor should propose an evaluation plan.

6. Is there a limit to the proportion of the budget that can be allocated to subcontracts?

   There is not a limit; however the proposal should clearly indicate specific responsibilities and costs for any subcontracts.

7. Section 11.3 indicates that exceptions to the guidelines can be requested through attachment B. Section 11.3.5 indicates that each trip must be approved and reimbursed individually by the agency. Can attachment B be used to request that travel monies be granted to the vendor and that travel expenditures be reported within the overall financial reporting for the project?

   Travel must be on reimbursement basis with receipts and based on GSA rates only.

8. FirstSchool has a long working relationship with the State of Nevada's P-3 efforts. Based on our experience in your state, we are interested in knowing if the following description of work would be considered responsive to Project II: PreK through third grade teachers and school and district leaders at pilot sites in urban and rural locations in the North and the South, along with state agency personnel, would enroll in our online course, Student Communication in Classrooms for Young Children; FirstSchool personnel will provide periodic in-person support and will develop the capacity of liaisons throughout the state to collect EduSnap data in pilot classrooms, support implementation of the instructional practices in the course and support the policies that support those practices. The course begins with a focus on oral language and leads participants through an exploration of the broader framework of FirstSchool. The goal is that at the close of Project II, pilot sites will have the tools to continue their development as PreK-3 communities.

   The expectation for Project II is that the vendor will organize, implement and refine the B-3 framework unique to Nevada that will be developed in Phase I.

9. Our university's requirements for proposal preparation and approval make it unlikely that we will be able to submit the proposal by the June 28 deadline. Is there any opportunity for an extension?

The proposal submission deadline has been extended to July 5. No additional extensions are anticipated.

10. Is there specific guidance around budget preparation? Specifically, is there a limit to the proportion of budget that can be used to support sub-contractors?

    There is not a limit; however the proposal should clearly indicate specific responsibilities and costs for any subcontracts.

11. I am in active discussion with FirstSchool about coordinating applications to collaboratively tackle the three projects. If we are coordinating applications (i.e., we will each take lead responsibility for separate projects within the overall scope), should this be explicitly noted in the application?

    Yes.

12. Can staff, travel, and other resources/funds be allocated to the purpose of cross-applicant coordination?

    Yes. Funds will be allocated to the main contractor and the contractor would pay the sub-grantees.

13. Given the nature of thinking being put forth by FirstSchool (see questions submitted from them), with an already-well-thought-out design for Project II (Pilot), is there flexibility to revise and re-think Section 3.1.3.1?

    The committee will need to be involved in determining short-and long-term goals for the pilot.

14. The National P-3 Center is housed within the University of Washington. Given the requisite approvals and process needed within the University, coupled with the two-week window between questions being answered by Nevada DOE (on or about June 14) and proposal submission deadline (2pm June 28), is there a possibility of extending the timeline for applications? While we are extremely interested in this work, it is highly unlikely that an application can be prepared, references generated, and internal approvals secured under the stated deadlines.

    The proposal submission deadline has been extended to July 5. No additional extensions are anticipated.

15. The National P-3 Center has a long-standing history and relationship with the existing P-3 efforts in the state of Nevada. To what extent will there be state-based partners who are actively dedicated to ensuring that there is minimal duplication of effort with other state efforts, as well as full inclusion of key stakeholders in the collaborative processes? In other words, to what extent is there dedicated staff in Nevada to support this work?

A coordinated team of state staff and stakeholders will be actively involved in the planning and development components of Project I. However, state staff will not be available for on-the-ground implementation, support and direct services for Project II. The expectation is that the vendor selected would provide this support. State staff will be involved in planning professional learning series in Project III but not in implementation of direct services. State staff will monitor the progress of the contract for each of the projects.

16. Will the vendor be required to pay for members of the committee to attend meetings (Travel, stipends, etc)?

It is expected that the vendor selected for Project I will include travel costs for committee members in their budget. Travel costs will be minimized by use of technology.

17. Approximately how many committee members are expected?

Approximately 20.

18. How many stakeholders are expected to be interviewed during the planning phase?

Ten (10) to Twenty (20).

19. What type of contract will this be (fixed price, cost reimbursement, other?)

The contract will be set up with either deliverables or work progress timelines that the contractor would meet in order to receive a set payment amount for the work. Travel and other reimbursable type expenses would require receipts and would be reimbursed.

20. Is there a specific budget format required?

Vendors are required to follow federal and NV State regulations.

21. What level of budget detail is required?

Vendors are required to follow federal and NV State regulations.

22. What are the specific reporting and invoicing requirements associated with this grant? (What level of detail is required - can we get an example of an acceptable report and/or invoice format?)

Monthly or quarterly reporting will be required and will include basic information regarding progress toward goals, persons responsible, outcomes, etc. Budget reporting will require source documentation.

23. Can we use our federally approved indirect cost rate (IDCR)?

We encourage vendors to submit their best estimate of cost. A negotiation period will follow vendor selection prior to finalizing contracts.

24. Is providing travel receipts negotiable?

Our new guidelines indicate we must have all source documentation for each request for funds.

25. Is billing travel based on state per diem rates negotiable?

Travel is reimbursable at GSA rates only.

26. Will our response be considered if we request an exception to any of the reporting requirements listed above in questions 1-4?

We encourage vendors to submit their best, most aligned proposal. A negotiation period will follow vendor selection prior to finalizing contracts.

27. What does "community" mean in regards to the pilot?

The "community" will comprise a variety of stakeholders who provide direct and indirect health and education services to children from birth through grade 3 and their families.

28. What is the intended size and scope of the pilot? Could the pilot be a single elementary school and birth-four center? Or does it assume a certain number of centers, schools and an entire district?

No, there are no parameters around the number of centers and schools involved in Project II. The size and scope of the pilot will be determined during Project I.

29. Does the pilot need to include a variety of types of early childhood centers (headstart, home, etc.)? Or can the pilot focus on a single type to capture initial lessons?

The pilot participants will be determined during Project I.

30. Please clarify the goal of the pilot. What would success look like? What measures will be used to gauge success? What specific instruments will be used to measure the success of the program?

The goal of Project II is to implement the B-3 model in select communities and revise and refine the model for optimal outcomes. Instruments, measures and success indicators will be determined by the committee in Project I.

31. What measures will be used for school leader evaluations?

Instruments, measures and success indicators will be determined by the committee in Project I.

32. Does this project intend to increase the number of B-3 options? Or is it more focused on improving the quality of existing B-3 options?

The B-3 model will be developed by the committee in Project I. The model will 1) incorporate community and stakeholder input, 2) include data and findings already collected, and 3) build on lessons learned from other communities.

33. How will pilot locations be chosen? Will the pilot be implemented in multiple settings (urban, rural, etc.)? Or will the selected vendor choose where the pilot will take place?

The committee will develop an application process for participation in the pilot.

34. Who would be the selected vendor's "client" and point of contact? School leaders? District leaders?

Nevada Department of Education staff will be the vendor's client.

35. The RFP explains vendors can apply to single projects or all projects. Can you please provide an example of what it would look like to lead one project but not others given how intertwined they are? Specifically, what might it look like for a vendor serve as the lead on project III if they were not leading projects I and II?

Each project has a distinct scope of work. The lead of each project will have the autonomy to complete the work independent of the leads of other projects. However, the scope of work will be informed by previous work and guided by the committee.

36. For planning purposes, what is the recommended budget range for this project?

We encourage vendors to submit their best estimate of cost. A negotiation period will follow vendor selection prior to finalizing contracts.

37. Are B-3 services currently being provided to the State by any organization or vendor? If so, what organizations and vendors are providing these services?

The State is not currently contracted with any organization or vendor to provide the B-3 services outlined in this RFP.

38. REVISED RFP TIMELINE

The following represents the proposed timeline for this project. All times stated are Pacific Time (PT). These dates represent a tentative schedule of events. The State reserves the right to modify these dates at any time.

Task	Date/Time
Deadline for submitting questions	06/07/2016 @ 5:00 PM
Answers posted to website	On or about 06/14/2016
Deadline for submittal of Reference Questionnaires	**No later than 4:30 PM on 07/01/2016**
Deadline for submission and opening of proposals	**No later than 2:00 PM on 07/05/2016**
Evaluation period (approximate time frame)	**07/07/2016 – 07/19/2016**
Selection of vendor	**On or about 07/21/2016**
Anticipated BOE approval	10/11/2016
Contract start date (contingent upon BOE approval)	10/11/2016

ALL ELSE REMAINS THE SAME FOR RFP 2108.

Vendor must sign and return this amendment with proposal submitted.

Vendor Name: *Children's Advocacy Alliance*

Authorized Signature: _____

Title: *Executive Director* Date: *6/30/16*

This document must be submitted in the "State Documents" section/tab of vendors' technical proposal.

ATTACHMENT A – CONFIDENTIALITY AND CERTIFICATION OF INDEMNIFICATION

Submitted proposals, which are marked "confidential" in their entirety, or those in which a significant portion of the submitted proposal is marked "confidential" **will not** be accepted by the State of Nevada. Pursuant to NRS 333.333, only specific parts of the proposal may be labeled a "trade secret" as defined in NRS 600A.030(5). All proposals are confidential until the contract is awarded; at which time, both successful and unsuccessful vendors' technical and cost proposals become public information.

In accordance with the Submittal Instructions of this RFP, vendors are requested to submit confidential information in separate binders marked "**Part I B Confidential Technical**" and "**Part III Confidential Financial**".

The State will not be responsible for any information contained within the proposal. Should vendors not comply with the labeling and packing requirements, proposals will be released as submitted. In the event a governing board acts as the final authority, there may be public discussion regarding the submitted proposals that will be in an open meeting format, the proposals will remain confidential.

By signing below, I understand it is my responsibility as the vendor to act in protection of the labeled information and agree to defend and indemnify the State of Nevada for honoring such designation. I duly realize failure to so act will constitute a complete waiver and all submitted information will become public information; additionally, failure to label any information that is released by the State shall constitute a complete waiver of any and all claims for damages caused by the release of the information.

This proposal contains Confidential Information, Trade Secrets and/or Proprietary information as defined in ***Section 2 "ACRONYMS/DEFINITIONS."***

Please initial the appropriate response in the boxes below and provide the justification for confidential status.

Part I B – Confidential Technical Information			
YES		NO	*X*
Justification for Confidential Status			

A Public Records CD/Flash Drive has been included for the Technical and Cost Proposal			
YES		NO (See note below)	*X*
Note: By marking "NO" for Public Record CD/Flash Drive included, you are authorizing the State to use the "Master CD/Flash Drive" for Public Records requests.			

Part III – Confidential Financial Information			
YES		NO	*X*
Justification for Confidential Status			
CAA Profit and Loss Statements, as well as Balance Sheets			

Company Name: ***Children's Advocacy Alliance***

Signature

Denise Tanata
Print Name

6/30/16
Date

This document must be submitted in Tab IV of vendor's technical proposal

ATTACHMENT C – VENDOR CERTIFICATIONS

Vendor agrees and will comply with the following:

(1) Any and all prices that may be charged under the terms of the contract do not and will not violate any existing federal, State or municipal laws or regulations concerning discrimination and/or price fixing. The vendor agrees to indemnify, exonerate and hold the State harmless from liability for any such violation now and throughout the term of the contract.

(2) All proposed capabilities can be demonstrated by the vendor.

(3) The price(s) and amount of this proposal have been arrived at independently and without consultation, communication, agreement or disclosure with or to any other contractor, vendor or potential vendor.

(4) All proposal terms, including prices, will remain in effect for a minimum of 180 days after the proposal due date. In the case of the awarded vendor, all proposal terms, including prices, will remain in effect throughout the contract negotiation process.

(5) No attempt has been made at any time to induce any firm or person to refrain from proposing or to submit a proposal higher than this proposal, or to submit any intentionally high or noncompetitive proposal. All proposals must be made in good faith and without collusion.

(6) All conditions and provisions of this RFP are deemed to be accepted by the vendor and incorporated by reference in the proposal, except such conditions and provisions that the vendor expressly excludes in the proposal. Any exclusion must be in writing and included in the proposal at the time of submission.

(7) Each vendor must disclose any existing or potential conflict of interest relative to the performance of the contractual services resulting from this RFP. Any such relationship that might be perceived or represented as a conflict should be disclosed. By submitting a proposal in response to this RFP, vendors affirm that they have not given, nor intend to give at any time hereafter, any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant or any employee or representative of same, in connection with this procurement. Any attempt to intentionally or unintentionally conceal or obfuscate a conflict of interest will automatically result in the disqualification of a vendor's proposal. An award will not be made where a conflict of interest exists. The State will determine whether a conflict of interest exists and whether it may reflect negatively on the State's selection of a vendor. The State reserves the right to disqualify any vendor on the grounds of actual or apparent conflict of interest.

(8) All employees assigned to the project are authorized to work in this country.

(9) The company has a written equal opportunity policy that does not discriminate in employment practices with regard to race, color, national origin, physical condition, creed, religion, age, sex, marital status, sexual orientation, developmental disability or handicap.

(10) The company has a written policy regarding compliance for maintaining a drug-free workplace.

(11) Vendor understands and acknowledges that the representations within their proposal are material and important, and will be relied on by the State in evaluation of the proposal. Any vendor misrepresentations shall be treated as fraudulent concealment from the State of the true facts relating to the proposal.

(12) Vendor must certify that any and all subcontractors comply with Sections 7, 8, 9, and 10, above.

(13) The proposal must be signed by the individual(s) legally authorized to bind the vendor per NRS 333.337.

Children's Advocacy Alliance

Vendor Company Name

Vendor Signature

Denise Tanata — ***6/30/16***

Print Name — Date

This document must be submitted in Tab IV of vendor's technical proposal

ATTACHMENT J – CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all sub awards at all tiers (including subcontracts, sub grants, and contracts under grants, loans, and cooperative agreements) and that all sub recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

By: _____ *6/30/16*

Signature of Official Authorized to Sign Application — Date

For: ***Children's Advocacy Alliance***

Vendor Name

Nevada Ready! B-3 Project

Project Title

This document must be submitted in Tab IV of vendor's technical proposal

TAB V – ATTACHMENT B, TECHNICAL PROPOSAL CERTIFICATION OF COMPLIANCE WITH TERMS AND CONDITIONS OF RFP

I have read, understand and agree to comply with ***all*** the terms and conditions specified in this Request for Proposal.

YES _____ I agree to comply with the terms and conditions specified in this RFP.

NO X I do not agree to comply with the terms and conditions specified in this RFP.

If the exception and/or assumption require a change in the terms in any section of the RFP, the contract, or any incorporated documents, vendors ***must*** provide the specific language that is being proposed in the tables below. If vendors do not specify in detail any exceptions and/or assumptions at time of proposal submission, the State will not consider any additional exceptions and/or assumptions during negotiations.

Children's Advocacy Alliance
Company Name

Signature

Denise Tanata — Print Name

6/30/16 — Date

Vendors MUST use the following format. Attach additional sheets if necessary.

EXCEPTION SUMMARY FORM

EXCEPTION #	RFP SECTION NUMBER	RFP PAGE NUMBER	EXCEPTION (Complete detail regarding exceptions must be identified)
1	4.2.14 (4.1.8)	17 (15)	Subcontractor, NV Institute for Children's Research & Policy (UNLV) is a state agency and is self-insured. This exception does not apply to vendor (Children's Advocacy Alliance) or other subcontractor (Children's Cabinet).

ASSUMPTION SUMMARY FORM

ASSUMPTION #	RFP SECTION NUMBER	RFP PAGE NUMBER	ASSUMPTION (Complete detail regarding assumptions must be identified)

This document must be submitted in Tab V of vendor's technical proposal

TAB VI – Section 3 – Scope of Work

3.1 PROJECT I – PLANNING

3.1.1 Organize committee, orient committee to the work, guide the committee in reaching consensus on needs.

3.1.1.1 Task: Convene a B-3 committee to steer the B-3 work for the life of the grant.

A. Activity for 3.1.1.1: Solicit members and organize committee meetings.

B. Deliverable for 3.1.1.1.A: Provide a representative list of participating B-3 committee members.

C. Deliverable for 3.1.1.1.A: Provide a calendar of regular meeting dates.

An essential component of developing an effective B-3 framework in Nevada will include securing participation, support, and buy-in from key stakeholders in the community, from the very beginning of the project. The Children's Advocacy Alliance (CAA), along with our project partners, Nevada Institute for Children's Research and Policy (NICRP) at UNLV and the Children's Cabinet [hereinafter referred to as the "CAA Project Team"], will organize a cross-sector B-3 Steering Committee that will include representatives from Northern, Southern and Rural Nevada. To ensure that the B-3 Steering Committee is addressing the needs of children, families and systems across the birth through third grade continuum, representation from the following sectors and organizations will be recruited to participate:

- ***School Districts (early childhood and elementary specialists and/or administrators)***
- ***Early Childhood Education Providers (public and private – center and home based)***
- ***Nevada Early Intervention Services***
- ***State and Local Public Health Systems***
- ***Nevada PTA/PTO (or other similar parent group)***
- ***Child Care Subsidy Providers (Children's Cabinet and LV Urban League)***
- ***Early Childhood Education Researchers/Academia***
- ***Nevada Department of Education, Office of Early Learning & Development***
- ***Nonprofit Service Providers (serving the 0 to 8 population)***
- ***NevAEYC and Nevada ECAC***
- ***Others as identified and deemed appropriate***

As illustrated in Section 4.1.9, the CAA Project Team has extensive history and experience working with early childhood education and development organizations in Nevada. This knowledge of our systems and key stakeholders will assist in ensuring that the B-3 Steering Committee is established in a comprehensive and timely manner. Additionally, as organizations within the State of NV, our team

will have the ability to provide on-the-ground recruitment, support and oversight of the Steering Committee during and between meetings.

The CAA Project Team anticipates the Steering Committee will be comprised of approximately 15 to 20 members from across the State of Nevada. Meeting dates and locations will be scheduled in cooperation with the Committee members, although it is anticipated that the Committee will meet at least 5 times in the first year of the project, with at least two of the meetings being held in-person, either in Reno and/or Las Vegas. Prospective Committee members will be provided with an overview of the project and Committee member expectations, including a commitment to serve on and actively participate in the Committee for the entire project period (approximately 3 years). Committee members will serve without compensation, but travel to all in-person meetings will be provided. A list of prospective Committee members will be vetted through the CAA Project Team and the Nevada Department of Education, Office of Early Learning and Development prior to recruitment.

3.1.1.2 Task: Collect and synthesize information around prior B-3 efforts.

A. Activity for 3.1.1.2: Hold a series of meetings and focus groups to gather data and information around past B-3 efforts.

B. Activity for 3.1.1.2: Present documentation that outlines prior efforts and identifies gaps and redundancies.

C. Deliverables for 3.1.1.2.A and 3.1.1.2.B: Provide an overview document that describes accomplishments and needs related to B-3 work.

The CAA Project Team has been working in the area of early childhood education and development in Nevada since 1998. As such, not only are we familiar with key stakeholders throughout the State of Nevada, we have also participated in many of the efforts and initiatives leading up to the current B-3 efforts. Our goal for this project will be to build upon the work that has already been done in Nevada – identifying our strengths and building upon our areas of weakness – to design a pilot project and long term, cross-sector strategy that can be sustained long beyond this project period.

The B-3 Steering Committee referenced in Section 3.1.1. will be utilized to collect and synthesize data, information, reports and strategies from prior (and current) B-3 efforts in Nevada. This will include a review of the Harvard P-3 Institute activities in NV, the Governor's P-3 Summit, Silver State Strong Strategic Plan and the Washoe ECAC Pilot Project, among other projects and initiatives that are identified during the planning project period. In an effort to solicit input from a vast audience of cross-sectors stakeholders from across the State of Nevada, the project team will conduct individual interviews with key stakeholders from across the state and will conduct focus groups in Reno and Las Vegas. Additionally, an online survey will be developed to allow input from other jurisdictions and from those who are not able to attend the in-person focus groups.

