

Families, Education, Preschool and Promise Levy



Request For Investment (RFI) Information Session Friday July 12, 2019

Investment Area	Preschool and Early Learning
Investment Type	Organizational and Facility Development
Funding Start Date	School Year 2019-2020
Funding Process	Request for Investment
Eligible Applicants	Center, school, or home-based provider under contract with DEEL to provide preschool services for SPP or Pathway



Information Session Agenda

- I. Families, Education, Preschool and Promise Levy
- II. SPP Provider Facility Fund Request for Investment (RFI)
 - Phase I: Request for Investment Application
 - Phase II: Evaluation
- III. RFI Overview and Expectations
- IV. Questions



2018 FEPP Levy Goals

Through the FEPP Levy, the City of Seattle, families, and community will partner to advance educational equity, close opportunity gaps, and build a better economic future for Seattle students.

Investments will provide:

Preschool

- High-quality early learning services that prepare students for success in kindergarten

K-12

- Physical and mental health services that support learning
- Academic preparation, expanded learning opportunities, social-emotional skill building, and college and job readiness experiences that promote high school graduation

Post-Secondary

- Post-secondary opportunities that promote the attainment of a certificate, credential, or degree



2018 FEPP Levy Priorities and Principles

Priorities	Principles
<ol style="list-style-type: none"> 1. Invest in Seattle children, students, families, and communities that have been historically-underserved to increase access to educational opportunities across the education continuum. 2. Establish agreements with community-based organizations, the Seattle School District, Public Health - Seattle & King County, Seattle Colleges, and other institutional partners to allow data-driven and outcomes-based decisions. 3. Implement evidence-based strategies and promising practices to improve program quality and achieve equity in educational outcomes. 4. Improve program instruction and quality and develop sustainable infrastructure through access to capacity-building opportunities for historically-underserved Seattle communities. 	<ol style="list-style-type: none"> 1. Prioritize investments to ensure educational equity for African American/Black, Hispanic/Latino, other students of color, and students from historically-underserved groups. 2. Ensure ongoing and authentic student, family, and community engagement. 3. Maximize partnerships with cultural and language-based organizations. 4. Ensure Levy proceeds are supplemental and complementary to existing public funding structures and services; funding is never used to supplant state-mandated services. 5. Implement competitive processes to identify organizations to partner with the City to deliver services to children and youth. 6. Implement accountability structures based on student outcomes, performance-based contracts, performance-based awards, and practice continuous quality improvement. 7. Provide financial support that increases access to expanded learning opportunities and the affordability of services for families and educators. 8. Report annually on investments, access to services, and progress toward achieving educational equity.

2018 FEPP Levy Investment Areas

Preschool and
Early Learning

K-12 School &
Community

K-12 School
Health

Seattle Promise

SPP Facility Development Funds

1. Pre-Development Services Program
2. Provider Facilities Fund



SPP Provider Facilities Fund RFI

Goals and Overview

- Improve quality or help early learning providers meet preschool facility licensing standards.
- Expand space in existing SPP preschool facilities.
- Start new facilities, either from the ground up or by substantially remodeling existing buildings to use as part of SPP.



RFI Application - Timeline

Event	Date/Location
Phase I: RFI Release	July 1, 2019 RFI posted: http://www.seattle.gov/education/providers/funding-opportunities
RFI Information Webinar	July 12, 2019, 10:30 am-11:30 am Link
Information Session 1	July 17, 2019, 6:00 pm-7:00 pm Northgate Library (Northgate Meeting Room) - 10548 5th Ave NE, Seattle, WA 98125
Information Session 2	July 24, 2019, 11:00 am-12:00 pm Douglass-Truth Library (Douglass-Truth Meeting Room) - 2300 E Yesler Way, Seattle, WA 98122
Question and Answer Period	July 12-29, 2019 Email all questions to: Jenny.Choi@seattle.gov
RFI Submission Deadline	August 2, 2019 by 5 pm



Anticipated Funding

- Approximately \$1,600,000 is available in 2019-20 SY
- Center and school-based providers are eligible to apply for up to \$1,000,000
- Home-based agencies participating in SPP are eligible to apply for up to \$50,000
- The minimum funding request is \$5,000
- Funding requests cannot exceed \$1,000,000



Phase I: RFI Application - Eligible Applicants

- An agency must be under contract with the City of Seattle to provide preschool services for the Seattle Preschool Program (SPP) or the Seattle Preschool Pathway Program.
- An agency must be in good standing with DEEL and not on a corrective action plan.



