



## **Request for Proposals:**

Colorado Early Childhood Comprehensive Systems: Health Integration  
Prenatal-to-Three Program

Family Leadership in State Government Training

**Submission Deadline: May 17, 2024**

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### **Position Overview:**

[Illuminate Colorado](#) and the [Colorado Early Childhood Comprehensive Systems \(CO-ECCS\): Health Integration Prenatal-to-Three Project](#) is seeking support in the development of a Family Leadership in State Government Training. Family experience plays an important role in ensuring families are driving decision-making in the early childhood systems at the local, state, and national levels. This training will provide parents and caregivers who desire to learn new skills, the ability and know-how to impact program planning and policy boards, councils, and committees. Project details, key responsibilities, and qualifications are described below.

### **Background:**

#### **Illuminate Overview:**

Illuminate Colorado is a statewide 501(c)(3) organization working to strengthen families, organizations, and communities to prevent child maltreatment. With a research-based approach that emphasizes building protective factors, we address systemic and multi-sector issues by collaborating with families and partners at the community, state, and national level to develop and implement powerful programs, policies, and initiatives that build brighter childhoods in Colorado.

Our organization is working to build an inclusive and diverse team of passionate experts who value each other's differing lived experiences and backgrounds. All of our work is grounded in the foundations of equity and inclusion, family and community driven, holistic, and multigenerational approaches – and guided by our core values of empathy, innovation, growth, and integrity. Learn more at <https://www.illuminatecolorado.org/about/>.

#### **Colorado Early Childhood Comprehensive Systems Project Overview:**

The Colorado Early Childhood Comprehensive Systems (CO-ECCS): Health Integration Prenatal-to-Three project is the initiative resulting from a five-year grant



awarded to the Colorado Department of Early Childhood (CDEC) in August 2021 by the Health Resources and Services Administration (HRSA), an agency of the U.S. Department of Health and Human Services for their Early Childhood Comprehensive Systems (ECCS) Program. Colorado was awarded funds to advance cross-sector collaborations and partnerships, health system improvements, state-level policy and fiscal innovation, equity, and family leadership to promote early developmental health and family well-being among prenatal to three-year-old (P-3) populations. Colorado is among the 20 grantees awarded funds through the ECCS Program to build state capacity and infrastructure to integrate and strengthen maternal and early childhood systems.

The program's particular focus on the prenatal-to-age three period maximizes the opportunity to reach and support families during the earliest stages of parenting. Illuminate Colorado was selected by the CDEC to ensure the successful implementation of the goals and activities over the funded project period.

### **Project Details:**

#### **Family Leadership in State Government**

Family experience plays an important role in ensuring families are driving decision-making in the early childhood systems at the local, state, and national levels. The purpose of this training is to provide parents and caregivers, who are interested, with skills to impact program planning and policy while serving on state-level boards, councils, and committees as well as equip state leaders and system professionals with best practices on how to support family involvement.

#### **Key Responsibilities:**

- Work closely with the Illuminate Colorado team members as well as state partners and the ECCS Working Group to understand the intended objectives of the training and get input on training development
- Develop and conduct one virtual and sustainable training/ workshop on incorporating family leaders in maternal and child health and early childhood boards and working groups for systems professionals.
- Develop and conduct virtual and sustainable training/workshops to build skills to impact program planning and policy while serving on state-level boards, councils, and committees for parents and caregivers.
  - Partner with a culturally responsive vendor **or** lead the transcreation of a Spanish-language version of the training for parents and caregivers. If you are not proposing to do the work, please identify a partner to do it that you can subcontract with. If a partner is not identified Illuminate will identify a partner for you.

- **Topics to include in the training (but not limited to):**
  - Tools to support Family Leaders share their expertise and experiences by developing their family story that will make an impact on systems building
  - What it means to be a Familyleader- Family Leaders understand their role as a family representative and members of the group
  - Strategies and tools to recruit, engage, support, and empower family representatives
  - How groups work includes skills for serving on a group such as strategies for preparing, participating and following up after meetings
  - Effective meetings and principles that guide group practices and the important processes groups use
  - Skills and strategies on how to manage conflict
  - Family Leadership in Colorado:
    - History of family leadership and the importance of family voice and family stories for systems building
    - Examples of family leadership
    - Learn about different Councils/Boards/Advisories with members with lived experience

**Deliverables:**

- An English language training for professionals about including and supporting family leadership
- An English language training for families to learn new skills to impact program planning and policy boards, councils and committees
- If subcontracting: A transcreated Spanish-language for families

**Budget:** Up to \$35,000 as follows:

\$20,000 for two English language trainings

\$15,000 if subcontracting with a partner to transcreate Spanish-language family-facing training.

**Term of Contract:** Upon execution (estimated May 30th, 2024) to July 30th, 2024

**RFP Submission:** Proposals should be digitally submitted by 5:00 p.m. MT on Monday, May 17th to Mary Houlihan ([mhoulihan@illuminatecolorado.org](mailto:mhoulihan@illuminatecolorado.org)) . Proposals should not exceed 4 pages, excluding budget and other attachments. Please include “CO-ECCS Family Leadership in State Government Training” in the subject line.

**Proposal Selection & Virtual Interviews:** Written proposals will be reviewed by a panel of Illuminate Colorado and CDEC staff. Final candidates may be invited for an interview.

## **RFP Requirements:**

Each proposal should include the elements below to demonstrate the capacity and approach to the work and should not exceed 4 pages, excluding budget and other attachments.

### **1. Capacity & Experience**

- a. Overview of Experience
- b. Description of what makes you uniquely positioned to serve as the strategic partner for this work?
- c. Description of who would complete the project
- d. References to experience and expertise OR work products that demonstrate experience and expertise

**2. Proposed Scope of Work:** Provide a high-level work plan for how you would complete the project, including how you would coordinate with Illuminate staff to ensure ongoing alignment.

**3. Budget (No page limit)** -Budget not to exceed \$35,000 to complete the activities.