In addition to gathering information about current and past B-3 (or P-3) efforts in Nevada, the interviews, focus groups and online surveys will also collect data to identify key individuals from across the state who have or currently are engaged in B-3 activities. The project team will conduct additional outreach to these individuals through in-person and/or telephone interviews, as deemed appropriate.

The analysis of current and prior efforts around B-3 will include efforts outside of traditional academic (ECE and K-3) settings, taking into account the social – ecological factors (individual health, community health, familial demographics, economics, social systems, etc.) that influence early childhood development. As such, the assessment will incorporate the need for cross-sector collaborations focused on aligning overall child development.

3.1.1.3 Task: Identify and incorporate strategies used by other communities and entities in conducting B-3 work.

A. Activity for 3.1.1.3: Conduct desk research around state/community efforts in B-3 work.

B. Activity for 3.1.1.3: Conduct telephone interviews with key stakeholders with experience in the development and implementation of B-3 work.

C. Deliverables for 3.1.1.3.A and 3.1.1.3.B: Provide a crosswalk document that will facilitate identification of next steps.

To aid the CAA Project Team in successfully completing the three tasks of planning, piloting and professional learning, we will leverage national experts through the creation of the Nevada Ready! B-3 National Expert Panel (Expert Panel). The Expert Panel will enable us to tap the knowledge and expertise of approximately 10 individuals with significant background in addressing B-3 strategies. We will convene the Expert Panel at the outset of the project, and continue to engage this group throughout the life of the project. To develop this Expert Panel, we will leverage our existing relationship with the W.K. Kellogg Foundation through our technical assistance partner, Harriet Dichter. Ms. Dichter has extensive experience in early childhood through her work in state government in Pennsylvania and Delaware as well as at the national level with the Ounce of Prevention Fund where she led national policy efforts working with 17 states. Ms. Dichter will assist the CAA Project Team, as part of her TA provided through the W.K. Kellogg Foundation grant, by coordinating outreach to national experts, which may include:

Expertise	*Potential Expert Panel Member*
National experts	***Kristie Kauerz, Director, P-3 Center, University of Washington and author, Framework for Planning, Implementing, and Evaluating PreK-3rd Grade Approaches***

	Lisa Guernsey, Deputy Director, Education Policy Program or Laura Bornfreund, Director, Early and Elementary Policy, New America ***Danielle Ewen, Education Counsel***
Leading state/community efforts	***Georgia- 4 Early Education Empowerment Zones (E3Zs) include birth-to-eight teams as part of their local collaborations. The E3Zs aim to (1) increase the availability of high-quality early learning options for children with high needs, (2) integrate new or expanded initiatives in the state's high quality early learning programs that are specifically focused on children with high needs, and (3) focus on the feasibility of taking strategies to scale. Each community receives resources and technical assistance to develop and implement its work.*** ***Maryland- 24 Local Early Childhood Advisory Councils (LECAC) help create and implement a seamless birth-to grade 12 reform agenda. Communities develop plans and receive funding and technical assistance to address school readiness gaps, which may include specific P-3 strategies.*** ***The Maryland Leadership Academy for Early Childhood is designed for teams of six people (three people from school, including the principal and three people from the early childhood community) to learn about best practices in early childhood. Thirty schools were involved in the first year and 100 in the second year, reaching approximately 600 educators.*** ***Massachusetts- 13 ELC Birth-to-Grade-Three Communities conduct collaborative community-wide activities to bring greater alignment to their birth-to-grade-three population of young children. Each community demonstrated there was an infrastructure in place to support P-3. Communities develop plans and receive funding and technical assistance.*** ***Massachusetts' Early Educators Fellowship Institute: Birth-to-Eight Leadership Series is a community-based professional learning approach for principals and program directors in both public and private programs. Since the ELC began funding the***

	institutes in 2012, approximately 300 local leaders from birth-to grade-three programs have benefitted from the approach. ***Ohio- 3 SPARK Ohio and Ready Schools Demonstration Project sites receive funding and technical assistance to implement P-3 reforms that combine the school-focused Ready School Model and the family focused SPARK Initiative. Each community must have buy-in from early childhood and elementary school stakeholders.*** ***Pennsylvania- 50 Community Innovation Zones are focusing on implementing effective or innovative practices to enhance early learning. Communities address one or more categories of eff orts: (1) community collaboration and networking, (2) P-3 alignment, and (3) family engagement. Each community receives funding to implement its plan.*** ***Pennsylvania's P-3 Governor's Institutes are open to local teams of K-3 and EC leaders and focus on sharing P-3 resources and best practices. The P-3 Governor's Institutes take place over a four-day sessions. Pennsylvania plans to reach 3,000 educators from 2014 to 2017.*** ***Washington- 10 Regional Early Learning Regional Coalitions focus on several P-3 eff orts, including the coordination of early learning systems in their regions and the implementation of WaKIDS and family support and engagement strategies. Coalitions receive ELC funds as well as philanthropic resources to carry out their work.***
State education agencies	***Rolf Grafwallner, Director, Early Childhood Education, Council of Chief State School Officers (effective 8/1/2016)*** ***Bruce Atchison, Education Commission of the States***
Governor's education advisors	***Aliyah Samuel, Senior Policy Analyst, National Governor's Association Center for Best Practices***
School leaders	***National Association of Elementary School Principals*** ***Leading districts, such as Highline Public Schools***

For each task, the Expert Panel will provide input and expertise into the B-3 framework design and evaluation elements, and will be engaged to review progress and provide feedback to help the work to remain focused and on target. The Panel will meet in-person in Nevada on an annual basis, and then work in full or small groups on a regular basis throughout the year. We will convene the group as a whole two times a year, in addition to the annual in-person meeting, to contribute to the work. Individual members and/or small groups will be called upon more frequently to assist with task development, depending on their area of expertise.

More specifically, the expert panel will assist with the planning task by helping to identify key communities from around the country with successful B-3 strategies, and to bring those forward to share with the Nevada stakeholders. Our staff will follow up with additional information gathering and interviews, as needed, to ensure that the Nevada plan leverages the learning from others who have engaged in B-3 work previously.

Prospective Expert Panel members will be vetted through the CAA Project Team and the Department of Education, Office of Early Learning and Development prior to recruitment. Prospective members will be provided with a project overview, as well as member expectations. Stipends will be offered, as needed and appropriate to compensate for participation and all travel to in-person meetings in Nevada will be provided, in addition to the stipend. While this cost proposal includes a budget of $5,000 per year for each Expert Panel member, actual amounts will be negotiated on an individual basis, but the overall annual budget for stipends will not exceed $50,000.

3.1.2 Guide the development of a cohesive and coherent, comprehensive B-3 plan.

3.1.2.1 Task: Facilitate consensus around shared goals.

A. Activity for 3.1.2.1: Conduct meeting or a series of meetings to reach consensus.

B. Deliverable for 3.1.2.1.A: Provide a list of goals.

3.1.2.2 Task: Guide the committee and provide feedback on ongoing activities and potential strategies.

A. Activity for 3.1.2.2: Conduct meeting or a series of meetings to examine activities and develop strategies.

B. Deliverable for 3.1.2.2.A: Provide a list of strategies.

3.1.2.3 Task: Present initial framework for B-3 system and facilitate revisions and refinements.

A. Activity for 3.1.2.3: Conduct meeting or a series of meetings to finalize framework.

B. Deliverable for 3.1.2.3: Provide a framework for B-3 System.

The CAA Project Team, comprised of professional staff from the Children's Advocacy Alliance, Children's Cabinet and the Nevada Institute for Children's Research and Policy, have extensive experience with facilitating consensus around shared goals, developing frameworks to achieve those goals and guiding activities to develop strategies, particularly in the early childhood arena in Nevada.

CAA acts as a concentric convener for organizations, agencies, families, and stakeholders within the early childhood community in a multitude of ways. Currently, we host the Strong Start for Children: Building Nevada's Future Campaign. The Campaign provides information and resources for families, providers, businesses, and community leaders. CAA built the framework for the Campaign in collaboration with local early learning communities as well as guidance from national experts. The Strong Start Campaign is led by an advisory council that is made up of a variety of early learning specialists from across the state. CAA also reaches out to the early learning community to keep them engaged in policy development and to align efforts around a common agenda to advance quality and access in early childhood education programs across the State. As a result of this work, we are currently developing the Community Navigator Program which is designed to assist families with young children by identifying and supporting families to engage with early childhood and familial resources in the community, including preschool. This project will be targeted in the urban core of Las Vegas, as well a targeted neighborhood in Reno, and is anticipated to begin in Fall 2016.

CAA works collaboratively with a variety of government entities, service providers, and evaluation experts. We have worked with the Nevada Division of Public and Behavioral Health to conduct research on early childhood education (ECE) health regulations and the Southern Nevada Health District to create a childhood obesity prevention tool kit for early childhood providers and parents with young children. We have also partnered with the City of Las Vegas to provide expertise on ECE for their Innovations in Education committee, to explore the possibility of Pay for Success (PFS) in Southern Nevada and in creating the community navigator program. Along with our partners at the City of Las Vegas, University of Nevada Las Vegas and the State of Nevada, CAA has been working to study and secure a PFS/Social Impact Bond project to expand access to high quality early childhood education programs in Nevada. We worked collaboratively to assist in securing three technical assistance grants (two with the State of Nevada and one with the City of Las Vegas) and contributed to the development of the State's Preliminary Early Childhood Education Pay for Success Feasibility Study, released earlier this year.

CAA also has strong relationships with many providers, public entities and community leaders throughout Nevada, including: Family to Family Connection, Nevada Department of Education, the Las Vegas Metro Chamber of Commerce, Southern Nevada Early Childhood Advisory Council, the Children's Cabinet, Nevada PTA, United Way of Southern Nevada, University of Nevada, Las Vegas, Immunize Nevada, Head Start, and Early Head Start to name a few. In a national effort to encourage people to caucus for children, CAA joined with Every Child Matters to run a local campaign. To ensure that this campaign was successful, CAA utilized local organizations including private preschool programs, Head Start, Early Head Start, Children's Cabinet, Las Vegas Urban League and Immunize Nevada to engage families and community leaders in this effort. In addition to

collaborating on projects, CAA stays connected to the different service providers by sitting on committees such as Southern NV Early Childhood Advisory Council (SNECAC), the City of Las Vegas' Innovation in Education Council, Nevada Association for the Education of Young Children (NevAEYC), and the United Way of Southern Nevada's Commitment to Education Council.

Our project partners, The Children's Cabinet and the Nevada Institute for Children's Research and Policy also have extensive experience in building collaborations and aligning consensus.

The Children's Cabinet currently sits on over 20 B-3-related boards and committees including the Nevada Early Childhood Advisory Council (Cabinet department director currently sits as the ECAC chair), Nevada Association for the Education of Young Children, Strong Start Advisory Committee, Nevada Department of Education Every Student Succeeds Act Advisory Group, Learn the Signs Act Early Steering Committee, Nevada Early Intervention Interagency Coordinating Council (ICC) Child Find Subcommittee, Child Care Aware of America's Membership Council, and The Nevada Registry Advisory Council. The Children's Cabinet understands that building consensus and aligning activities among all B-3 agencies is critical for creating a comprehensive framework to move the early learning system forward in Nevada. The Cabinet devotes staff time to be an ACTIVE member of early learning committees across Nevada and when resources allow, also aligns program activities to the work of these various groups.

In addition to building consensus with various B-3 agencies, The Children's Cabinet has a very strong relationship with licensed child care providers throughout Nevada which was built by providing over 20 years of training and onsite assistance to early learning professionals. In addition to training and onsite assistance, The Children's Cabinet has hosted or assisted in the facilitation of numerous focus group and consensus building meetings with child care providers. One indicator of this successful relationship and providers' willingness to work with The Children's Cabinet is the Cabinet's market rate survey response rate. The Cabinet has been very successful in administering this survey in 2006, 2009, 2011, 2013, and 2015 reaching a 60% response rate or higher by county and by provider type (center, family child care and group).

To reach stakeholders, The Children's Cabinet has an up-to-date data system with all licensed child care providers throughout Nevada as well as contacts for all district PreK administrators. This same data system has a community agency module with over 1,000 stakeholder individuals. Having this information readily available will expedite contact with early learning professionals and other key stakeholders across Nevada.

The Nevada Institute for Children's Research and Policy (NICRP) has nearly 20 years of experience working to improve the lives of children and families in the state of Nevada. Specifically, NICRP has been engaged in promoting and improving early childhood education since its inception in 1998. NICRP has been on the forefront of the development of the early childhood landscape in Nevada by working with partners to create the Southern Nevada Early Childhood Advisory Council, assisting in the developing the framework and evaluation of the state's Silver State Stars Quality Rating

Improvement System, as well as working with local and state partners to explore the feasibility of using a Pay for Success model to fund early childhood education. NICRP staff currently serve on the board of the Nevada Association for the Education of Young Children, participate in the state level Early Learning Roundtables and participate as part of the Nevada team at the national BUILD conference each year focusing on Quality Rating and Improvement System for early childhood. NICRP also has a strong partnership with both CAA and the Children's Cabinet through existing collaborations on the Strong Start for Children Campaign, state level Pre-K development initiatives as well as an outreach and education strategy for early childhood through our relationship with the W.K. Kellogg Foundation.

For this project NICRP will serve as part of the CAA Project Team and will assist in planning, as well as lead efforts around the evaluation of the B-3 Pilot including data collection, data analysis, constructive feedback and developing strategies for plan improvement.

In that capacity, NICRP has expertise in primary data collection, data management and storage. In addition, NICRP is a center at the University of Nevada, Las Vegas and therefore has rigorous standards for the maintenance and security of any data collected. NICRP has extensive experience with developing and implementing program evaluation measures. This includes both implementation and process evaluation as well as tracking and monitoring program outcome goals. NICRP is the contracted external evaluator on a number of federally funded grants including a teen pregnancy prevention program through the Office of Adolescent Health (OAH), Healthy Start program under the Health Resources and Services Administration (HRSA), Federal IV-E Waiver Demonstration Project under the Children's Bureau of the Administration of Children and Families (ACF) as well as serving as the external evaluator for the Silver State Stars QRIS program since its inception in 2009.

NICRP has a proven track record of providing timely, informative, scheduled progress and evaluation reports for our program partners. While regular reports will be scheduled under this award, NICRP can also provide data on program implementation or progress toward outcome goals on an as needed basis and is responsive to specific data requests. The overall goal of NICRP as an evaluator is to serve the program by collecting, analyzing and interpreting data collected to monitor progress toward outcome goals as well as collect, analyze, and report data around program implementation that will inform program partners and allow for continuous quality improvement.

Through our combined efforts, the CAA Project team is well suited to convene the right group of community stakeholders to develop consensus around shared goals that will focus on being long-term, achievable within the limits and structure of Nevada, and sustainable well beyond the grant project period. As Nevada based organizations, we will have the ability to be on the ground, working one-on-one with the Steering Committee and key stakeholders to develop a B-3 framework that has strong buy-in and that will not sit on a shelf after the grant period is over.

3.1.3 Assist in planning the initial phases of the B-3 pilot.

3.1.3.1 Task: Guide the committee in determining short- and long-term goals for the pilot.

A. Activity for 3.1.3.1: Conduct meeting or a series of meetings to establish goals of the pilot project.

B. Activity for 3.1.3.1: Research pilot design options.

C. Activity for 3.1.3.1: Conduct meeting or a series of meetings to determine pilot design.

D. Activity for 3.1.3.1: Gather feedback to finalize B-3 pilot design.

E. Deliverable for 3.1.3.1.A through 3.1.3.1.D: Provide a B-3 pilot framework.

The CAA Project team will lead the committee in developing both short and long term goals through a strategic planning process. During this process, information gathered in the planning phase of the project through focus groups and key informant interviews will be synthesized in the context of successful models from other communities. The CAA Project team will ensure that all goals are SMART (Specific, Measureable, Achievable, Realistic, and Time-Bound) so that benchmarks can be established and progress can be measured. Once goals and objectives have been established, the CAA Project team will work with the committee to develop a pilot implementation plan. This plan will include the process for information sharing, recruitment and selection of pilot communities as well as the plan for implementation, data collection, feedback and revision during the pilot phase of the project. To assist with the selection of the pilot sites, the CAA Project team will work with the committee to create an application to vet interested communities. Once the committee has reviewed and approved the full draft of the plan and the application process, it will be vetted with the National Panel to ensure that we are building from lessons learned in other communities. This review will allow the CAA project team to revise the plan's framework and application process and gain final approval on both pieces from the committee.

During the development of the Pilot Project, the National Expert Panel will be called upon to inform the design of the pilot as well as the evaluation strategy. Experts on this panel have intimate knowledge of existing B-3 systems and can share lessons learned in the planning and pilot development phase. They can also highlight key characteristics to look for in pilot communities to ensure appropriate buy in for success. Their expertise will be combined with local stakeholder experiences to ensure that the pilot plan fits into Nevada's existing infrastructure or includes plans for the development of additional systems as needed.

3.2 PROJECT II – PILOT

3.2.1 Recruit communities to participate in the B-3 pilot.

3.2.1.1 Task: Disseminate information, create buy-in, and recruit and select communities for the B-3 pilot.

A. Activity for 3.2.1.1: Conduct outreach and hold informational meetings as necessary.

B. Deliverable for 3.2.1.1.A: Participant communities with appropriate buy-in and commitment.

The CAA Project Team will work together with the existing planning committee to widely disseminate information about the B-3 planning process, the pilot framework and stated goals and objectives to educate stakeholders statewide about this initiative and how they can be involved through an application to serve as a pilot community. Using the information and recruitment plan laid out during the planning phase of the project, the CAA Project Team will identify appropriate communities and recruit them to participate in the pilot phase of this project. Using feedback from the planning committee and lessons learned from the national Expert Panel, the team will also utilize our ECE networks statewide including the statewide and local Early Childhood Advisory Councils, the P-3 committees, QRIS network participants and local school districts to disseminate information on the proposed plan and request that communities complete the application for the pilot. Previous attempts in Nevada to solicit volunteers for pilot testing of new systems in ECE have been successful. NICRP coordinated the evaluation for the pilot phases of Nevada's QRIS system and at that time hundreds of centers responded to the call to participate in the pilot and help develop Nevada's QRIS system.

Communities that express interest or those that are identified by the planning committee and leadership teams will be contacted and leadership within that community will be asked to participate in an information sharing session to learn more about the proposed pilot. The session would discuss how the pilot would work in their community and review the application process. Ideally, community leaders statewide will already be familiar with the plan and pilot because they will have already participated in Phase I of the project – the planning phase. The CAA Project Team will also hold an open on-line question period on the application process. This will ensure that interested communities that were unable to attend an information sharing session have access to all information and details regarding the application process.

To assist with reviewing applications, the CAA Project Team will put together a diverse review panel by soliciting volunteers from the B-3 committee and the Expert Panel. Once all applications are received, the CAA Project Team and the review panel will evaluate the applications using a matrix that was approved during the initial planning phase of the B-3 pilot. The panel will be instructed to select a mixture of communities from within the state , both rural and urban, north and south to

ensure diversity of participation in the pilot. Communities selected will be involved in the implementation of the pilot and design of the implementation processes to the extent possible. The project team will ensure that principles of Community Based Participatory Research (CBPR) will be incorporated to include regular feedback and two way communication so that communities feel a part of the pilot process and are sharing their feedback during planning and implementation of the pilot. This process for information gathering and sharing will help to ensure that communities "buy-in" to the B-3 system, thus assisting in long term sustainability and credibility with other communities once the B-3 System moves statewide.

3.2.2 Implement the pilot model in selected communities.

3.2.2.1 Task: Provide information session, and necessary training.

A. Activity for 3.2.2.1: Design and implement training to build the capacity of communities to implement the B-3 Framework.