Phase I: RFI Application - Proposal Requirements

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1. Improve or expand preschool-related instructional space
2. Activities and costs directly related to delivering preschool services
3. Eligible activities
4. Pathway/SPP participation
5. Site control
6. Prevailing wages
7. Service Commitments
8. Funding match – if required



Eligible Activities for Funding

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- Construction, renovation or rehabilitation of child care facilities, which includes instructional space as well as other related space such as a kitchens, bathrooms, storage or associated space to the instructional classroom
- Design, construction, renovation or rehabilitation of outdoor play space in accordance with state licensing regulations
- “Soft costs” or any project costs that is not construction (which may include design, project management and permitting costs) directly related to the development of a facility which will be eligible for use as a SPP classroom
- Improvements that provide accessibility to persons with disabilities

Ineligible Activities for Funding

Page 3, RFI

- Renovation costs not directly connected to a child care facility which will be eligible for use in SPP
- Renovation costs for infant- or toddler-age classrooms or any classroom not used by children ages 3 through 5
- Acquisition of existing facilities or land
- Deferred maintenance or repairs which do not directly contribute to making the project or property suitable for use as an SPP classroom
- The purchase of equipment or furnishings



Pathway/SPP participation

- If the grantee is a Pathway provider, they will commit to participating in SPP by the following school year.
- If the project is not complete by the start of the school year, the agency will delay opening programs until the following school year.



Site Control

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- For home-based providers that rent or lease their space, DEEL will require the landlord to provide a multi-year commitment to the preschool program.

For awards between

- \$10,000 and \$50,000, a minimum of a five (5) years remaining on the current lease with the property owner.
- Above \$50,000, a minimum of seven (7) years remaining on the current lease with the property owner.
- Above \$250,000, a minimum of ten (10) years remaining on the current lease with the property owner.
- Above \$500,000, a minimum of twenty (20) years remaining on the current lease with the property owner.



Prevailing Wages

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Construction projects funded totally or partially with DEEL funds must comply with applicable labor standards requirements. The **City also requires payment of prevailing wages under Revised Code of Washington (RCW) Chapter 39.12.** Prevailing wages will apply to the project funded by the City, as determined by the grant agreement.

Agencies should consider this requirement when developing cost estimates or obtaining pricing for construction work. Prevailing wage rates are available from the Department of Labor and Industries at:

<http://www.lni.wa.gov/TradesLicensing/PrevWage/WageRates/>



Service Commitments

Page 6-7, RFI

Agencies that are approved for these funds are required to make commitments to the Seattle Preschool Program, they include:

Tier	Grant Amount	Required Commitment to City of Seattle
All	All	For SPP Pathway providers, commitment of any classrooms improved through this funding needs to participate in the SPP within one (1) year.
1	Awards \$50,000 or less	An agency receiving funds must commit any classrooms improved through this funding to participate in SPP for no less than three (3) years, unless otherwise mutually agreed to by both parties.
2	Awards between \$50,001 and \$250,000	An agency receiving funds must commit any classrooms improved through this funding to participate in SPP for no less than five (5) years, unless otherwise mutually agreed to by both parties.
3	Awards between \$250,001 and \$500,000	An agency receiving funds must commit any classrooms improved through this funding to participate in SPP for no less than ten (10) years, unless otherwise mutually agreed to by both parties.
4	Awards greater than \$500,000	An agency receiving funds must commit any classrooms improved through this funding to participate in SPP for no less than fifteen (15) years, unless otherwise mutually agreed to by both parties.

Project Expenditure and Completion

All projects should be completed within one calendar year from the agreement start date, except for:

- Projects funded above \$250,000 should be completed within an 18-month period
 - Projects funded above \$500,000 should be completed within a 24-month period



Criteria - Matching Funds

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Projects seeking awards of \$250,000 or above must have at least 50% of the total project funding committed from other sources.