B. Deliverable for 3.2.2.1.A: Provide regular updates on project implementation.

Next, the project team will move to implementation of the pilot model in the selected communities. All agencies on the CAA Project Team have experience in the implementation of programs and community wide initiatives. Currently CAA, NICRP and The Children's Cabinet work together on the statewide Strong Start for Children campaign to promote ECE in Nevada. In this phase of the project the CAA Project Team will develop materials for dissemination to community stakeholders and hold a series of information sessions and trainings. These training sessions will build the capacity of the community to implement the B-3 Framework developed in Phase I of the project, as well as follow data collection and evaluation procedures set forth in the B-3 Pilot Framework. The CAA Project Team will develop a process of regular updates to the state and planning committee regarding progress of pilot implementation, including successes, challenges, lessons learned and revisions made along the way.

3.2.2.2 Task: Provide on-the-ground, frequent and consistent support for communities implementing the pilot.

A. Activity for 3.2.2.2: Design and implement monitoring and support plan to ensure that the B-3 framework is implemented with fidelity.

B. Deliverable for 3.2.2.2.A: Provide regular updates on project implementation.

The CAA Project Team has extensive experience developing curriculum, providing training and managing multi-site projects in Nevada. As a team, we currently collaborate on the development, facilitation and implementation of the Strong Start Nevada campaign. Together we have built curriculum for trainings that are presented to parents, guardians, providers and business leaders in the community, and with the help of the Strong Start Advisory committee we amend those trainings based on feedback and best practices. We have also designed a train-the-trainer series to build the capacity of leaders in communities throughout the State of Nevada to implement the program. To ensure fidelity and sustainability, this program includes initial training, resources and supports, an online support community and boots-on-the-ground support from the Project Team.

For the implementation of the B-3 Pilot Project, the Project Team will develop an informational session, as well as trainings specific to the provider populations in each area where the pilot will be implemented. All Project Team members have experience with curriculum development, adult learning techniques, public speaking, and evaluation of trainings. All trainings will also be submitted to the relevant licensing and training approval entities in Nevada (i.e.: Nevada Registry; Dept. of Education; Board of Examiners for Social Workers; etc.) in order for participants to receive continuing education credits.

Actual curriculum, standards and content for the trainings will be developed in coordination with the B-3 Steering Committee and the National Expert Panel to align with the B-3 Framework that will be developed in Phase I of the project. The B-3 Steering Committee and the National Expert Panel will also regularly review progress reports and provide their recommendations for strengthening pilot implementation and help inform necessary revisions and modifications.

The implementation strategy will also include continuous, on-the-ground support and technical assistance from members of the Project Team. Each pilot site will have a primary point of contact, depending on geographical location, which will coordinate trainings, implementation strategies, evaluation and on-going technical support and assistance. We will also conduct all-site project meetings on a regular basis throughout the pilot project period to ensure coordination and to provide an opportunity for all pilot project participants to share and learn from one another.

3.2.3 Collaborate to adjust and refine the framework based on implementation efforts.

3.2.3.1 Task: Collect, analyze and synthesize multiple sources of data to inform the pilot.

A. Activity for 3.2.3.1: Collaborate to establish outcomes and a variety of methods to measure progress toward outcomes.

B. Deliverable for 3.2.3.1.A: Provide a list of outcomes, a list of measures, and regular updates on progress.

The CAA Project Team includes the Nevada Institute for Children's Research and Policy (NICRP), a respected research and evaluation center at the University of Nevada, Las Vegas. Because of

NICRP's expertise in program evaluation, they will lead pilot implementation efforts and will develop a process for reporting on progress and working with the committee for refining the B-3 Framework based on implementation efforts and evaluation findings. NICRP has more than 20 years of combined experience in conducting evaluation research and making effective data driven recommendations for adjustments to program implementation as needed. In addition NICRP has a demonstrated track record of working with planning committees and community organizations to develop measureable goals and objectives. NICRP staff consistently work with state and local organizations to develop logic models that include SMART goals and clear concise evaluation plans to measure progress toward reaching those goals. In addition, NICRP is mindful of the importance of measuring and documenting the implementation process. This information can help explain outcome findings, as well as ensure that the process for implementation is well documented so that it can be replicated in other communities as needed.

Part of the evaluation and measurement process for the B-3 Pilot will include the development of projected outcomes and a process to measure each of these outcomes. During the planning process, benchmarks toward meeting outcome goals will be developed as well as associated measures for each goal and a timeline for progress and completion of each goals. NICRP routinely creates these plans for evaluation and will ensure that the evaluation design and analysis plan for outcome measurement is both rigorous and efficient.

3.2.3.2 Task: Work with the B-3 committee to revise and refine the B-3…system based on implementation.

A. Activity for 3.2.3.1: Conduct meeting or a series of meetings to guide the committee in making adjustments to the framework based on pilot implementation.

B. Deliverable for 3.2.3.2.A: Provide data-informed adjustments to B-3 framework.

The CAA Project Team will coordinate the pilot implementation and take findings from the process and outcome evaluation to make data driven recommendations to further revise and refine the B-3 framework. Findings will be reviewed and interpreted by the CAA Project Team and data driven recommendations will be developed and presented to the planning committee. These recommendations will be reviewed and discussed by the committee and the committee will make final determinations about revisions to the B-3 framework and pilot testing. Adjustments to the framework will be approved by the planning committee and implemented by the CAA Project Team. Any adjustments to the framework will also be reflected in revisions to the evaluation plan as necessary, and documented. As implementation continues, progress toward outcome goals will be reviewed on a regular schedule and adjustments will be reviewed by the planning committee as necessary. The evaluation plan for the pilot will be developed so that it is flexible and responsive to necessary changes to ensure that the final B-3 Framework is something that Nevada can use statewide.

3.3 PROJECT III – PROFESSIONAL LEARNING

3.3.1 Create, implement and evaluate professional learning series based on the Nevada B-3 System framework.

3.3.1.1 Task: Developing comprehensive professional learning series for education systems and communities.

A. Activity for 3.3.1.1: Collaborate with NDE and B-3 committee to become familiar with the B-3 framework and needs identified.

B. Activity for 3.3.1.1: Develop draft learning series including session schedule, scope and sequence, session objectives and evaluation for review by committee.

C. Deliverable for 3.3.1.1.A and 3.3.1.1.B: Provide professional learning series.

3.3.1.2 Task: Implement high-quality professional learning around program implementation across multiple and varied sites.

Drawing upon extensive experience in creating, implementing and evaluating professional learning series, the CAA Project Team is well suited to develop and implement a strong professional learning series that allows the B-3 framework to be sustained and scaled in Nevada. The CAA Project Team, in collaboration with the NDE, the B-3 Steering Committee, and the National Expert Panel, will utilize the work done in the planning phase and pilot to drive the decision making for the professional learning phase of the project. A draft of the learning series will be developed by the Project Team and will be reviewed by the Steering Committee and Expert Panel. Once the learning series is finalized, the Project team, led by the Children's Cabinet, will implement the full training for a variety of early learning professionals and identified community leaders across the state. NICRP will create and maintain a program evaluation to determine the effectiveness of the learning series and drive improvements. Upon completion of Project III, Nevada will have a completed B-3 framework and professional learning series to guide the state's work around comprehensive B-3 efforts that can be integrated into existing services moving forward.

The ability to develop a comprehensive professional learning series for education, public health and related B-3 systems and communities requires a variety of skills from the project team. The CAA Project Team will have a deep understanding of not only the training content, but we also understand the culture of the early learning and development community in Nevada. Additionally, we bring a strong background in understanding best practice for adult education and training so as to drive the learning series development.

The Project Team will also develop a comprehensive marketing strategy to assist in recruiting participation not only from the pilot project sites, but also from individuals and organizations throughout the State of Nevada to assist in scaling the B-3 framework to other communities. The

learning series will be provided on-site in multiple locations throughout the State, which will be identified in the planning phase. On-site training will be provided at no cost to participants and will be provided at locations and times that are most convenient for the target populations (including evenings and weekends). The learning series will also include an on-line component to ensure participation by those who are unable to attend on-site trainings. As needed, the Project Team will also make all trainings and materials available in Spanish. Continuing education credits will be requested from all relevant entities for each training developed in the series.

In partnership with the CAA Project Team, The Children's Cabinet will lead the implementation of the Professional Learning Series. The Children's Cabinet has close to 20 years of experience in providing early learning trainings to providers in Nevada. Fiscal year to date (July 1, 2015 to June 27, 2016), The Cabinet has trained closed to 5,000 participants in 384 classes offered both in-person at various community locations in Nevada and through the use of Go-to-Training (online training software from Citrix).

All training content of The Children's Cabinet is based in current research and approved by the Nevada Registry. All trainers of The Children's Cabinet have training in Adult Learning Theories and must use best-practice guidelines in preparing coursework and delivering training. The best practice guidelines are used quarterly by trainers to self-reflect on their sessions and by supervisors who observe use the guidelines in reflective supervision with trainers.

The Children's Cabinet has experience working with funders and curriculum committees to create grant-specific courses. The latest coursework created for a specific funder with stakeholder feedback was for the Nevada Division of Public and Behavioral Health (DPBH) Chronic Disease Prevention. Three classes were developed using American Academy of Pediatric Caring for Our Children 3rd Edition and then modified to address stakeholder feedback and to include funder-specific objectives.

The Children's Cabinet is experienced in using participant evaluations and feedback to improve the classes they offer. The Cabinet will share the results of the NICRP-developed evaluation with the CAA Project Team to continually improve the B-3 curriculum, training locations, days and times, provided. The Children's Cabinet has an established training database in place to create workshop calendar, participant records and report outcomes. The database can query coursework by funding source; therefore, B-3 leadership series outcomes can be separated from other funding sources. This data system is customizable and can also be adapted to collect specific evaluation questions pertaining to the B-3 learning series.

3.3.1.3 Task: Evaluate the effectiveness of the professional learning.

A. Activity for 3.3.1.3: Establish evaluation method and submit regular updates and final outcomes.

B. Deliverable for 3.3.1.3.A: Provide a report detailing the effectiveness of the B-3 professional learning series.

NICRP's evaluation expertise includes measurement of learning objectives immediately following an educational opportunity as well as retention of information after a learning opportunity. NICRP has

experience developing evaluations of training programs aimed at professionals, parents and youth. Most recently NICRP analyzed program evaluation data for a local program and completed a submission to SAMHSA's National Registry for Evidence Based Programs and Practices (NREPP), which resulted in the program gaining status on the registry's national list of evidence based programs. NICRP has the experience and expertise to develop evaluation plans that will ensure information is captured in a way that best informs the purpose of the educational learning series and documents those findings so that the learning series can be replicated.

During development of the professional learning series, NICRP will work with the CAA Project Team members to ensure the establishment of measurable goals and objectives including clear outcomes for each component of all classes in the series. Additionally, NICRP will consult with the Expert Panel on key components of a professional learning series as well as best practices for evaluation of the series. Pre/post testing will be utilized to measure immediate impacts of learning objectives and follow up testing will be utilized as needed to monitor retention of information. Findings from these assessments will be provided to the CAA Project Team as well as the planning committee for review during the pilot testing phase. Finally, NICRP will provide a report detailing the effectiveness of the professional learning series in regard to immediate impacts, retention of information as well as other expected outcomes as determined during the development of the professional learning series.

3.3.1.4 Task: Revise the professional learning series based on outcome data and feedback.

A. Activity for 3.3.1.4: Collaborate with the B-3 committee to review the series evaluation and make recommendations for improvements.

B. Deliverable for 3.3.1.4.A: Provide the final version of the B-3 professional learning series materials.

After final evaluation data is compiled into a report, the planning committee will be able to make recommendations to improve the professional learning series. The series will be revised based on those recommendations and evaluation tools and methods will be adjusted as appropriate. The CAA Project Team has demonstrated experience in reviewing and revising professional learning opportunities as evidenced by our work with the Strong Start Campaign and its associated advocacy training. Starting in 2014, project members from CAA and NICRP developed, tested, evaluated and revised this training to improve outcomes for participants.

TAB VII – Section 4 – Company Background and References

4.1 VENDOR INFORMATION

4.1.1 Company Profile

Question	Response
Organization name:	***Children's Advocacy Alliance***
Ownership: (sole proprietor, partnership, etc.)	***Non-Profit***
State of incorporation:	***Nevada***
Date of incorporation:	***May 17, 1998***
# of years in business:	***17.5***
List of top officers:	***Denise Tanata (Executive Director); Gard Jameson (Chairman); Lynn Purdue (Vice Chair); Virginia Valentine (Secretary/Treasurer)***
Location of company headquarters:	***5258 South Eastern Ave, Suite 151 Las Vegas, NV 89119***
Location(s) of the office that will provide the services described in this RFP:	***5258 South Eastern Ave, Suite 151 Las Vegas, NV 89119*** ***3500 Lakeside Drive, Suite 209 Reno, NV 89509***
Number of employees locally with the expertise to support the requirements identified in this RFP:	***4***
Number of employees nationally with the expertise to support the requirements in this RFP:	***0***
Location(s) from which employees will be assigned for this project:	***Las Vegas and Reno offices***

4.1.2 **Please be advised**, pursuant to NRS 80.010, a corporation organized pursuant to the laws of another state must register with the State of Nevada, Secretary of State's Office as a foreign corporation before a contract can be executed between the State of Nevada and the awarded vendor, unless specifically exempted by NRS 80.015.

4.1.3 The selected vendor, prior to doing business in the State of Nevada, must be appropriately licensed by the State of Nevada, Secretary of State's Office pursuant to NRS 76. Information regarding the Nevada Business License can be located at http://nvsos.gov.

Question	Response
Nevada Business License Number:	***NV19981225099***
Legal Entity Name:	***Children's Advocacy Alliance***

Is "Legal Entity Name" the same name as vendor is doing business as?

Yes	*X*	No	

If "No", provide an explanation.

4.1.4 Vendors are cautioned that some services contain licensing requirement(s). Vendors shall be proactive in verification of these requirements prior to proposal submittal. Proposals that do not contain the requisite licensure may be deemed non-responsive.

4.1.5 Has the vendor ever been engaged under contract by any State of Nevada agency?

Yes	*X*	No	

If "Yes", complete the following table for each State agency for whom the work was performed. Table can be duplicated for each contract being identified.

Question	Response
Name of State agency:	***DHHS, Division of Public and Behavioral Health, Chronic Disease***
State agency contact name:	***Monica Morales***
Dates when services were performed:	***August 12, 2013 to present (annual renewable contracts)***
Type of duties performed:	***Training, technical assistance and project management related to early childhood obesity prevention policies, practices and strategic planning.***
Total dollar value of the contract:	***$80,780 (5 awards)***

4.1.6 Are you now or have you been within the last two (2) years an employee of the State of Nevada, or any of its agencies, departments, or divisions?

Yes		No	*X*

If "Yes", please explain when the employee is planning to render services, while on annual leave, compensatory time, or on their own time?

If you employ (a) any person who is a current employee of an agency of the State of Nevada, or (b) any person who has been an employee of an agency of the State of Nevada within the past two (2) years, and if such person will be performing or producing the services which you will be contracted to provide under this contract, you must disclose the identity of each such person in your response to this RFP, and specify the services that each person will be expected to perform.

4.1.7 Disclosure of any significant prior or ongoing contract failures, contract breaches, civil or criminal litigation in which the vendor has been alleged to be liable or held liable in a matter involving a contract with the State of Nevada or any other governmental entity. Any pending claim or litigation occurring within the past six (6) years which may adversely affect the vendor's ability to perform or fulfill its obligations if a contract is awarded as a result of this RFP must also be disclosed.

Does any of the above apply to your company?

Yes		No	*X*

If "Yes", please provide the following information. Table can be duplicated for each issue being identified.

Question	**Response**	
Date of alleged contract failure or breach:		
Parties involved:		
Description of the contract failure, contract breach, or litigation, including the products or services involved:		
Amount in controversy:		
Resolution or current status of the dispute:		
If the matter has resulted in a court case:	Court	Case Number
Status of the litigation:		

4.1.8 Vendors must review the insurance requirements specified in Attachment E, Insurance Schedule for RFP 2108. Does your organization currently have or will your organization be able to provide the insurance requirements as specified in Attachment E?

Yes	*X*	No	

Any exceptions and/or assumptions to the insurance requirements ***must*** be identified on ***Attachment B, Technical Proposal Certification of Compliance with Terms and***

Conditions of RFP. Exceptions and/or assumptions will be taken into consideration as part of the evaluation process; however, vendors must be specific. If vendors do not specify any exceptions and/or assumptions at time of proposal submission, the State will not consider any additional exceptions and/or assumptions during negotiations.

Upon contract award, the successful vendor ***must*** provide the Certificate of Insurance identifying the coverages as specified in ***Attachment E, Insurance Schedule for RFP 2108***.

4.1.9 Company background/history and why vendor is qualified to provide the services described in this RFP. Limit response to no more than five (5) pages.

The Children's Advocacy Alliance (CAA) is governed by a 16 member Board of Directors, led by Chairman and Co-Founder Dr. Gard Jameson and staffed by Denise Tanata, Executive Director. The Board and organization are managed under the direction of organizational bylaws, board policies and organizational policies and procedures. CAA receives an annual audit of fiscal activities through a contract with Houldsworth, Russo, and Associates and contracts for bookkeeping services with Bookkeeping Matters, Inc. The Executive Director serves at the discretion of the Board of Directors who provide organizational oversight and direction regarding fiscal, operational, and legal matters. The Executive Director serves as the binding authority for the organization and provides direct oversight and supervision of all CAA staff, contractors, and volunteers, as well as programmatic direction and supervision.

CAA is a community-based, nonprofit organization that mobilizes people, resources, and reason to ensure every child has a chance to thrive and make Nevada a better place to live and raise a family. CAA advocates for the well-being of Nevada's Children. We bring people together to build consensus around priorities and leverage our collective strength towards real changes in policy and practice. Our organization collects, analyzes, and shares research and information with people who make decisions impacting Nevada's children and families.

CAA acts as a concentric convener for organizations, agencies, families, and stakeholders within the early childhood community in a multitude of ways. Currently, we host the Strong Start for Children: Building Nevada's Future Campaign. The program provides information and resources for families, providers, businesses, and community leaders. The Strong Start Campaign is led by an advisory council that is made up of a variety of early learning specialist from across the state. CAA also reaches out to the early learning community to keep them engaged in policy development and to align efforts around a common agenda to advance quality and access in early childhood education programs across the State. As a result of this work, we are currently developing the Community Navigator Program which is designed to assist families with young children by identifying and assisting with early childhood and familial resources including preschool. This project will be targeted in the urban core of Las Vegas, as well a targeted neighborhood in Reno, and is anticipated to begin in Fall 2016.

CAA works collaboratively with a variety of government entities, service providers, and evaluation experts. We have worked with the NV Division of Public and Behavioral Health to conduct research on ECE health regulations and the Southern NV Health District to create a health tool kit for EC providers and parents with young children. We have also partnered with the City of Las Vegas to provide expertise on ECE for their Innovations in Education committee, to explore the possibility of PFS in Southern Nevada and in creating the community navigator program. Along with our partners at the City of Las Vegas, UNLV and the State of Nevada, CAA has been working to study and secure a PFS/SIB project to expand access to high quality early childhood education programs in Nevada. We worked collaboratively to assist in securing three technical assistance grants (two with the State and one with the City of Las Vegas) and contributed to the development of the State's Preliminary ECE PFS Feasibility Study, released earlier this year.

CAA has strong relationships with many service providers throughout Nevada. In an effort to complete Strong Start Campaign projects, we have worked with Family to Family Connection, Nevada Department of Education, the Las Vegas Metro Chamber of Commerce, Southern Nevada Early Childhood Advisory Council, the Children's Cabinet, Nevada PTA, United Way of Southern Nevada, University of Nevada, Las Vegas, Immunize Nevada, Head Start, and Early Head Start to name a few. In a national effort to encourage people to caucus for children, CAA joined with Every Child Matters to run a local campaign. To ensure that this campaign was successful, CAA utilized local organizations including private preschool programs, Head Start, Early Head Start, Children's Cabinet, Las Vegas Urban League and Immunize Nevada to engage families and community leaders in this effort. In addition to collaborating on projects, CAA stays connected to the different service providers by sitting on committees such as Southern NV Early Childhood Advisory Council (SNECAC), the City of Las Vegas' Innovation in Education Council, Nevada Association for the Education of Young Children (NevAEYC), and the United Way of Southern Nevada's Commitment to Education Council.

To complement our experience working in the community with various partners, CAA has reached out to the Children's Cabinet, as well as the NV Institute for Children's Research and Policy (NICRP) to serve as key project partners. These partnerships will help support the B-3 Projects and ensure alignment of the projects with other key early childhood education initiatives, including the Nevada Ready! PreK Development Grant, the Nevada ECAC Strategic Plan and the Strong Start for Children campaign. Company background/history and qualifications for these subcontractors are located in Section 4.2.

4.1.10 Length of time vendor has been providing services described in this RFP to the public and/or private sector. Please provide a brief description.

The Children's Advocacy Alliance (CAA) was established in 1998 to serve as a voice for children's issues in Nevada. In that capacity, CAA has served as a convener, bringing people together to analyze data, resources and capacity to improve systems, practices and policies that impact children and families. Since our inception, our goal has been to not only identify the problems, but to research

strengths, best practices and evidence based practices and policies that will have a direct impact on children. To accomplish this work, we have built our capacity to bring people together, analyze issues to identify root causes, develop consensus around the actions needed to address the issue, develop and implement strategic plans that are both actionable and achievable, and provide education and training to implement the plan and ensure long-term sustainability.

Similarly, our project partners, the Children's Cabinet and NICRP have a long history of working in our State to improve the lives of children and families, particularly in the area of early childhood education and development. We have a stake in these communities and a strong interest in ensuring that the B-3 Projects are successful and sustainable.

4.1.11 Financial information and documentation to be included in ***Part III, Confidential Financial Information*** of vendor's response in accordance with ***Section 9.5, Part III – Confidential Financial Information***.

4.1.11.1 Dun and Bradstreet Number

4.1.11.2 Federal Tax Identification Number

4.1.11.3 The last two (2) years and current year interim:

A. Profit and Loss Statement

B. Balance Sheet

Provided in Part III, Confidential Financial Information

4.2 SUBCONTRACTOR INFORMATION

4.2.1 Does this proposal include the use of subcontractors?

Yes	*X*	No	

If "Yes", vendor must:

4.2.1.1 Identify specific subcontractors and the specific requirements of this RFP for which each proposed subcontractor will perform services.

Nevada Institute for Children's Research and Policy at UNLV – Under this RFP NICRP will serve as a subcontractor for CAA to lend expertise and technical assistance in Project I – Planning, as well as lead evaluation design and implementation for both Project II – Pilot Testing and Project III – Professional Learning. Under both Project II and Project III, NICRP will lead the design and

implementation of the evaluation and reporting with input and assistance from the rest of the CAA Project Team, the Expert Panel and the Planning Committee.

The Children's Cabinet – Under this RFP, the Children's Cabinet will serve as a subcontractor for CAA to lend expertise and technical assistance in Project I – Planning and Project II- Pilot. This will include participating on the B-3 Steering Committee, conducting outreach with key stakeholders and potential pilot communities, as well as assisting in research and development of the framework. Additionally, the Children's Cabinet will serve as the lead on Project III – guiding the development, outreach and training for the B-3 Professional Learning Series.

4.2.1.2 If any tasks are to be completed by subcontractor(s), vendors must:

A. Describe the relevant contractual agreements;

B. Describe how the work of any subcontractor(s) will be supervised, channels of communication will be maintained and compliance with contract terms assured; and

C. Describe your previous experience with subcontractor(s).

NICRP and CAA have experience in entering into contractual agreements with one another. Currently NICRP has a subcontract with CAA to assist with training efforts for Prevent Child Abuse Nevada as well as collaborative work around early childhood education through an advocacy grant from the W.K. Kellogg Foundation. Both of these agreements include a designated scope of work, reporting periods, and are set up on a cost reimbursement schedule. Although CAA has not entered into any contractual agreements with the Children's Cabinet previously, we have worked together extensively and have established a strong collaborative relationship.

Under the current solicitation, if awarded, CAA would enter into an agreement with both NICRP and Children's Cabinet for a specific scope of work, deliverables, and reimbursement schedule. NICRP is part of the University of Nevada, Las Vegas and therefore has the infrastructure to support compliance with all contract terms and conditions mutually agreed upon during the contract negotiations. Similarly, the Children's Cabinet has extensive experience working with grants and subcontracts and also has the infrastructure to support compliance with all contract terms and conditions.

CAA, NICRP and Children's Cabinet have a long history of collaboration and a strong working relationship. In addition to the current contractual and non-contractual collaborations, we also participate on a number of community boards, coalitions and consortia together as we share a similar mission to improve the lives of children and families in Nevada.

4.2.1.3 Vendors must describe the methodology, processes and tools utilized for:

A. Selecting and qualifying appropriate subcontractors for the project/contract;

B. Ensuring subcontractor compliance with the overall performance objectives for the project;

C. Ensuring that subcontractor deliverables meet the quality objectives of the project/contract; and

D. Providing proof of payment to any subcontractor(s) used for this project/contract, if requested by the State. Proposal should include a plan by which, at the State's request, the State will be notified of such payments.

CAA has selected the subcontractors identified in the response to this RFP based on the needs identified in the RFP. Working alone, none of our organizations has the full capacity to perform all of the tasks required for the three projects identified. However, working collaboratively, we are fully capable of performing these functions. CAA recognizes that we are stronger and more effective when we partner with organizations to build upon our strengths. NICRP and Children's Cabinet have demonstrated, over many years of partnership, that they are not only experts in the field of early childhood education and development, but also that they are committed to this work and have a proven track record of working collaboratively and enthusiastically to complete projects in a comprehensive, efficient and timely manner.

CAA will work with both subcontractors to develop a contract that includes a specific scope of work, including project deliverables and timelines for completion. Subcontractors will submit monthly reimbursement requests that will include a progress report. Additionally, Project Team meetings will be scheduled regularly (at least once per month) to discuss progress, obstacles and next steps. All invoices/reimbursement requests will be paid to the subcontractors within 30 days, upon approval of successful completion of project activities for that time period. CAA will pay all invoices by check, drawn upon a separate account that will be set up for this contract, through our current bank, Bank of America. Bookkeeping will be managed by our Executive Director and our bookkeeping firm, Bookkeeping Matters, LLC. All payments, invoices, bank statements and reports will be available for inspection by the State at their request. CAA would also be willing to establish a method of notifying the State of such payments in a manner that could be negotiated with the contract.

4.2.1.4 Provide the same information for any proposed subcontractors as requested in ***Section 4.1, Vendor Information***.

Subcontractor 1: Nevada Institute for Children's Research and Policy, UNLV

4.1.1 Company Profile

Question	Response
Company name:	***Board of Regents, NSHE, obo UNLV Nevada Institute for Children's Research and Policy***
Ownership (sole proprietor, partnership, etc.):	***Government***
State of incorporation:	***Nevada***
Date of incorporation:	***1998***
# of years in business:	***18 Years***
List of top officers:	***Board of Regents:*** ***Rick Trachok, Chairman*** ***Michael B. Wixom, Vice Chairman*** ***Dr. Andrea Anderson, Cedric Crear, Robert Davidson, Mark W. Doubrava, M.D., Jason Geddes, Ph.D., Trevor Hayes, James Dean Leavitt, Sam Lieberman, Kevin C. Melcher, Kevin J. Page, Allison Stephens***
Location of company headquarters:	***Las Vegas, NV***
Location(s) of the company offices:	***Las Vegas, NV***
Location(s) of the office that will provide the services described in this RFP:	***Las Vegas, NV***
Number of employees locally with the expertise to support the requirements identified in this RFP:	***7***
Number of employees nationally with the expertise to support the requirements in this RFP:	***0***
Location(s) from which employees will be assigned for this project:	***Las Vegas, NV***

4.1.2 **Please be advised**, pursuant to NRS 80.010, a corporation organized pursuant to the laws of another state must register with the State of Nevada, Secretary of State's Office as a foreign corporation before a contract can be executed between the State of Nevada and the awarded vendor, unless specifically exempted by NRS 80.015.

4.1.3 The selected vendor, prior to doing business in the State of Nevada, must be appropriately licensed by the State of Nevada, Secretary of State's Office pursuant to NRS76. Information regarding the Nevada Business License can be located at http://sos.state.nv.us.

Question	Response
Nevada Business License Number:	***UNLV is a state agency. State Vendor No. D35000813***
Legal Entity Name:	***Board of Regents***

Is "Legal Entity Name" the same name as vendor is doing business as?

Yes		No	*x*

If "No", provide explanation.

The Nevada Institute of Children's Research and Policy (NICRP) is a grant funded research center under the School of Community Health Sciences at the University of Nevada, Las Vegas which is part of the Nevada System of Higher Education. Therefore, NICRP's business license and non-profit status are tied to that of the university.

4.1.4 Vendors are cautioned that some services may contain licensing requirement(s). Vendors shall be proactive in verification of these requirements prior to proposal submittal. Proposals that do not contain the requisite licensure may be deemed non-responsive.

4.1.5 Has the vendor ever been engaged under contract by any State of Nevada agency?

Yes	*x*	No	

If "Yes", complete the following table for each State agency for whom the work was performed. Table can be duplicated for each contract being identified.

Question	Response
Name of State agency:	***Nevada Department of Health and Human Services Division of Welfare and Supportive Services***
State agency contact name:	***Romaine Gilliard***
Dates when services were performed:	***July 1, 2010 to June 30, 2012***
Type of duties performed:	***NICRP was contracted to develop and maintain an early childhood database for the State of Nevada. Specific duties included acquisition of data from federal, state, and private sources, establish a secure***

Question	Response
	website to upload and view data, develop website and search engines, test the website with local providers, publically release the website, and maintain the information on the website while under contract.
Total dollar value of the contract:	***$118,650***

Question	Response
Name of State agency:	***Attorney General's Office***
State agency contact name:	***Kareen Prentice/Joelle Gutman***
Dates when services were performed:	***08/01/2011 – 07/31/2016***
Type of duties performed:	***(1) Establishment of a Domestic Violence Fatality Review Team (DVFRT) in Clark County, NV (2) Coordination of the creation of standard protocols for teams and reviews in Nevada (3) Creation of a standard data collection tool for Domestic Violence Fatality Review to be used in Nevada (4) Facilitation of the state DV review team meetings (Three meetings per year)***
Total dollar value of the contract:	***$45,890 (5 awards)***

Question	Response
Name of State agency:	***Department of Health and Human Services Grants Management Unit Children's Trust Fund***
State agency contact name:	***Toby Hyman***
Dates when services were performed:	***07/01/2012 - 6/30/2013***
Type of duties performed:	***Focus on building a statewide network of individuals and agencies dedicated to preventing child abuse and neglect in all its forms by increasing public awareness of child abuse and neglect, supporting research-based prevention programs, and participating in advocacy activities that will strengthen families and protect***

Question	Response
	children. Specifics include quarterly teleconference calls for an Advisory council, coordinate 15 events statewide for National Child Abuse Prevention Month and provide event details on the website, and participate in 20 community awareness events in Southern Nevada and distribute a minimum of 1,000 pieces of child abuse prevention materials.
Total dollar value of the contract:	***$18,551***

Question	Response
Name of State agency:	***Department of Health and Human Services Grants Management Unit Children's Trust Fund***
State agency contact name:	***Toby Hyman/Elena Espinoza***
Dates when services were performed:	***07/01/2013 - 6/30/2016***
Type of duties performed:	***The PCA-NV Advisory Council will indicate completion on a minimum of 50% of the 31 short term objectives listed in the five-year strategic Plan. A minimum of two statewide videoconference mtgs. will be held with representation from a minimum of three rural counties. In addition, PCA-NV staff will assist a minimum of 15 community organization to schedule "Pinwheels for Prevention" events in April 2014. A summary of all events will be posted on the PCA-NV website by June 30, 2014. To increase public awareness of the prevention of child abuse and neglect, NICRP staff will participate in a minimum of 20 community awareness events in southern Nevada and distribute 1,000 pieces of child abuse prevention materials.***
Total dollar value of the contract:	***$120,000 (3 awards)***

Question	Response
Name of State agency:	***Department of Health and Human Services Grants Management Unit Children's Trust Fund***
State agency contact name:	***Toby Hyman***
Dates when services were performed:	***07/01/2013 - 6/30/2015***
Type of duties performed:	***Conduct an evaluation of the Choose Your Partner Carefully Campaign parent training and print materials. Evaluation activities include pre and post knowledge questionnaires given to parents, training satisfaction questionnaires, focus group regarding training, and questionnaire regarding satisfaction with print materials.***
Total dollar value of the contract:	***$65,414 (2 awards)***

Question	Response
Name of State agency:	***Department of Health and Human Services Grants Management Unit Children's Trust Fund***
State agency contact name:	***Elena Espinoza***
Dates when services were performed:	***07/01/2015 - 6/30/2016***
Type of duties performed:	***Provide training for parents, professionals and youth on issues related to child maltreatment prevention.***
Total dollar value of the contract:	***$56,000***

Question	Response
Name of State agency:	***STATE OF NEVADA, DIVISION OF WELFARE AND SUPPORTIVE SERVICES, OFFICE OF EARLY CARE AND EDUCATION***
State agency contact name:	***Patti Oya***
Dates when services were performed:	***07/01/2009 – 12/31/2013***
Type of duties performed:	***Conduct program evaluation, process evaluation, and outcome evaluation for the QRIS implementation. Some examples of***

Question	Response
	the evaluation activities include parents' surveys, center director interviews, center staff surveys, QRIS coaching interviews, and child outcome assessments. Reports are provided on a quarterly and annual basis.
Total dollar value of the contract:	***$136,718 (3 awards)***

Question	Response
Name of State agency:	***State Of Nevada, Department Of Education Office Of Early Learning***
State agency contact name:	***Patti Oya***
Dates when services were performed:	***01/01/2014 – 06/30/2016***
Type of duties performed:	***Conduct program evaluation, process evaluation, and outcome evaluation for the QRIS implementation. Some examples of the evaluation activities include parent surveys, center director interviews, center staff surveys, QRIS coaching interviews, and child outcome assessments. Reports are provided on a quarterly and annual basis.***
Total dollar value of the contract:	***$39,801***

Question	Response
Name of State agency:	***Department of Health and Human Services Director's Office***
State agency contact name:	***Margot Chappel***
Dates when services were performed:	***05/31/2009- 07/15/2009***
Type of duties performed:	***Modify Kindergarten Health Survey based on community stakeholder input, distribute survey to all 17 school districts, enter all surveys returned to NICRP, clean and analyze data, and create final report.***
Total dollar value of the contract:	***$7,700***

Question	Response
Name of State agency:	***Maternal and Child Health Bureau of Child, Family, and Community Wellness Nevada State Health Division***
State agency contact name:	***Deborah S. Aquino/Laura Valentine***
Dates when services were performed:	***07/01/2010 - 06/30/16***
Type of duties performed:	***Modify Kindergarten Health Survey based on community stakeholder input, distribute survey to all 17 school districts, enter all surveys returned to NICRP, clean and analyze data, and create final report.***
Total dollar value of the contract:	***$166,394 (6 awards)***

Question	Response
Name of State agency:	***Nevada State Legislative Council Bureau***
State agency contact name:	***Jane Bailey***
Dates when services were performed:	***10/01/2007 - 06/20/2009***
Type of duties performed:	***Assembly Bill 629 of the 2007 Nevada Legislature mandated that a performance audit of Nevada's child welfare agencies be conducted. The UNLV Research Team led by the Nevada Institute for Children's Research and Policy designed and implemented a study that included random unannounced site visits to child welfare agency offices as well as randomly selected case reviews. NICRP developed a comprehensive data collection tool to use for reviewing case records to ensure all mandatory elements of child welfare case files were included. In addition NICRP reviewed existing policies and procedures and held interviews and focus groups with direct line staff to make recommendations for system improvement.***
Total dollar value of the contract:	***$174,942***

Question	Response
Name of State agency:	***Nevada State Health Division***
State agency contact name:	***Leticia Metherell***
Dates when services were performed:	***11/01/2009 – 07/21/2010***
Type of duties performed:	***Nevada was selected as one of only two states to pilot test and evaluate the One & Only Campaign materials. These materials were designed to help provide education and promote awareness about safe injection practices. NICRP was selected to design and implement the pilot testing and evaluation of campaign print materials. Offices were selected and they were assigned a status of experimental or control groups. Offices designated as control groups were also provided with the materials after data collection for the evaluation was complete. In addition NICRP conducted focus groups and expert reviews of the printed materials.***
Total dollar value of the contract:	***$194,862***

Question	Response
Name of State agency:	***Nevada State Division of Child and Family Services***
State agency contact name:	***Reesha Powell/Melissa Faul***
Dates when services were performed:	***06/01/2007-06/30/2016***
Type of duties performed:	***Contract with the Nevada State Division of Child and Family Services to provide date management and coordination for the Clark County Child Death Review Team. Funded annually since FY07.***
Total dollar value of the contract:	***$183,383 (9 awards)***

Question	Response
Name of State agency:	***State of NV Early Childhood Comprehensive Systems and Head Start Collaboration Office***
State agency contact name:	***Margot Chappel***

Question	Response
Dates when services were performed:	***03/01/2009-05/31/2009***
Type of duties performed:	***Conducted a feasibility study of developing an online interactive database to provide public access to data and reports for children ages 0 to 8 in Nevada.***
Total dollar value of the contract:	***$36,000***

4.1.6 Are you now or have you been within the last two (2) years an employee of the State of Nevada, or any of its agencies, departments, or divisions?

Yes		No	*X**

****The Nevada Institute for Children's Research and Policy (NICRP) is a center within the University of Nevada, Las Vegas. Although staff of the NICRP are technically state employees, as an independent research center within the University, the UNLV Office of Sponsored Programs has advised that NICRP staff are not considered "State Employees" for the purposes of this RFP.***

If "Yes", please explain when the employee is planning to render services, while on annual leave, compensatory time, or on their own time?

If you employ (a) any person who is a current employee of an agency of the State of Nevada, or (b) any person who has been an employee of an agency of the State of Nevada within the past two (2) years, and if such person will be performing or producing the services which you will be contracted to provide under this contract, you must disclose the identity of each such person in your response to this RFP, and specify the services that each person will be expected to perform.

4.1.7 Disclosure of any significant prior or ongoing contract failures, contract breaches, civil or criminal litigation in which the vendor has been alleged to be liable or held liable in a matter involving a contract with the State of Nevada or any other governmental entity. Any pending claim or litigation occurring within the past six (6) years which may adversely affect the vendor's ability to perform or fulfill its obligations if a contract is awarded as a result of this RFP must also be disclosed.

Does any of the above apply to your company?

Yes		No	*X*

4.1.8 Vendors must review the insurance requirements specified in ***Attachment E, Insurance Schedule for RFP 3106.*** Does your organization currently have or will your organization be able to provide the insurance requirements as specified in ***Attachment E.***

Yes		No	*X* ***UNLV is a state agency and is self-insured.***

Any exceptions and/or assumptions to the insurance requirements ***must*** be identified on ***Attachment B, Technical Proposal Certification of Compliance with Terms and Conditions of RFP.*** Exceptions and/or assumptions will be taken into consideration as part of the evaluation process; however, vendors must be specific. If vendors do not specify any exceptions and/or assumptions at time of proposal submission, the State will not consider any additional exceptions and/or assumptions during negotiations.