RFI Funding Request	Required Match %	Minimum Agency Match Commitment
\$250,000	50%	\$125,000
\$300,000	50%	\$150,000
\$500,000	50%	\$250,000
\$1,000,000	50%	\$500,000



Other Criteria

Please review the RFI for content related to other criteria for receiving funds, they include:

- Project costs prior to signing an agreement with the City
- Equal Opportunity, Affirmative Efforts & Non-discrimination in Contracting
- Labor Practices and Policies (Attachment 5)



Phase I: RFI Application - Scoring Criteria

Page 5-6, RFI

1. Project Design – 40
2. Past Experience and Demonstrated Ability – 15
3. Organizational and Administrative Capacity – 35
4. Cultural Competency and Responsiveness – 35
5. Planning for Challenges – 5



Phase I: RFI Application

- RFI submissions must meet all technical compliance requirements as listed on page 4 of the RFI.
- This is a competitive process with no guarantee of funding.

The application and all attachments must be received by mail or in person
NO LATER than 5pm Friday, August 2, 2019

Phase I: RFI Application - Instructions to Applicants

Page 10, RFI

A complete RFI submission will include:

- Proposal Application
- Attachment 1: All supporting documents
- Attachment 2: Project Schedule
- Attachment 3: Project Budget
- Attachment 4: Funding Sources (if necessary)
- Attachment 5: Labor Practices and Policies



Proposal Application

Page 10-12, RFI

Download available at <http://www.seattle.gov/education/providers/funding-opportunities/seattle-preschool-program-provider-facilities-fund->

- Four sections – please read the application carefully



Attachment 1: All Supporting Documents

- Zoning analysis
- Pictures of the site
- Preliminary design or other documents related to pre-development work (not required but highly encouraged)



Attachment 2: Project Schedule

- List all project tasks -
 - Decision points
 - Milestones such as: hiring a contractor, permitting and other architecture and engineering activities, construction dates, completion dates, etc.
- Expected time each task takes to complete
- Seattle Department of Construction & Inspections (DCI, formerly DPD) and related parties involved in the project

Seattle Department of Education & Early Learning

Instructions: *To complete this section you will need input from your project team*

- 1 In Column B, please list all project tasks, these include construction, permitting design, financ
- 2 In Column C, Please list the number of days the task will take to complete.
- 3 In Column D and E, list the approximate start and completion date for each task
- 4 In Columns F through AO, as appropriate - shade the cells gray when a task is taking place wi

ID	Task Name	Duration	Start	Finish	2019																	
					J	F	M	A	M	J	J	A	S	O	N	D						
1	(Sample Start Task)	60d	1/2/2019	2/28/2019																		
2																						
3																						
4																						
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32	24	(Sample End Task)	45d	1/1/2018	2/15/2018																	
33																						

Attachment 3: Project Budget

Page 11, RFI

- Project budgets should carry a minimum of 15% hard cost contingency
- Include all soft costs (e.g. project managers, design, permitting, insurance, etc.)
- General liability insurance coverage
- Budget contact



Project Name: _____ Agency Name: _____

- Instructions *To complete this section you will need input from your project team*
- 1 Please list all project costs in the appropriate section; separate costs by funding source
 - 2 DEEL funds indicates the funds your agency is requesting within this proposal
 - 3 If a cost does not fit within the pre-populated categories, please describe it in Other Costs
 - 4 Worksheet should automatically add your costs from each category into the final Project Cost on line 41