Upon contract award, the successful vendor ***must*** provide the Certificate of Insurance identifying the coverages as specified in ***Attachment E, Insurance Schedule for RFP 3106.***

4.1.9 Company background/history and why vendor is qualified to provide the services described in this RFP. Limit response to no more than five (5) pages.

The Nevada Institute for Children's Research and Policy (NICRP) is a not-for-profit, non-partisan research center in the School of Community Health Sciences at the University of Nevada, Las Vegas (UNLV). The mission of the Nevada Institute for Children's Research and Policy is to conduct rigorous academic and community based research that will guide public policy and program development in an effort to enhance the lives of Nevada's children. NICRP is a soft funded research institute that is almost entirely self-supporting. The only funds to support NICRP that are not generated from grants and contracts are the salary funds of the Executive Director. All other staff positions, equipment, office supplies, project activities, travel, etc. are supported through grants and contracts.

NICRP's expertise spans multiple areas affecting children and their families. These areas include child and family health, physical fitness and nutrition, child and family mental health, child welfare and child maltreatment, early childhood education, K-12 education, economic stability, injury prevention, and juvenile justice. Qualifications of our staff and center are demonstrated through the various committees and other work NICRP is recruited to participate in. For example, when the Southern Nevada Area Health Education Center closed in late 2010, NICRP was approached by their director as well as the Division of Health and Human Services and asked to become the Nevada chapter of Prevent Child Abuse America due to our stability as an organization, our expertise in the field, and our existing community relationships. NICRP became a provision chapter in 2011 and became fully chartered in 2013.

NICRP staff have also been asked to serve on the Southern Nevada Children's Mental Health Consortium, the board of the Nevada Association for the Education of Young Children, and on the SB258 Task Force on the Prevention of the Sexual Abuse of Children. NICRP staff have also been recruited to give presentations at national conferences (National Conference for America's Children) and to be part of a small group of other Prevent Child Abuse America chapters to attend a meeting at the Center for Disease Control and Prevention to create a plan for collaboration.

NICRP provides a variety of services to both public and private agencies and organizations serving children in an effort to enhance the quality, availability, and effectiveness of programs and services in Nevada. The research, evaluation, and public health outreach services provided by NICRP include grant development, program development, program evaluation, needs assessments, research design, development of data collection tools, qualitative and quantitative data collection and analysis. Related services also include development of campaign or outreach materials, summit or conference planning, community organizing, technical assistance, and trainings. In addition to research and evaluation, NICRP also conducts a variety of policy work including legislative advocacy on local and federal levels, legislative bill tracking, creating legislative briefs, and policy analysis.

Each funded project has a unique scope of work that has to be successfully planned and managed, and this success is illustrated by the number of repeat contracts NICRP has with its sponsors. NICRP staff combined has more than 25 years of experience in instruction, outreach/education, research, and program evaluation. NICRP is seen as a statewide resource for community building, technical assistance, and external research and evaluation services. Some examples of our current work include serving as the external evaluator for a 5 year grant received by the Southern Nevada Health District to reduce teen pregnancy, designing and implementing research and evaluation efforts for the Silver State Stars Quality Rating Improvement System for early childhood education centers offered by the Office of Early Care and Education, coordinating the Southern Nevada Early Childhood Advisory Council meetings and activities, organizing Children's Week at the Legislature during legislative sessions, and designing and implementing a statewide survey for parents of children entering kindergarten to monitor children's health needs and potential services required in the state.

4.1.10 Length of time vendor has been providing services described in this RFP to the public and/or private sector. Please provide a brief description.

Since 1998, NICRP has been dedicated to advancing awareness and understanding of children's issues in Nevada. NICRP focuses primarily on issues relevant to children across the state, using data and research to develop appropriate policy recommendations and programming to advance children's causes. Over the past 18 years, NICRP staff have demonstrated experience in program and performance management through the implementation of nearly 200 external grants and contracts. Since the start of NICRP, staff have conducted services in conference planning, community building, facilitation, training, needs assessments, research, evaluation, program management, data analysis, and report development.

<u>Subcontractor 2 – Children's Cabinet</u>

4.1.1 Company Profile

Question	Response
Organization name:	***The Children's Cabinet***
Ownership: (sole proprietor, partnership, etc.)	***Non-Profit***
State of incorporation:	***Nevada***
Date of incorporation:	***December 18, 1985***
# of years in business:	***30.5***

Question	Response
List of top officers:	***Michael Pomi (Executive Director); Don Butterfield (Chair); Michael Russell (Co-Chair); Chrissy Menicucci (Secretary); Butch Anderson (Treasurer)***
Location of company headquarters:	***1090 South Rock Blvd., Reno, NV 89502***
Location(s) of the office that will provide the services described in this RFP:	***1090 South Rock Blvd., Reno, NV 89502*** ***6161 W. Charleston Blvd., Bldg3A, Las Vegas NV 89146***
Number of employees locally with the expertise to support the requirements identified in this RFP:	***6***
Number of employees nationally with the expertise to support the requirements in this RFP:	***0***
Location(s) from which employees will be assigned for this project:	***Las Vegas and Reno offices***

4.1.2 **Please be advised**, pursuant to NRS 80.010, a corporation organized pursuant to the laws of another state must register with the State of Nevada, Secretary of State's Office as a foreign corporation before a contract can be executed between the State of Nevada and the awarded vendor, unless specifically exempted by NRS 80.015.

4.1.3 The selected vendor, prior to doing business in the State of Nevada, must be appropriately licensed by the State of Nevada, Secretary of State's Office pursuant to NRS 76. Information regarding the Nevada Business License can be located at http://nvsos.gov.

Question	Response
Nevada Business License Number:	***NV19851020794***
Legal Entity Name:	***The Children's Cabinet, Inc.***

Is "Legal Entity Name" the same name as vendor is doing business as?

Yes	*X*	No	

If "No", provide an explanation.

4.1.4 Vendors are cautioned that some services contain licensing requirement(s). Vendors shall be proactive in verification of these requirements prior to proposal submittal. Proposals that do not contain the requisite licensure may be deemed non-responsive.

4.1.5 Has the vendor ever been engaged under contract by any State of Nevada agency?

Yes	*X*	No	

If "Yes", complete the following table for each State agency for whom the work was performed. Table can be duplicated for each contract being identified.

Question	Response
Name of State agency:	***DWSS***
State agency contact name:	***Jack Zenteno***
Dates when services were performed:	***Last 5 years***
Type of duties performed:	***Childcare subsidy assistance, resource & referral***
Total dollar value of the contract:	***$1,699,377***

Question	Response
Name of State agency:	***Nevada Dept of Education***
State agency contact name:	***Patti Oya***
Dates when services were performed:	***Last 5 years***
Type of duties performed:	***Early childhood education, quality programming***
Total dollar value of the contract:	***$1,327,985***

Question	Response
Name of State agency:	***DHHS***
State agency contact name:	***Laurie Olson***
Dates when services were performed:	***SFY 16-17, 1 of 3***
Type of duties performed:	***Parenting education***
Total dollar value of the contract:	***$85,770***

Question	Response
Name of State agency:	***Nevada Dept of Education***
State agency contact name:	***Patti Oya***
Dates when services were performed:	***Last 3 years***
Type of duties performed:	***Fiscal agent***
Total dollar value of the contract:	***$500,000***

Question	Response
Name of State agency:	***Nevada Dept of Education***
State agency contact name:	***Patti Oya***
Dates when services were performed:	***Current - Year 1 of 5***
Type of duties performed:	***QRIS and case management***
Total dollar value of the contract:	***$600,000***

Question	Response
Name of State agency:	***DPBH***
State agency contact name:	***Kristi Rubusto***
Dates when services were performed:	***2 years***
Type of duties performed:	***Chronic disease, pre-school providers***
Total dollar value of the contract:	***$49,000/year***

Question	Response
Name of State agency:	***DPBH***
State agency contact name:	***Christine Hughes***
Dates when services were performed:	***Previous 2 years***
Type of duties performed:	***Implement TACSEI***
Total dollar value of the contract:	***$43,499***

Question	Response
Name of State agency:	***DHHS***
State agency contact name:	***Mary Knight***
Dates when services were performed:	***Previous 2 years***
Type of duties performed:	***Early intervention, implement TACSEI***

Question	Response
Total dollar value of the contract:	***$13,356***

Question	Response
Name of State agency:	***DHHS***
State agency contact name:	***Dorothy Edwards***
Dates when services were performed:	***SFY14-16***
Type of duties performed:	***Title IVB case management & counseling***
Total dollar value of the contract:	***$102,546***

Question	Response
Name of State agency:	***DHHS***
State agency contact name:	***Laurie Olson***
Dates when services were performed:	***SFY 16-17, 1 of 3***
Type of duties performed:	***Title XX safe place outreach and case management***
Total dollar value of the contract:	***$290,853***

Question	Response
Name of State agency:	***DCFS***
State agency contact name:	***Dorothy Edwards***
Dates when services were performed:	***Year 1 of 3***
Type of duties performed:	***VOCA Counseling and case management for victims of crime***
Total dollar value of the contract:	***$664,038***

Question	Response
Name of State agency:	***DCFS***
State agency contact name:	***Dorothy Edwards***
Dates when services were performed:	***current***
Type of duties performed:	***ETV for youth aged out of foster care***
Total dollar value of the contract:	***$683,297***

Question	Response
Name of State agency:	***DPBH***
State agency contact name:	***Mike McMahon***
Dates when services were performed:	***current***
Type of duties performed:	***Mental health liaison***
Total dollar value of the contract:	***$70,000***

Question	Response
Name of State agency:	***Nevada Dept of Education***
State agency contact name:	***Pat Sanborn***
Dates when services were performed:	***In 4th year***
Type of duties performed:	***Safe Schools Healthy Students program***
Total dollar value of the contract:	***$675,284***

Question	Response
Name of State agency:	***DCFS***
State agency contact name:	***Dorothy Edwards***
Dates when services were performed:	***current***
Type of duties performed:	***Chafee, parole***
Total dollar value of the contract:	***$125,000***

Question	Response
Name of State agency:	***DCFS***
State agency contact name:	***Kelly Wooldridge***
Dates when services were performed:	***current***
Type of duties performed:	***Enliven, detecting early psychosis***
Total dollar value of the contract:	***$389,468***

Question	Response
Name of State agency:	***DCFS***
State agency contact name:	***Kelly Wooldridge***
Dates when services were performed:	***current***
Type of duties performed:	***Case management, Summit View Las Vegas***

Question	Response
Total dollar value of the contract:	***$148,040***

Question	Response
Name of State agency:	***DPBH***
State agency contact name:	***Mike McMahon***
Dates when services were performed:	***current***
Type of duties performed:	***CABHI***
Total dollar value of the contract:	***$142,241***

Question	Response
Name of State agency:	***DHHS***
State agency contact name:	***Evelyn Dwyer***
Dates when services were performed:	***current***
Type of duties performed:	***HIPPY early intervention program***
Total dollar value of the contract:	***$337,904***

Question	Response
Name of State agency:	***DCFS***
State agency contact name:	***Kelly Wooldridge***
Dates when services were performed:	***current***
Type of duties performed:	***Enliven, detecting early psychosis***
Total dollar value of the contract:	***$228,700***

4.1.6 Are you now or have you been within the last two (2) years an employee of the State of Nevada, or any of its agencies, departments, or divisions?

Yes		No	*X*

If "Yes", please explain when the employee is planning to render services, while on annual leave, compensatory time, or on their own time?

If you employ (a) any person who is a current employee of an agency of the State of Nevada, or (b) any person who has been an employee of an agency of the State of

Nevada within the past two (2) years, and if such person will be performing or producing the services which you will be contracted to provide under this contract, you must disclose the identity of each such person in your response to this RFP, and specify the services that each person will be expected to perform.

4.1.7 Disclosure of any significant prior or ongoing contract failures, contract breaches, civil or criminal litigation in which the vendor has been alleged to be liable or held liable in a matter involving a contract with the State of Nevada or any other governmental entity. Any pending claim or litigation occurring within the past six (6) years which may adversely affect the vendor's ability to perform or fulfill its obligations if a contract is awarded as a result of this RFP must also be disclosed.

Does any of the above apply to your company?

Yes		No	*X*

4.1.8 Vendors must review the insurance requirements specified in Attachment E, Insurance Schedule for RFP 2108. Does your organization currently have or will your organization be able to provide the insurance requirements as specified in Attachment E?

Yes	*X*	No	

Any exceptions and/or assumptions to the insurance requirements ***must*** be identified on ***Attachment B, Technical Proposal Certification of Compliance with Terms and Conditions of RFP***. Exceptions and/or assumptions will be taken into consideration as part of the evaluation process; however, vendors must be specific. If vendors do not specify any exceptions and/or assumptions at time of proposal submission, the State will not consider any additional exceptions and/or assumptions during negotiations.

Upon contract award, the successful vendor ***must*** provide the Certificate of Insurance identifying the coverages as specified in ***Attachment E, Insurance Schedule for RFP 2108***.

4.1.9 Company background/history and why vendor is qualified to provide the services described in this RFP. Limit response to no more than five (5) pages.

The Children's Cabinet was formed in 1985 to fill the gaps in services and resources for children and families. It has been the history of The Children's Cabinet to address these unmet needs by bringing diverse groups "to the table" to look at issues and create unique and effective private sector and public agency responses. The Children's Cabinet currently sits on over 20 B-3-related boards and committees including the Nevada Early Childhood Advisory Council (Cabinet department director currently sits as the ECAC chair), Nevada Association for the Education of Young Children, Strong Start Advisory Committee, Nevada Department of Education Every Student Succeeds Act Advisory

Group, Learn the Signs Act Early Steering Committee, Nevada Early Intervention Interagency Coordinating Council (ICC) Child Find Subcommittee, Child Care Aware of America's Membership Council, and The Nevada Registry Advisory Council. The Children's Cabinet understands that building consensus and aligning activities among all B-3 agencies is critical in moving the early learning system forward in Nevada. The Cabinet devotes staff time to be an ACTIVE member of early learning committees across Nevada and when resources allow, also aligns program activities to the work of these various groups.

In addition to building consensus with various B-3 agencies, The Children's Cabinet has a very strong relationship with licensed child care providers throughout Nevada which was built by providing over 20 years of training and onsite assistance to early learning professionals. In addition to training and onsite assistance, The Cabinet has hosted or assisted in the facilitation of numerous focus group and consensus building meetings with child care providers. One indicator of this successful relationship and providers' willingness to work with The Children's Cabinet is the Cabinet's market rate survey response rate. The Cabinet has been very successful in administering this survey in 2006, 2009, 2011, 2013, and 2015 reaching a 60% response rate or higher by county and by provider type (center, family child care and group).

To reach stakeholders, The Cabinet has an up-to-date data system with all licensed child care providers throughout Nevada as well as contacts for all district PreK administrators. This same data system has a community agency module with over 1,000 stakeholder individuals. Having this information readily available will expedite contact with early learning professionals and other key stakeholders across Nevada.

4.1.10 Length of time vendor has been providing services described in this RFP to the public and/or private sector. Please provide a brief description.

The Children's Cabinet has been providing child care resource and referral (CCR&R) services, including training and technical assistance, since 1990. The initial funding came from United Way of Northern Nevada and the Sierra and through a contract with the United Auto Workers General Motors (UAW-GM). The funding streams for CCR&R services have changed over the years. The majority of the funding today comes from the Child Care Development Fund (CCDF) administered by the Division of Welfare and Supportive Services (DWSS).

In 1997, The Children's Cabinet became the sole contractor with DWSS to provide CCR&R and Quality services in northern Nevada. In 2010, we expanded our services statewide to serve Clark and Nye Counties. Today, The Children's Cabinet provides CCR&R services throughout Nevada with the goal of promoting accessible, affordable, high quality early care and education to all families.

4.2.1.5 Business references as specified in ***Section 4.3, Business References*** must be provided for any proposed subcontractors.

4.2.1.6 Vendor shall not allow any subcontractor to commence work until all insurance required of the subcontractor is provided to the vendor.

4.2.1.7 Vendor must notify the using agency of the intended use of any subcontractors not identified within their original proposal and provide the information originally requested in the RFP in ***Section 4.2, Subcontractor Information***. The vendor must receive agency approval prior to subcontractor commencing work.

4.3 BUSINESS REFERENCES

4.3.1 Vendors should provide a maximum of three (3) business references from similar projects performed for private, state and/or large local government clients within the last (5) years.

4.3.2 Vendors must provide the following information for ***every*** business reference provided by the vendor and/or subcontractor.

The "Company Name" must be the name of the proposing vendor or the vendor's proposed subcontractor.

Reference #:	*1-CAA*		
Company Name:	*Children's Advocacy Alliance*		
Identify role company will have for this RFP project (Check appropriate role below):			
X	*VENDOR*		*SUBCONTRACTOR*
Project Name:	***Early Childhood Obesity Prevention Workgroup & State Plan***		
Primary Contact Information			
Name:	***Monica Morales (left employment at State on 6/24/16)***		
Street Address:	***4150 Technology Way, Suite 210***		
City, State, Zip:	***Carson City, NV 89706***		
Phone, including area code:	***775-684-3205***		
Facsimile, including area code:			
Email address:	***mmorales@health.nv.gov***		
Alternate Contact Information			
Name:	***Kristi Robusto***		
Street Address:	***4150 Technology Way, Suite 210***		
City, State, Zip:	***Carson City, NV 89706***		
Phone, including area code:	***775-684-2203***		
Facsimile, including area code:	***775-684-4245***		
Email address:	***krobusto@health.nv.gov***		
Project Information			
Brief description of the project/contract and description of services performed, including technical environment (i.e. software applications, data communications, etc.) if applicable:	***Advocacy, outreach, technical assistance, convening and training regarding early childhood obesity prevention, including development of the State Plan for EC Obesity Prevention.***		
Original Project/Contract Start Date:	***8/12/13***		
Original Project/Contract End Date:	***9/30/16***		
Original Project/Contract Value:	***$80,780***		
Final Project/Contract Date:	***ongoing***		
Was project/contract completed in time originally allotted, and if not, why not?	***Yes. Grant was renewed.***		
Was project/contract completed within or under the original budget/cost proposal, and if not, why not?	***Within cost proposal.***		

Reference #:	*2-CAA*		
Company Name:	*Children's Advocacy Alliance*		
Identify role company will have for this RFP project (Check appropriate role below):			
X	*VENDOR*		*SUBCONTRACTOR*
Project Name:	***Early Childhood Obesity Prevention Toolkits***		

Primary Contact Information	
Name:	***Nicole Bungum***
Street Address:	***280 S. Decatur Blvd.***
City, State, Zip:	***Las Vegas, NV 89107***
Phone, including area code:	***702-759-1270***
Facsimile, including area code:	*N/A*
Email address:	***bungum@snhdmail.com***
Alternate Contact Information	
Name:	***Amanda (Reichert) Brown***
Street Address:	***280 S. Decatur Blvd.***
City, State, Zip:	***Las Vegas, NV 89107***
Phone, including area code:	***702-759-1274***
Facsimile, including area code:	*N/A*
Email address:	***reichert@snhdmail.org***
Project Information	
Brief description of the project/contract and description of services performed, including technical environment (i.e. software applications, data communications, etc.) if applicable:	***CAA was a subcontractor with the SNHD on the federal PICH (Partners in Community Health) grant to develop an online toolkit and outreach materials regarding standards and practices for nutrition and physical activity in early childhood settings. This included research, outreach, toolkit development, as well as development of brochures & posters to market the toolkits in English & Spanish.***
Original Project/Contract Start Date:	***2/2015***
Original Project/Contract End Date:	***9/29/15***
Original Project/Contract Value:	***$18,100***
Final Project/Contract Date:	***9/29/15***
Was project/contract completed in time originally allotted, and if not, why not?	***Yes.***
Was project/contract completed within or under the original budget/cost proposal, and if not, why not?	***Within cost proposal.***

Reference #:	*3-CAA*		
Company Name:	*Children's Advocacy Alliance*		
Identify role company will have for this RFP project (Check appropriate role below):			
X	*VENDOR*		*SUBCONTRACTOR*
Project Name:	*PreK SIB/PFS Feasibility Study*		

Primary Contact Information	
Name:	*Dr. Lisa Morris Hibbler*
Street Address:	*495 S Main Street*
City, State, Zip:	*Las Vegas, NV 89101*
Phone, including area code:	*702-229-5450*
Facsimile, including area code:	*702-464-2674*
Email address:	*LMorris@lasvegasnevada.gov*
Alternate Contact Information	
Name:	*Tammy Christensen*
Street Address:	*495 S Main Street*
City, State, Zip:	*Las Vegas, NV 89101*
Phone, including area code:	*702-229-6052*
Facsimile, including area code:	*N/A*
Email address:	*TChristensen@lasvegasnevada.gov*
Project Information	
Brief description of the project/contract and description of services performed, including technical environment (i.e. software applications, data communications, etc.) if applicable:	***CAA worked with the City of Las Vegas, the State of NV and other partners (including three national technical assistance partners) to develop a Feasibility Study regarding implementation of a Social Impact Bond (Pay for Success) project to expand access to PreK programs in Southern NV.***
Original Project/Contract Start Date:	*4/16/15*
Original Project/Contract End Date:	*12/31/15*
Original Project/Contract Value:	*$45,000*
Final Project/Contract Date:	*12/31/15*
Was project/contract completed in time originally allotted, and if not, why not?	***Yes.***
Was project/contract completed within or under the original budget/cost proposal, and if not, why not?	***Within cost proposal.***

Reference #:	***1-CC***		
Company Name:	***The Children's Cabinet***		
Identify role company will have for this RFP project (Check appropriate role below):			
	VENDOR		***VENDOR***
Project Name:	***Chronic Disease Prevention & Health Promotion***		
Primary Contact Information			
Name:	***Kristi Robusto***		
Street Address:	***4150 Technology Way, Suite 210***		
City, State, Zip:	***Carson City, NV 89706***		
Phone, including area code:	***775-684-2203***		
Facsimile, including area code:	***775-684-4245***		
Email address:	***krobusto@health.nv.gov***		
Alternate Contact Information			
Name:	***Masako Berger***		
Street Address:	***4150 Technology Way, Suite 210***		
City, State, Zip:	***Carson City, NV 89706***		
Phone, including area code:	***775-684-5938***		
Facsimile, including area code:	***775-684-4245***		
Email address:	***mberger@health.nv.gov***		
Project Information			
Brief description of the project/contract and description of services performed, including technical environment (i.e. software applications, data communications, etc.) if applicable:	***Provider training and onsite technical assistance to decrease the incidence of childhood obesity.***		
Original Project/Contract Start Date:	***7/1/2014***		
Original Project/Contract End Date:	***6/30/2016***		
Original Project/Contract Value:	***$49,000***		
Final Project/Contract Date:	***ongoing***		
Was project/contract completed in time originally allotted, and if not, why not?	***Yes. Grant was renewed.***		
Was project/contract completed within or under the original budget/cost proposal, and if not, why not?	***Within cost proposal.***		

Reference #:	*2-CC*		
Company Name:	*The Children's Cabinet*		
Identify role company will have for this RFP project (Check appropriate role below):			
	VENDOR	*x*	*SUBCONTRACTOR*
Project Name:	*Nevada Technical Assistance Center for Social Emotional Interventions*		
Primary Contact Information			
Name:	*Janice Lee*		
Street Address:	*Nevada Center for Excellence in Disabilities (NCED) / MS 285*		
City, State, Zip:	*Reno, NV 89557*		
Phone, including area code:	*775-682-9065*		
Facsimile, including area code:	*N/A*		
Email address:	*janicelee@unr.edu*		
Alternate Contact Information			
Name:			
Street Address:			
City, State, Zip:			
Phone, including area code:			
Facsimile, including area code:			
Email address:			
Project Information			
Brief description of the project/contract and description of services performed, including technical environment (i.e. software applications, data communications, etc.) if applicable:	***Provider training in 4 modules to promote social emotional development in children. Onsite technical assistance and coaching to providers wanted to become a TACSEI implementation site.***		
Original Project/Contract Start Date:	*7/1/2014*		
Original Project/Contract End Date:	*6/30/2016*		
Original Project/Contract Value:	*3 partnership subgrants totaling $71,164*		
Final Project/Contract Date:	*ongoing*		
Was project/contract completed in time originally allotted, and if not, why not?	***Yes. Objectives met.***		
Was project/contract completed within or under the original budget/cost proposal, and if not, why not?	***Within cost proposal.***		

Reference #:	***1 - NICRP***		
Company Name:	***Southern Nevada Health District***		
Identify role company will have for this RFP project (Check appropriate role below):			
	VENDOR	***X***	***SUBCONTRACTOR***
Project Name:	***Clark County Healthy Start***		
Primary Contact Information			
Name:	***Margarita DeSantos***		
Street Address:	***280 S. Decatur***		
City, State, Zip:	***Las Vegas, NV 89107***		
Phone, including area code:	***702-759-0897***		
Facsimile, including area code:	***N/A***		
Email address:	***desantos@snhdmail.org***		
Alternate Contact Information			
Name:	***Lourdes Yapjoco***		
Street Address:	***280 S. Decatur***		
City, State, Zip:	***Las Vegas, NV 89107***		
Phone, including area code:	***702-759-0897***		
Facsimile, including area code:	***N/A***		
Email address:	***yapjoco@snhdmail.org***		
Project Information			
Brief description of the project/contract and description of services performed, including technical environment (i.e. software applications, data communications, etc.) if applicable:	***NICRP has worked with SNHD on a number of projects. One of the current contracts is as external evaluator for their Healthy Start grant. In this capacity NICRP developed an evaluation plan and is responsible for quarterly and annual evaluation reports as well as assistance in developing quality improvement plans to ensure the program meets its benchmarks.***		
Original Project/Contract Start Date:	***October 1, 2014***		
Original Project/Contract End Date:	***March 31, 2017***		
Original Project/Contract Value:	***$172,936.37***		
Final Project/Contract Date:	***Currently under contract for this program***		
Was project/contract completed in time originally allotted, and if not, why not?	***Yes***		
Was project/contract completed within or under the original budget/cost proposal, and if not, why not?	***Yes***		

Reference #:	*2 - NICRP*		
Company Name:	*Nevada Division of Public and Behavioral Health*		
Identify role company will have for this RFP project (Check appropriate role below):			
	VENDOR	*X*	*SUBCONTRACTOR*
Project Name:	*Child Death Review*		

Primary Contact Information	
Name:	*Melissa Faul*
Street Address:	*2355 N Carson St. Ste 100*
City, State, Zip:	*Carson City, NV 89706*
Phone, including area code:	*775-684-1973*
Facsimile, including area code:	*N/A*
Email address:	*mcfaul@dcfs.nv.gov*
Alternate Contact Information	
Name:	*Reesha Powell*
Street Address:	*2533 N Carson St.*
City, State, Zip:	*Carson City, NV 89706*
Phone, including area code:	*775-684-4448*
Facsimile, including area code:	*N/A*
Email address:	*rpowell@dcfs.nv.gov*
Project Information	
Brief description of the project/contract and description of services performed, including technical environment (i.e. software applications, data communications, etc.) if applicable:	***NICRP has been contracted with DCFS for data collection and management and technical assistance for the Clark County Child Death Review Team since 2005. This contract is renewed for the same amount each year.***
Original Project/Contract Start Date:	***July 1, 2005***
Original Project/Contract End Date:	***June 30, 2006***
Original Project/Contract Value:	***$17,993***
Final Project/Contract Date:	***Currently under contract until June 30, 2016, pending renewal for FY17***
Was project/contract completed in time originally allotted, and if not, why not?	***Yes***
Was project/contract completed within or under the original budget/cost proposal, and if not, why not?	***Yes***

Reference #:	*3 - NICRP*		
Company Name:	*Nevada Office of the Attorney General*		
Identify role company will have for this RFP project (Check appropriate role below):			
	VENDOR	*X*	*SUBCONTRACTOR*
Project Name:	*Domestic Violence Fatality Review*		
Primary Contact Information			
Name:	*Joelle Gutman*		
Street Address:	*100 N Carson St.*		
City, State, Zip:	*Carson City, NV 89701*		
Phone, including area code:	*775-684-1223*		
Facsimile, including area code:	*775-684-1145*		
Email address:	*jgutman@ag.nv.gov*		
Alternate Contact Information			
Name:	*Heather Proctor*		
Street Address:	*100 N Carson St.*		
City, State, Zip:	*Carson City, NV 89701*		
Phone, including area code:	*775-684-1271*		
Facsimile, including area code:	*775-684-1102*		
Email address:	*hproctor@ag.nv.us*		
Project Information			
Brief description of the project/contract and description of services performed, including technical environment (i.e. software applications, data communications, etc.) if applicable:	***Since 2011 NICRP has been contracted with the Nevada Attorney General's Office under the Domestic Violence Ombudsman to provide technical assistance for the establishment and implementation of Domestic Violence Fatality Review Teams at the statewide and local county levels. This included development of protocols and procedures, data collection tools, as well as reporting and ongoing meeting facilitation.***		
Original Project/Contract Start Date:	*September 1, 2011*		
Original Project/Contract End Date:	*December 31, 2012*		
Original Project/Contract Value:	*$12,000*		
Final Project/Contract Date:	*Currently under contract – ending 7/31/16*		
Was project/contract completed in time originally allotted, and if not, why not?	*Yes*		
Was project/contract completed within or under the original budget/cost proposal, and if not, why not?	*Yes*		

4.3.3 Vendors must also submit ***Attachment F, Reference Questionnaire*** to the business references that are identified in ***Section 4.3.2***.

4.3.4 The company identified as the business reference must submit the Reference Questionnaire directly to the Purchasing Division.

4.3.5 It is the vendor's responsibility to ensure that completed forms are received by the Purchasing Division on or before the deadline as specified in ***Section 8, RFP Timeline*** for inclusion in the evaluation process. Reference Questionnaires not received, or not complete, may adversely affect the vendor's score in the evaluation process.

4.3.6 The State reserves the right to contact and verify any and all references listed regarding the quality and degree of satisfaction for such performance.

TAB VIII – Attachment G – Proposed Staff Resumes

A. ***Denise Tanata – Children's Advocacy Alliance***
B. ***Shelby Henderson – Children's Advocacy Alliance***
C. ***Kaia Bartling – Children's Advocacy Alliance***
D. ***Tara Phebus – Nevada Institute for Children's Research and Policy***
E. ***Amanda Haboush-Deloye – Nevada Institute for Children's Research and Policy***
F. ***Dawn Davidson – Nevada Institute for Children's Research and Policy***
G. ***Marty Elquist – Children's Cabinet***

PROPOSED STAFF RESUME FOR RFP 2108

A resume must be completed for all proposed prime contractor staff and proposed subcontractor staff.

Company Name Submitting Proposal:	*Children's Advocacy Alliance*

Check the appropriate box as to whether the proposed individual is prime contractor staff or subcontractor staff.

Contractor:	*X*	Subcontractor:	

The following information requested pertains to the individual being proposed for this project.

Name:	*Denise Tanata*	Key Personnel: (Yes/No)	*Yes*
Individual's Title:	*Executive Director*		
# of Years in Classification:	*4.5*	# of Years with Firm:	*4.5*

BRIEF SUMMARY OF PROFESSIONAL EXPERIENCE

Information should include a brief summary of the proposed individual's professional experience.

Denise has been working in the field of child advocacy in Nevada since 1998 and has extensive experience conducting applied research and policy analysis on children's issues, with an emphasis on translating research and data to improve policy and practice. She is currently the Executive Director of the Children's Advocacy Alliance and previously served as a Senior Scholar at the Lincy Institute at the University of Nevada, Las Vegas (UNLV) and as well as the Executive Director of the Nevada Institute for Children's Research and Policy (NICRP) at UNLV. In her current and previous positions, Denise has been invited to sit on numerous boards and coalitions for early childhood education, keeping her well connected with the early childhood community. She has worked with others across Nevada to ensure a collaboration of efforts and resources for early childhood education, children's health and children's safety.

RELEVANT EXPERIENCE

Information required should include: timeframe, company name, company location, position title held during the term of the contract/project and details of contract/project.

Executive Director **Children's Advocacy Alliance – Las Vegas, NV**
Feb 2012 to present

- ***Provide administrative oversight of CAA projects and employees;***
- ***Board development and relations – assist 17 member board of directors in the reorganization, development and sustainability of the CAA;***
- ***Fund development, including develop and write grant proposals to public and private entities and assist board in soliciting private support for the organization;***
- ***Conduct research, policy analysis and advocacy to improve policies, programs and practices in the areas of children's safety, school readiness and health – providing oversight, direction and mentorship to team members in these areas;***

- *Conduct grassroots and grasstops advocacy, including convening multiple public and private stakeholders to build consensus and support for relevant issues and engaging in broad based public education and outreach campaigns;*
- *Inform local, state and federal policy makers, as appropriate, on issues impacting children in Nevada;*
- *Fiscal management of all organizational funds, both restricted and unrestricted; and*
- *Marketing and community engagement.*

Senior Scholar in Residence **The Lincy Institute, UNLV – Las Vegas, NV**
Jan 2011 to Jan 2012

- *Conduct research to promote community development in the areas of health, education and social systems;*
- *Assist non-profit community organizations in Nevada with capacity building;*
- *Research, write and implement grant funded projects which support the mission of the Institute and integrate the resources of the University into the community;*
- *Build collaborations between the University and community partners in both the public and private sectors;*
- *Disseminate research findings through academic publications and community focused reports;*
- *Conduct policy analysis and assist in the development of local, state, and federal policies and practices to promote improved social indicators in Nevada.*

Executive Director **NICRP, UNLV – Las Vegas, NV**
July 2005 to Oct 2011

- *Provide administrative oversight of NICRP projects and employees;*
- *Fund development, including develop and write grant proposals to public and private entities;*
- *Project implementation, including both qualitative and quantitative research, program evaluation (process and outcome), and policy analysis;*
- *Collaborate with university personnel and on-campus organizations, community programs, state programs and agencies, as well as federal programs and agencies on children's issues;*
- *Disseminate research findings and information on children's issues to local, state, and federal entities, as well as the general public;*
- *Inform the State Legislature, and federal legislators as appropriate, on issues impacting children in Nevada;*
- *Fiscal management of multiple projects; and*
- *Marketing and community engagement.*

Associate Director/ Policy Analyst **NICRP, UNLV – Las Vegas, NV**
May 2002 to June 2005

- *Assist Director with administrative responsibilities, including personnel, fiscal and office management;*
- *Provide policy and legal analysis of research on children's issues;*
- *Produce written policy papers, studies and reports;*
- *Collaborate with community advisory boards, community advocacy organizations and university personnel in conducting research, developing grants and promoting children's advocacy;*

- *Research and write grants for submission to various private and public grant-making organizations, present grant proposals and implement when funded; and*
- *Track, analyze and disseminate information regarding local and national legislation regarding children and families.*

Project Coordinator **NICRP, UNLV – Las Vegas, NV**
Oct 1998 to April 2002

- *Conduct research on various children's issues including child care, substance abuse, early childhood education and violence;*
- *Produce written studies, reports and letters for various projects; and*
- *Statewide coordination of the Classroom on Wheels (COW) program that included budgeting, grant development, program expansion and development of uniform policies for four COW programs across the state.*

EDUCATION

Information required should include: institution name, city, state, degree and/or Achievement and date completed/received.

William S. Boyd School of Law, UNLV, Las Vegas, NV
Juris Doctorate, Cum Laude, received May 17, 2003

University of Nevada Las Vegas, Las Vegas, NV
Bachelor of Arts, received May 16, 2000

CERTIFICATIONS

Information required should include: type of certification and date completed/received.

None

REFERENCES

A minimum of three (3) references are required, including name, title, organization, phone number, fax number and email address.

Dr. Lisa Morris Hibbler
Director, Office of Youth Development and Social Innovation
City of Las Vegas, Nevada
Phone: 702.229.5450
Fax: 702.464.2674
Email: lmorris@lasvegasnevada.gov

Lucy Klinkhammer
Vice President of Resource Development
Nevada Hand
Phone: 702.410.1259
Fax: 702.739.3005
Email: lklinkhammer@nevadahand.org

Tara Phebus
Executive Director
Nevada Institute for Children's Research & Policy, UNLV
Phone: 702.895.5016
Fax: 702.895.2657
Email: tara.phebus@unlv.edu

Senator Patricia Farley
Nevada State Senator, District 8, Las Vegas
Nevada State Legislature
Phone: 702.370.6649
Fax: 702.263.9713
Email: patricia@swsnevada.com or Patricia.Farley@sen.state.nv.us

PROPOSED STAFF RESUME FOR RFP 2108

A resume must be completed for all proposed prime contractor staff and proposed subcontractor staff.

Company Name Submitting Proposal:	***The Children's Advocacy Alliance***

Check the appropriate box as to whether the proposed individual is prime contractor staff or subcontractor staff.

Contractor:	***X***	**Subcontractor:**	

The following information requested pertains to the individual being proposed for this project.

Name:	***Shelby Henderson***		**Key Personnel: (Yes/No)**	**Yes**
Individual's Title:	***School Readiness Policy Manager***			
# of Years in Classification:	**2**	**# of Years with Firm:**		**2**

BRIEF SUMMARY OF PROFESSIONAL EXPERIENCE

Information should include a brief summary of the proposed individual's professional experience.

Shelby Henderson has strong manager experience in policy development and community engagement. She has a reputation of project development, mentoring teachers and assisting in the management of team members. She also has a strong ability to build relationships that translate to excellence in education. Shelby is dedicated to solutions that work for students, families, and educators.Shelby's passion for early childhood education was ignited by her work as a 2012 Teach for America Corps member in the Las Vegas Valley. During her two-year commitment, Shelby was a lead pre-school teacher at Acelero Head Start Stewart Center.

RELEVANT EXPERIENCE

Information required should include: timeframe, company name, company location, position title held during the term of the contract/project and details of contract/project.

August 2014 – Present

School Readiness Policy Manager
Children's Advocacy Alliance
5258 S. Eastern Ave
Las Vegas, NV 89119

- ***Conduct research, policy analysis and advocacy to improve policies, programs and practices in the education community-especially early childhood education.***
- ***Train parents, teachers and community leaders on the importance of early childhood education.***
- ***Organize and coordinate community engagement opportunities and projects.***
- ***Manage and facilitate the Strong Start Advisory Council.***
- ***Supervise and coordinate the Strong Start for Children: Building Nevada's Future Campaign.***
- ***Builds partnerships with other agencies to ensure collaboration.***
- ***Assisted in research, engagement, education and coordination of Pay for Success (PFS) projects in Nevada.***
- ***Empowered families with information on educating their child, community resources and the power of advocacy.***

August 2012 – June 2014

Lead Teacher
Acelero Head Start-Stewart Center
4301 E. Stewart Avenue
Las Vegas, NV, 89110

- ***Supervised and coordinated activities of 4 teaching assistants and 2 supplementary instructors providing training and direction to employees and students.***
- ***Educated over 100 students from ages 3-5 in a mixed class environment.***
- ***Trained new staff on company policies and procedures.***
- ***Organized classroom, wrote and implemented curriculum and individual lesson plans.***
- ***Filled out, filed and maintained files and reports, ensuring classroom met federal and state standards.***
- ***Mentored new teachers and teaching assistants.***
- ***Assisted in determining the implementation of standards for positive role modeling in the classroom.***
- ***Researched teaching practices, class environment and family engagement to keep best practices in the classroom.***

June 2012 – June 2014

Corps Member
Teach for America
701 E Bridger Ave #750
Las Vegas, NV, 89101

- ***Collected and analyzed data to focus on areas of need for students and families.***
- ***Received personalized leadership training on a bimonthly basis***
- ***Conducted parent seminars to enhance at home learning and assist in preparing students for kindergarten.***
- ***Reviewed new teaching practices and current early childhood research.***
- ***Active member of Leadership for Educational Equity.***

January 2009 – May 2012

Teacher Assistant
University of North Texas-Political Science Department
1155 Union Circle #311277
Denton, Texas 76203-5017

- ***Taught class on Supreme Court, reading and understanding court cases, creating legal arguments and moot court.***
- ***Assisted in research of court cases, legal briefs and the Supreme Court.***
- ***Reviewed and revised lesson plans for 100 students.***
- ***Graded assignments, kept track of roll, and maintained grade data.***
- ***Coordinated community outreach project and department mentorship program for Political Science Department.***
- ***Integrated new technologies into the classroom.***
- ***Organized events and classroom simulations for Political Science Department including charities and competitions.***

EDUCATION

Information required should include: institution name, city, state, degree and/or Achievement and date completed/received.

Masters of Education, Early Childhood Development – May 2014
University of Nevada Las Vegas – Las Vegas, NV

Bachelor of Arts, Political Science and History - May 2012
University of North Texas - Denton, TX

CERTIFICATIONS

Information required should include: type of certification and date completed/received.

June 2012 – Certificate in Honor and Recognition from TFA

REFERENCES

A minimum of three (3) references are required, including name, title, organization, phone number, fax number and email address.

Tammy Christensen, Sr. Management Analyst
Youth Development and Social Innovation (YDSI)
City of Las Vegas
495 S. Main St
Las Vegas, NV 89101
(702) 229-6052-P none-F
tchristensen@lasvegasnevada.gov

Lisa K. Mariani
Development Coordinator
Boys & Girls Clubs of Southern Nevada
Las Vegas, NV
(702) 368-0317-P none-F
lisamariani702@gmail.com

Raquel Bonsignore
Acelero Learning-Clark County
4366 W. Cheyenne Avenue
North Las Vegas, NV 89032
(702) 387-0179-P none-F
rbonsignore@acelero.net

PROPOSED STAFF RESUME FOR RFP 2108

A resume must be completed for all proposed prime contractor staff and proposed subcontractor staff.

Company Name Submitting Proposal:	***Children's Advocacy Alliance***

Check the appropriate box as to whether the proposed individual is prime contractor staff or subcontractor staff.

Contractor:	***X***	**Subcontractor:**	

The following information requested pertains to the individual being proposed for this project.

Name:	***Kaia Bartling***	**Key Personnel: (Yes/No)**	***Yes***
Individual's Title:	***Project Coordinator***		
# of Years in Classification:	***1.5 years***	**# of Years with Firm:**	***1.5 years***

BRIEF SUMMARY OF PROFESSIONAL EXPERIENCE

Information should include a brief summary of the proposed individual's professional experience.

Kaia Bartling works for the Children's Advocacy Alliance in the Reno office, as the Program Coordinator for the Strong Start for Children: Building Nevada's Future campaign and a trainer for the sub grant with Nevada Institute for Children's Research and Policy to reach out and host trainings to providers, parents and community leaders in the Northern Nevada area on early childhood advocacy efforts and preventing child abuse.

Ms. Bartling also works on researching and developing strategies for policy briefs, articles, and social media outreach to inform individuals on the importance of early childhood education and issues that children and families encounter in Nevada and changes through policy to help combat those barriers.

Ms. Bartling is actively engaged with many organizations and coalitions in the Nevada. Since moving to Nevada in 2013 she has grown to love and invest herself in working with the many individuals in the state that want to help make children a number one priority in Nevada.

RELEVANT EXPERIENCE

Information required should include: timeframe, company name, company location, position title held during the term of the contract/project and details of contract/project.

Children's Advocacy Alliance – Project Coordinator **April 2015 - Present**

- ***Coordinate Northern Nevada efforts of the Strong Start for Children: Building Nevada's Future Campaign.***
- ***Train parents, providers and community leaders on a verity of subjects: Preventing Child Sexual Abuse, Choosing Your Partner Carefully, Strong Start Advocacy and Childhood Obesity.***
- ***Meet with community leaders and other organizations to combine efforts on making positive changes in Nevada.***
- ***Writing articles and policy briefs for changes in laws or new bills that have an impact on children and families.***

- ***Meet with legislators to give a voice for bills that are being considered that would affect young children and families in the state of Nevada and also to educate them about the Strong Start for Children: Building Nevada's Future Campaign.***

UNR Early Head Start – Intern **May - September 2015**

Mentored under Becky Carter-Steele - Family & Community Partnership Coordinator

- ***Controlled the process of re-enrollment and new enrollment for the 2015-2016 year.***
- ***Substituted for teachers when needed.***
- ***Certified in Teaching Strategies Gold.***
- ***Conducted ITERS screening tests on some children.***
- ***Helped classrooms become QRIS.***
- ***Preformed all sites health and safety checks.***
- ***Assisted Becky with various tasks through out the summer.***

Nanny **March 2014 - April 2015**

- ***Daily care of two children under the age of 3.***
- ***Plan daily activities with a focus on developmental areas.***
- ***Plan and prepare meals following nutritional guidelines.***
- ***Clean and keep up with the house chores and the children's laundry.***
- ***Care for the children overnight for consecutive days when parents leave for vacation.***

Blue Kangaroo Learning Center – Lead Teacher **June 2013 - March 2014**

- ***Attend to children's daily care and needs.***
- ***Develop and prepare curriculum to address all areas of development following a weekly theme.***
- ***Assist with meal times following family style dining.***
- ***Communicate with teacher assistants on daily activities and needs.***
- ***Communicate with all parents regarding the progress of their children.***
- ***Kept up with training requirements for Nevada Registry.***

Basis Beginnings Learning Center – Teachers Assistant **August 2012 - June 2013**

- ***Cared for children 6 months to 1 year of age.***
- ***Assisted lead teacher with daily activities and needs of the classroom.***
- ***Prepped breast milk and baby food for feeding and meal times.***
- ***Observed and recorded physical activities, sleep schedule and feedings.***
- ***Communicated daily with parents on how their infant's day went.***
- ***Kept up with training requirements for STARS Wyoming.***

Kids Connection Learning Center – Teacher Assistant **June 2011 – August 2012**

- ***Cared for children 5 to 12 years of age.***
- ***Participated in the planning phase for youth summer camp.***
- ***Assisted lead teacher with activities and prep for the day.***
- ***Communicated with parents on their children's behaviors, achievements and classrooms news.***
- ***Kept up with training requirements for STARS Wyoming.***

EDUCATION

Information required should include: institution name, city, state, degree and/or Achievement and date completed/received.

University of Wyoming-Laramie Wyoming
Bachelor of Science in Professional Child Development, August 2015
GPA: x/3.5
Relevant Coursework: Observing Young Children, Child Development, Child Nutrition, Physical Activity for Young Children, Family Relations, Engaging Families in EC Settings, Social Development in Young Children, Parent Child Relations, Family with Young Children and Special Needs and Family Stress and Coping.

CERTIFICATIONS

Information required should include: type of certification and date completed/received.

Nevada Registry Approved Trainer- Completed in June 2015

REFERENCES

A minimum of three (3) references are required, including name, title, organization, phone number, fax number and email address.

Becky Carter-Steel, Head Start Coordinator
Community Services Agency Reno
1090 E. 8 St Reno, NV 89512
Phone- 775.786.6023 / Fax- 775.786.5743
bcartersteele@csareno.org

Amanda Haboush-Deloye, Associate Director and Director of Programs for PCANV
Nevada Institute Children Research and Policy at the University of Nevada Las Vegas
4505 Maryland Parkway Box 453030
Las Vegas, NV 89154
Phone- 702.895.1040 / Fax- 702.895.2657
amanda.haboush@unlv.edu

Lindy McDonald, Program Director-SEED Department
Children's Cabinet
1090 South Rock Blvd.
Reno, NV 89502
Phone - 775.856.0139 / Fax 775.856.6208
lmcdonald@childrenscabinet.org

PROPOSED STAFF RESUME FOR RFP 2108

A resume must be completed for all proposed prime contractor staff and proposed subcontractor staff.

Company Name Submitting Proposal:	Children's Advocacy Alliance

Check the appropriate box as to whether the proposed individual is prime contractor staff or subcontractor staff.

Contractor:		**Subcontractor:**	***X***

The following information requested pertains to the individual being proposed for this project.

Name:	***Tara Phebus***		**Key Personnel: (Yes/No)**	***Yes***
Individual's Title:	***Executive Director***			
# of Years in Classification:	***4***	**# of Years with Firm:**		***12***

BRIEF SUMMARY OF PROFESSIONAL EXPERIENCE

Information should include a brief summary of the proposed individual's professional experience.

Tara has worked for the Nevada Institute for Children's Research and Policy conducting applied research and program evaluation since 2004. She earned her M.A. in Sociology from the University of Nevada, Las Vegas in 2007 and is currently enrolled in the Public Health Ph.D. program at the University of Nevada, Las Vegas. Throughout her academic and professional careers, she has designed and conducted original research using both qualitative and quantitative methodologies, conducted social market research, developed public outreach campaigns, presented at professional meetings, conducted trainings, and facilitated community groups. Her projects have covered a variety of issues including: health and safety, injury prevention, child welfare, juvenile justice, early childhood education, and social marketing evaluation. As the Interim Executive Director of the Nevada Institute for Children's Research and Policy, Tara provides oversight of all projects and is responsible for managing the Institute's funding and budgeting. She is dedicated to continuing NICRP's mission to use community based research and program evaluation to help improve the lives of children and families in Nevada.

RELEVANT EXPERIENCE

Information required should include: timeframe, company name, company location, position title held during the term of the contract/project and details of contract/project.

Executive Director (November 2011 – Present)
Nevada Institute for Children's Research and Policy
University of Nevada Las Vegas, Las Vegas, Nevada
Provide administrative oversight of NICRP projects and employees; Fund development, including develop and write grant proposals to public and private entities; Project implementation, including both qualitative and quantitative research, program evaluation (process and outcome); Collaborate with university personnel and on-campus organizations, community programs, state programs and agencies, as well as federal programs and agencies on children's issues; Disseminate research findings and information on children's issues to local, state, and federal entities including the general public; Inform the State Legislature, and

federal legislators as appropriate, on issues impacting children in Nevada; Fiscal management of multiple projects, $1 million+ annually; and Marketing and community engagement.

Current Research/Evaluation Projects
Team Coordination and Facilitation of Nevada Domestic Violence Fatality Review Team (October 2011 – Present)
Evaluation of Clark County Teen Pregnancy Prevention Project (January 2011 – Present)
Nevada Kindergarten Health Survey (2008-Present)
Early Childhood Quality Rating Improvement System Pilot Project Evaluation (2009 – Present)
Clark County Child Death Review Data Collection and Team Coordination (May 2005 – Present)

Associate Director (January 2011 – October 2011)
Nevada Institute for Children's Research and Policy
University of Nevada Las Vegas, Las Vegas, Nevada
Assist Director with administrative responsibilities, including personnel, fiscal and office management; provide research and evaluation of programs related to children's issues and make recommendations for improvement, as well as produce written reports. Duties include collaboration with community advisory boards, community advocacy organizations and university personnel in conducting research, developing grants and promoting children's advocacy, as well as researching and writing grants for submission to various private and public grant-making organizations, present grant proposals and implement when funded;

Research/Evaluation Projects
Evaluation of Clark County Teen Pregnancy Prevention Project (January 2011 – Present)
Evaluation of Online Training for Safe Injection Practices (November 2009 – Present)
Evaluation of Nevada 'One and Only' Campaign Activities (November 2010 – December 2010)
Nevada Kindergarten Health Survey (2008-Present)
Communities in Schools of Nevada Annual Program Evaluation (2007- 2010)
Early Childhood Quality Rating Improvement System Pilot Project Evaluation (2009 – Present)
Clark County Child Death Review Data Collection and Team Coordination (May 2005 to Present)

Senior Research Analyst (July 2009-December 2010)
Nevada Institute for Children's Research and Policy
University of Nevada Las Vegas, Las Vegas, Nevada
Provide oversight, training and guidance to research analysts as well as work with project staff to develop, implement and report on a variety of applied research and evaluation projects relating to the health, safety and welfare of children. Duties include oversight and training of new staff members, grant writing, applied research and evaluation planning and implementation, report/paper writing, data analysis (qualitative and quantitative), database development, and community involvement/interactions.

Research/Evaluation Projects
Evaluation of Online Training for Safe Injection Practices (November 2009 – December 2010)
Evaluation of Nevada 'One and Only' Campaign Activities (November 2010 – December 2010)
Nevada Kindergarten Health Survey (2008-Present)
Communities in Schools of Nevada Annual Program Evaluation (2007-2010)
Early Childhood Quality Rating Improvement System Pilot Project Evaluation (2009 – Present)
Clark County Child Death Review Data Collection and Team Coordination (May 2005 to Present)

Other Projects

Early Childhood Summit on Comprehensive Services for Homeless Children and their Families-Planning

Research Analyst
Center for Health Disparities Research (June 2005-August 2006)
Nevada Institute for Children's Research and Policy (June 2005-June 2009)
University of Nevada Las Vegas, Las Vegas, Nevada
Work with project staff to develop, implement and analyze data on various public health related issues. Duties include grant writing, research planning and implementation, report/paper writing, data analysis (qualitative and quantitative), database development, and community involvement/interactions.

Research/Evaluation Projects
NIH Health Disparities Grant - Data and Technology Needs Assessment of Nevada
NIH Health Disparities Grant - Morbidity and Mortality in Nevada – A Summary Report
NIH Health Disparities Grant - Assessing Health Literacy in Nevada
Annual Report for the Clark County Teen Pregnancy Prevention Coalition
Data Management for Nevada Child Fatality Review Team
Access to Care for Nevada's Working Poor
Assessment of the Health Safety, Welfare Civil and Other Rights of Children housed in Governmental and Private Facilities in Nevada for the Nevada Legislative Counsel Bureau
Performance Audit of Nevada's Child Welfare System
Social Marketing Evaluation Plan Creation for the Nevada State Health Division
Needs Assessment for Pregnant and Parenting Girls in Las Vegas
Immunization Locations in Nevada – GIS mapping and Analysis
Evaluation of the Child Care Health Consultants Pilot Project in Nevada
Raising Immunization Rates in Southern Nevada: Evaluation of State Immunization Registry
Nevada Institute for Children's Research and Policy's Legislative Briefing Book

Research Assistant
Nevada Institute for Children's Research and Policy (May 2004 to May 2005)
University of Nevada Las Vegas, Las Vegas, Nevada
Work with the Director of Research on a variety of children's issues. Duties include data entry, data analysis, database development, literature reviews, and project development and implementation.

EDUCATION

Information required should include: institution name, city, state, degree and/or Achievement and date completed/received.

University of Nevada Las Vegas, Las Vegas, Nevada
Currently enrolled in Ph.D. Public Health Program
Expected Graduation Date: December 2017

University of Nevada Las Vegas, Las Vegas, Nevada
M.A., Sociology, August, 2007

Doane College, Crete, Nebraska
B.A., Sociology, May 2002
B.A., Business Administration, May 2002

CERTIFICATIONS

Information required should include: type of certification and date completed/received.

Collaborative Institutional Training Initiative (CITI) Certification for Social/Behavioral Research Investigators and Key Personnel, 2004-present

REFERENCES

A minimum of three (3) references are required, including name, title, organization, phone number, fax number and email address.

Denise Tanata, JD
Executive Director, Children's Advocacy Alliance
Telephone: 702-228-1869; No Fax
Denise.tanata@caanv.org

Michelle Chino, Ph.D.
Professor, Chair of Environmental and Occupational Health, University of Nevada, Las Vegas
Telephone: 702-895-2649; Fax: 702-895-5573
Michelle.chino@unlv.edu

Mary Guinan, Ph.D., M.D.
Professor, University of Nevada, Las Vegas
Telephone: 702-895-5090; Fax: 702-895-5184
Mary.guinan@unlv.edu

PROPOSED STAFF RESUME FOR RFP 2108

A resume must be completed for all proposed prime contractor staff and proposed subcontractor staff.

Company Name Submitting Proposal:	***Children's Advocacy Alliance***

Check the appropriate box as to whether the proposed individual is prime contractor staff or subcontractor staff.

Contractor:		**Subcontractor:**	***X***

The following information requested pertains to the individual being proposed for this project.

Name:	***Amanda Haboush-Deloye***	**Key Personnel: (Yes/No)**	***Yes***
Individual's Title:	***ASSOCIATE DIRECTOR***		
# of Years in Classification:	***1***	**# of Years with Firm:**	***9***

BRIEF SUMMARY OF PROFESSIONAL EXPERIENCE

Information should include a brief summary of the proposed individual's professional experience.

Amanda Haboush-Deloye earned her Ph.D. in Experimental Psychology and her Master of Arts in Clinical Psychology from the University of Nevada Las Vegas. Amanda's research background is on mental health in adolescent, adult, and older adult populations. She also has a particular interest in improving research methods to be more culturally appropriate. As a researcher at NICRP, she has designed and implemented many research projects regarding children's physical health, mental health, and education, as well as developed public outreach campaigns, conference planning, community organizing, community trainings, children's advocacy initiatives such as Every Child Matters in Nevada and Prevent Child Abuse Nevada. Being a native to Nevada, Amanda aims to remain in this state and work with NICRP to create a healthy community where families and children are a priority.

RELEVANT EXPERIENCE

Information required should include: timeframe, company name, company location, position title held during the term of the contract/project and details of contract/project.

UNLV Nevada Institute for Children's Research and Policy, Senior Research Associate Director of Programs: Prevent Child Abuse Nevada. This national program aims to provide public education and awareness regarding child abuse and neglect with the goal of eliminating abuse in Nevada. Responsibilities include communication with the national organization, facilitating an advisory council, planning local and statewide trainings and events, fundraising, and grant writing. (2011-Present)

UNLV Nevada Institute for Children's Research and Policy, Senior Research Associate Co- Evaluator: Quality Rating and Improvement System. The Nevada Office of Early Care and Education has implemented a quality rating improvement system (QRIS) for early childhood education centers in Nevada. NICRP has been contracted to conduct evaluation and research activities for this project. Responsibilities include design and implementation of a process evaluation of the QRIS, validation of the rating system, and an examination of the relationship with ratings and child outcomes. (2012-Present)

UNLV Nevada Institute for Children's Research and Policy, Senior Research Associate
Lead-Evaluator: Annual Kindergarten Health Survey. Statewide survey of all parents enrolling children in kindergarten in fall 2008 regarding access to health care and health status of kindergarten students. Responsibilities include survey design and annual update, data distribution and collection, and production of final reports. (2008-Present)

UNLV Nevada Institute for Children's Research and Policy, Senior Research Associate
State Field Director: Every Child Matters in Nevada. This initiative aims to bring children's issues to the forefront of the presidential campaign. Responsibilities include organizing volunteers for state candidate events, educational outreach regarding issues and caucus process, attendance at candidate events and other community events, supervision of student workers statewide, coordinate with national office state emails, and coordination of local events. (2008-Present)

UNLV Nevada Institute for Children's Research and Policy, Senior Research Associate
Lead Evaluator: Healthy Homes Nevada. This project is an extension of the Childhood Lead Poisoning Prevention Program and examines housing to determine environmental and social issues that contribute to children's health in Clark County. Responsibilities include creating and implementing an evaluation plan, data management and analysis, and assisting in final written products. (2011-2013)

UNLV Nevada Institute for Children's Research and Policy, Senior Research Associate
Lead Project Coordinator: Nevada Children's Data Center. NICRP developed the Nevada Children's Data Center, a publicly-available, online Data Center which centralizes research, data, and analysis for people and organizations who impact the lives of Nevada children, including providers, policy makers, researchers, media, and other stakeholders. Responsibilities included focus groups with stakeholders, data collections, website design, and implementation. (2011-2012)

UNLV Nevada Institute for Children's Research and Policy, Research Analyst
Lead Evaluator: Big Brothers Big Sisters of Southern Nevada Process and Outcome Evaluation. This project examines the success of the on-site mentoring program at six elementary schools in southern Nevada. Responsibilities included development and implementation of the evaluation plan, data management and analysis, and producing the final report. (2010-2011)

UNLV Nevada Institute for Children's Research and Policy, Research Analyst
Organizer: Casey Symposium Applying the Science of Early Childhood Development to Policy and Practice in Nevada. This symposium explored scientific research, policy opportunities and innovative practices in early childhood development. Responsibilities include development of the agenda, securing a venue, menu preparation, coordination of speakers/panelist, preparation of collateral materials, website development (nic.unlv.edu/casey), and overall conference management. (2010)

UNLV Nevada Institute for Children's Research and Policy, Research Analyst
Lead Evaluator: Childhood Lead Poisoning Prevention Project. This project examines all aspects of lead poisoning (prevention, treatment, policy, etc.) in adolescents in Clark County. Responsibilities included creating an evaluation plan for all workgroups, data management and analysis, and assisting in final written products. (2006-2011)

UNLV Nevada Institute for Children's Research and Policy, Research Analyst
Co-Evaluator/Coordinator: Evaluation of Safe Injection Practices Social Marketing Materials. Responsibilities included conducting all social marketing evaluation activities to determine the effectiveness of educational materials designed to educate providers and patients on injection safety. (2009-2012)

UNLV Nevada Institute for Children's Research and Policy, Research Analyst
Co- Evaluator: Nevada Communities in Schools. Responsibilities included evaluation design of program, implementation, and technical assistance in data collection and analysis for this initiative which connects service providers with schools across the state of Nevada. (2007-2010)

UNLV Nevada Institute for Children's Research and Policy, Research Analyst
Lead Evaluator: Garret Lee Smith Suicide Prevention Program. Main responsibilities in this grant include creating an evaluation plan for local initiatives for suicide prevention, data management and analysis, and production of final written products. (2006-2009)

UNLV Nevada Institute for Children's Research and Policy, Research Analyst
Lead Evaluator: Smaller Learning Communities. Contract with the Clark County School District to provide an evaluation of the Smaller Learning Communities federal grant program in eight Clark County high schools. Main responsibilities in this grant include creating an evaluation plan for local initiatives, data management and analysis, and assisting in final written product. (2006-2008)

UNLV Nevada Institute for Children's Research and Policy, Research Analyst
Analyst/Trainer: Contract with the Nevada State Department of Health to create a Social Marketing Evaluation Tool and Desk Reference Guide. (2007)

UNLV Nevada Institute for Children's Research and Policy, Research Analyst
Interviewer and Data Analyst: Legislative Counsel Bureau, Legislative Audit Division to conduct a Performance Audit of Nevada's Child Welfare Agencies. Responsibilities included the development of the research design and all research tools (e.g. interview questions, case review instruments, surveys) interviews, focus groups, case reviews, and final written report which provided recommendations for improvements to policy and practice at the state and local level. (2007)

EDUCATION

Information required should include: institution name, city, state, degree and/or Achievement and date completed/received.

PhD, Experimental Psychology, University of Nevada, Las Vegas, May 2013
Dissertation: Assessing the Conceptual Equivalence of Measures of Suppression in Culturally Diverse Samples

M.A., Clinical Psychology, University of Nevada, Las Vegas, 2006
Thesis: Shifting Gears: A Workshop to Increase Well-Being in Older Adults Residing in Congregate Housing

BA, Psychology, University of Nevada, Las Vegas, 2002
Honors Thesis: Ballroom Dance Lessons for Geriatric Depression: A Pilot Study

CERTIFICATIONS

Information required should include: type of certification and date completed/received.

Collaborative Institutional Training Initiative (CITI) Certification for Social/Behavioral Research Investigators and Key Personnel, 2000-Current.

REFERENCES

A minimum of three (3) references are required, including name, title, organization, phone number, fax number and email address.

Shawn Gerstenburger, PhD
Dean, School of Community Health Sciences, University of Nevada Las Vegas
Telephone: 702-895-1565; Fax: 702-895-5184
Shawn.gerstenburger@unlv.edu

Denise Tanata, JD
Executive Director, Children's Advocacy Alliance
Telephone: 702-228-1869; No Fax
Denise.tanata@caanv.org

Kimberly A. Barchard, PhD
Associate Professor, Psychology Department at University of Nevada Las Vegas
Telephone: 702-895-0758; Fax: 702-895-0195
Kim.barchard@unlv.edu

PROPOSED STAFF RESUME FOR RFP 3106

A resume must be completed for all proposed prime contractor staff and proposed subcontractor staff.

Company Name Submitting Proposal:	***Children's Advocacy Alliance***

Check the appropriate box as to whether the proposed individual is prime contractor staff or subcontractor staff.

Contractor:		**Subcontractor:**	***X***

The following information requested pertains to the individual being proposed for this project.

Name:	***Dawn L. Davidson***		**Key Personnel: (Yes/No)**	***Yes***
Individual's Title:	***Senior Research Associate***			
# of Years in Classification:	***3***	**# of Years with Firm:**		***5***

BRIEF SUMMARY OF PROFESSIONAL EXPERIENCE

Information should include a brief summary of the proposed individual's professional experience.

With education and training as an experimental psychologist, Dr. Davidson has a strong background in research methodology and statistical analysis. She has been afforded the opportunity to apply this knowledge in a variety of arenas including the justice system, substance abuse treatment, and community based initiatives aimed at improving the lives of children. While working as the Research Site Director for Dual Diagnosis Management/Foundations Associates she was the Lead Evaluator for three different SAMHSA funded evaluation projects. After the completion of those projects, she used the knowledge gained from her experience as a Lead Evaluator to design and carry out an internally funded evaluation project to measure the effectiveness of a residential treatment program for individuals with co-occurring substance use and mental health disorders at La Paloma Treatment Center in Memphis, Tennessee. This evaluation project was then implemented company-wide at all Foundations Recovery Network treatment facilities. Currently, at the Nevada Institute for Children's Research and Policy (NICRP), she works on a variety of projects some of which include the evaluation of the effectiveness of an evidence based teen pregnancy prevention program for at-risk youth for the Southern Nevada Health District through a grant with the Office of Adolescent Health, the evaluation of print materials and a training class for the Choose Your Partner Carefully public awareness campaign develop at NICRP, the process and outcome evaluation of the Silver State Quality Rating and Improvement System through the State of Nevada Office of Early Care and Education, and assisting in the facilitation and management of the Clark County Child Death Review Team and the statewide Domestic Violence Fatality Review Team.

RELEVANT EXPERIENCE

Information required should include: timeframe, company name, company location, position title held during the term of the contract/project and details of contract/project.

February, 2012 – present
Nevada Institute for Children's Research and Policy, The University of Nevada, Las Vegas
Las Vegas, Nevada
Senior Research Associate

Evaluator for the Southern Nevada Health District's Teen Pregnancy Prevention Program funded by the Office of Adolescent Health. Evaluate the effectiveness of an evidence based teen pregnancy prevention program for youth identified as "at-risk" due to being in juvenile detention, on juvenile probation, or involved in the foster care system. Responsibilities include outcomes data analyses and interpretation, report writing, and supervising staff in data collection, participant tracking, and interviewing.

June, 2006 – May, 2011
Dual Diagnosis Management/Foundations Recovery Network
Memphis, Tennessee
Research Site Director
Designed, implemented, and oversaw grant funded and privately funded research of treatment programs for those with co-occurring mental health and substance use disorders which included monitoring service providers through fidelity measures, focus groups, and outcomes data analyses and reporting progress to grant funding agencies, analyzing and interpreting data to provide feedback to service providers to improve program delivery and better adhere to grant requirements, training service providers on treatment modalities to improve adherence to evidence based treatment models, and supervising staff in data collection, client tracking, and interviewing.

Research/Evaluation Projects:
Independently designed and implemented an evaluation project to measure the effectiveness of the residential program at La Paloma Treatment Center for adults with co-occurring substance use and mental health disorders which was later implemented company-wide.

Conducted annual fidelity assessments of the Foundations/La Paloma residential treatment program through chart reviews and staff interviews to ensure program integrity.

Lead Evaluator for SAMHSA, CSAT Grant TI15791: Targeted Capacity Expansion HIV/AIDS. Evaluated the effectiveness of an intensive outpatient treatment program for adults with co-occurring substance use and mental health disorders who also had involvement with the criminal justice system.

Lead Evaluator for SAMHSA, CSAT Grant TI16485: Homeless Addictions Treatment. Evaluated the effectiveness of a Modified Assertive Community Treatment Program for adults with co-occurring substance use and mental health disorders who were also homeless.

November, 2005 – June, 2006
Dual Diagnosis Management/Foundations Associates
Memphis, Tennessee
Research Associate
Managed day-to-day operations of grant evaluation including the collection and management of interview and tracking data and maintaining community contacts for project implementation.

Research/Evaluation Projects:
Assisted in the evaluation SAMHSA, CSAT Grant TI15791: Targeted Capacity Expansion HIV/AIDS. Evaluated the effectiveness of an intensive outpatient treatment program for adults with co-occurring substance use and mental health disorders who also had involvement with the criminal justice system.

Evaluated SAMHSA, CSAT Grant TI16485: Homeless Addictions Treatment. Evaluated the effectiveness of a Modified Assertive Community Treatment Program for adults with co-occurring substance use and mental health disorders who were also homeless.

Evaluated 2 SAMHSA, CMHS Jail Diversion grants for the Shelby County Government, Public Defender's Office. Evaluated the effectiveness of a post-booking jail diversion program which used step-down case management for repeat offenders with co-occurring substance use and mental health disorders.

July, 2003 – April, 2005
Memphis Police Department, Training Academy, Psychological Services
Memphis, Tennessee
Research Analyst
Conducted research to assist the Director of Psychological Services in improving the police recruit selection process, maintained adverse impact statistics, and designed and instructed courses for police service technicians, police recruits, and police officers.

June, 2002 – August, 2002
The Federal Bureau of Investigation
Quantico, Virginia
Honors Intern
Worked at the National Center for the Analysis of Violent Crime which included coding case files for research purposes, analyzing data with SPSS and providing interpretation to agents, conducting literature reviews, writing annotated bibliographies, and identifying potential case files for upcoming research.

Research/Evaluation Projects:
Worked on several research projects in different stages of development including projects focusing on child abductors who murder their victims, maternal filicide, and Munchausen by proxy.

EDUCATION

Information required should include: institution name, city, state, degree and/or Achievement and date completed/received.

The University of Memphis, Memphis, TN
Ph.D., Experimental Social Psychology, August 2004
M.S., General Psychology, May 2002

Xavier University, Cincinnati, OH
Graduate psychology coursework, 1996-1998

Thomas More College, Crestview Hills, KY
B.A., Psychology, cum laude, 1996
A.A., Criminal Justice, cum laude, 1996
A.A., Sociology, cum laude, 1996

CERTIFICATIONS

Information required should include: type of certification and date completed/received.

Collaborative Institutional Training Initiative (CITI) Certification for Social/Behavioral Research Investigators and Key Personnel, 2012.

REFERENCES

A minimum of three (3) references are required, including name, title, organization, phone number, fax number and email address.

Charie Bryant, Business Office Manager
La Paloma Treatment Center
Phone: 901.726.6053; Fax: 901.722.3940
charie.bryant@frnmail.com

Brian Barthol, Financial Analyst
William Howard & Co.
Phone: 901.761.5068; Fax: 901.761.2217
bbarthol@whcfa.com

Chantelle Stokes, Counselor
Shelby County Head Start
Phone: 901.406.1633; Fax: 901.358.0212
stokes-c@scgheadstart.com

PROPOSED STAFF RESUME FOR RFP 2108

A resume must be completed for all proposed prime contractor staff and proposed subcontractor staff.

Company Name Submitting Proposal:	***Children's Advocacy Alliance***

Check the appropriate box as to whether the proposed individual is prime contractor staff or subcontractor staff.

Contractor:		**Subcontractor:**	***X***

The following information requested pertains to the individual being proposed for this project.

Name:	***Marty Elquist***		**Key Personnel: (Yes/No)**	***Yes***
Individual's Title:	***SEED Department Director***			
# of Years in Classification:	***4***	**# of Years with Firm:**		***19***

BRIEF SUMMARY OF PROFESSIONAL EXPERIENCE

Information should include a brief summary of the proposed individual's professional experience.

Marty Elquist works for The Children's Cabinet as the Supporting Early Education and Development (SEED) Department Director. SEED services include Child Care Subsidy Program, Resource and Referral, Parent Education and Engagement, Quality Rating and Improvement System (QRIS) Coaching, Provider Training and Professional Development, Community Outreach and Data Collection, Home Instruction for Parents of Preschool Youngsters (HIPPY). The Children's Cabinet serves over 10,000 families and 3,000 child care providers every year. She has worked for the agency since 1997.

Ms. Elquist was appointed by Governor Brian Sandoval to serve on Nevada's Early Childhood Advisory Council in 2013. She has served as the chair since 2015. Ms. Elquist was elected to the Board of the National Association of Child Care Resource and Referral Agencies (NACCRRA) and served from March 2010 to 2013.

RELEVANT EXPERIENCE

Information required should include: timeframe, company name, company location, position title held during the term of the contract/project and details of contract/project.

July 2013 – Present

SUPPORTING EARLY EDUCATION & DEVELOPMENT DIRECTOR
The Children's Cabinet, Inc.
1090 South Rock Boulevard
Reno, NV 89502

- ***Oversee reporting and compliance with the National Association of Child Care Resource & Referral Agencies (NACCRRA) quality assurance certification throughout all CCR&R services statewide***
- ***Strategically plan department goals and measurable objectives as well as communications & marketing strategies***
- ***Build partnerships with other community agencies to leverage work and funding in an effort to meet agency mission***
- ***Develop and oversee customer evaluation procedure to assess all department services***
- ***Assess program services and identify areas for improvement***
- ***Compile various Nevada child care supply, demand, and accessibility statistics and write reports to disseminate to local, state and national leaders.***

- *Oversee and all department publications*
- *Support all staff in setting and obtaining professional development goals*
- *Supervise all CCR&R offices and staff*
- *Work with Director of Operations to develop budget and provide budget to Board of Directors and funders*
- *Review expenditures monthly and report expenditures and outcomes to funders*

January 2005 – July 2013 — *SUPPORTING EARLY EDUCATION & DEVELOPMENT MANAGER*
The Children's Cabinet, Inc.
1090 South Rock Boulevard
Reno, NV 89502

- *Oversee reporting and compliance with the National Association of Child Care Resource & Referral Agencies (NACCRRA) quality assurance certification throughout all CCR&R services statewide*
- *Supervise all business and community outreach efforts*
- *Strategically plan department goals and measurable objectives as well as communications & marketing strategies*
- *Develop custom, user-friendly databases and other tracking mechanisms to gather outcomes*
- *Develop and oversee customer evaluation procedure to assess all department services*
- *Assess program services and identify areas for improvement*
- *Compile various Nevada child care supply, demand, and accessibility statistics and write reports to disseminate to local, state and national leaders.*
- *Oversee and contribute to all department publications*
- *Supervise the updating and distribution of all new department manual sections as needed*
- *Manage the training of employees and planning of departmental trainings*
- *Supervise all Las Vegas CCR&R offices and staff*
- *Review department budget and expenditures monthly*
- *Work with program director to provide budget and report expenditures and outcomes to funders*

October 1999 – October 2006 — *PROJECT COORDINATOR*
Nevada Dual Sensory Impairment Project
Department of Educational Specialties/299
University of Nevada, Reno
Reno, NV 89557

- *Evaluate project activities in relation to grant goals and objectives*
- *Create and modify databases to effectively track project progress (i.e., technical assistance database, client information database, lending library database, requisitions database)*
- *Review, update and format all project materials including a quarterly newsletter*
- *Conduct various marketing strategies to increase statewide awareness of project*
- *Assist project director in writing and reporting of grant*
- *Plan parent and service provider workshops and annual parent conference with project director*
- *Conduct annual needs assessment of parents involved with the project*
- *Compile census data for annual report to National Technical Assistance Consortium*
- *Collaborate and coordinate with other state and multi-state deafblind projects, and statewide agencies (i.e., University Affiliated Program, school districts, parent groups, universities, early intervention agencies)*
- *Develop and maintain project's bi-lingual website that is "AAA" compliant for individuals with disabilities*

July 1997 – January 2005 *FAMILY CONSULTANT*

Contracted by United Auto Workers & General Motors
The Children's Cabinet, Inc.
1090 South Rock Boulevard
Reno, NV 89502

- *Provide one-on-one consultation with UAW-GM parents and grandparents regarding child development, parenting, child care, grandparents rights, and other family issues*
- *Conduct follow-ups on all UAW-GM clients*
- *Contribute to community parent and provider quarterly newsletter sent to over 3000 people*
- *Attend workshops and training to keep current on trends and best practices*
- *Maintain client database and expedite monthly program usage reports to General Motors and Americare*
- *Compile and distribute quarterly program administration and audit reports to General Motors, Americare and Children's Cabinet*
- *Maintain UAW-GM parent lending library*
- *Coordinate, edit, and distribute a joint quarterly newsletter with UAW-GM Employee Assistance Program, Benefits, and Skill Center*
- *Conduct bi-annual Family Resource Center Committee meetings for input and approval of bi-annual education, promotion and budget proposals*
- *Carry out annual employee needs assessment to effectively plan and implement program*
- *Coordinate and conduct on-site parenting classes*
- *Plan and implement quarterly promotion activities*

January 2004 – December 2004 *INSTRUCTOR, LETTER OF APPOINTMENT*

Human Development and Family Studies/140
University of Nevada, Reno
Reno, NV 89557

- *Taught HDFS 341—Personal Finance in Fall 2004*
- *Taught HDFS 438/638—Children and Families in a Multi-ethnic society in Spring 2004*
- *Prepare lecture and class activities to ensure catalog description of the course is being met*
- *Research materials to verify that the students are getting reliable, up-to-date information*
- *Provide clear guidelines so student expectations are clear*
- *Offer support and guidance with assignments*
- *Grade assignments fairly and return them to students in a timely manner*
- *Encourage participation and freedom of expression from students*

EDUCATION

Information required should include: institution name, city, state, degree and/or Achievement and date completed/received.

Masters of Science, Human Development & Family Studies - December 2002
University of Nevada, Reno - Reno, NV

Bachelor of Arts, Psychology - May 1996
University of Nevada, Reno - Reno, NV

CERTIFICATIONS

Information required should include: type of certification and date completed/received.

March 2007 – Certificate Excellence in Nonprofit Management Institute

REFERENCES

A minimum of three (3) references are required, including name, title, organization, phone number, fax number and email address.

Kathleen Sandoval, Director of Operations
The Children's Cabinet, Inc.
1090 South Rock Blvd.
Reno, NV 89502
(775) 856-6200-P (775) 856-6208-F
ksandoval@childrenscabinet.org

Dr. Melissa Burnham, Associate Dean
Human Development & Family Studies/MS140
University of Nevada, Reno
Reno, NV 89557
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mburnham@unr.edu

Jack Zenteno, Child Care Chief
Department of Welfare & Supportive Services
1470 College Parkway
Carson City, NV 89706
(775) 684-0630-P (775) 684-0617-F
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TAB IX – Other Information Material

No additional information or materials