	DEEL Funds	Other Funds	Total Cost
Acquisition/Site Control			
Land/Building Acquisition	XXXXXXXXXX	_____	_____ 0
Real Estate Taxes	XXXXXXXXXX	_____	_____ 0
Title Insurance	XXXXXXXXXX	_____	_____ 0
Closing Costs	XXXXXXXXXX	_____	_____ 0
Appraisal	XXXXXXXXXX	_____	_____ 0
Relocation	XXXXXXXXXX	_____	_____ 0
Other _____	XXXXXXXXXX	_____	_____ 0
Subtotal		0	0
Professional Services			
Architectural Services	_____	_____	_____ 0
Planning/Feasibility Studies	_____	_____	_____ 0
Engineering Studies	_____	_____	_____ 0
Hazardous Materials Consultant	_____	_____	_____ 0
Legal Fees	_____	_____	_____ 0
Contracted Project & Const. Mgmt.	_____	_____	_____ 0
Dev. Consultant/Fundraising	XXXXXXXXXX	_____	_____ 0
Other _____	_____	_____	_____ 0
Subtotal	0	0	0
Construction/Rehabilitation			
Construction	_____	_____	_____ 0
Construction Sales Tax	_____	_____	_____ 0
Hazardous Materials Abatement	_____	_____	_____ 0
Permits	_____	_____	_____ 0
Construction Contingency	_____	_____	_____ 0
Other _____	_____	_____	_____ 0

Attachment 4: Funding Sources (if above \$250,000)

- State the funding sources
- List both the origin/source of each individual funding stream and dollar contribution

Project Name: _____

Agency Name: _____

Instructions

- 1 List the amount of your funding request for this proposal in 8C
- 2 Identify other sources of funding for this project under "Source Name" in Column B
- 3 Enter the amount of each source in Column C under "Costs"

	<u>Costs</u>	<u>Status*</u>	<u>Document Submitted (Y/N)**</u>	<u>Comments</u>
<u>DEEL Funding Request</u>		Pending		
<u>Other Funds</u> <u>Source Name</u>				
Other Source 1				
Other Source 2				
Other Source 3				
Other Source 4				
Other Source 5				
Total Project Funding	0			

* Please identify the status of your application(s) from the following choices: 1) Committed, 2) Pending (application has been submitted), or 3) Will be applied for.
 ** Please enter Y if document related to this funding commitment has been attached to this proposal

Attachment 5: Labor Practices and Policies

page 4

The City values agencies that work to prevent labor disputes, which may lead to work stoppages or adversely impact the ability of FEPP Levy-funded programs to achieve intended outcomes.

Is your agency committed to avoiding labor disputes that disrupt services? Does your organization have standard practices and policies that uphold this principle? If so, please briefly describe.



Phase I: RFI Application - Submission

Submission

Five (5) paper copies with all attachments must be received on or before **5pm Friday, August 2, 2019**.

By Mail:

Seattle Department of Education and Early Learning
Jenny Choi
PO Box 94665
Seattle, WA 98124-6965

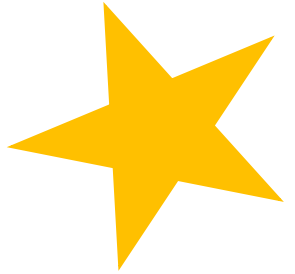
By Hand:

Seattle Department of Education and Early Learning
Seattle Municipal Tower
Jenny Choi
700 5th Ave, Suite 1700
Seattle, WA 98104

Questions:

Please direct submission process questions to Jenny.Choi@seattle.gov and include "Question_SPP Facilities Fund" in the subject line.





Check for Understanding!

A complete application will have:

- Complete SPP Provider Facilities Fund Application
- Supporting documents listed on page 10 (RFI)
- Attachments 2-5 completed on DEEL template

All documents and templates are available on the website at:
<http://www.seattle.gov/education/about-us/funding-opportunities>



Phase II: Evaluation

Page 3-6, RFI

Step 1: Initial screening for technical compliance

Step 2: Review panel

- Applications must receive a minimum of 50 points to be considered for funding.

DEEL reserves the right to negotiate with an agency regarding the amount of funding to be provided and terms and conditions of any awards.



Questions and Reminders

Today's webinar will be recorded and posted online at:

<https://www.seattle.gov/education/for-providers/funding-opportunities/>

Email additional questions to: Jenny.Choi@seattle.gov

Final day to submit questions: Monday July 29, 2019

Interested applicants should submit an RFI by 5pm on Friday August 2, 2019

Refer to RFI for instructions on submitting by mail or by hand

Thank you!

FAMILIES
EDUCATION
PRESCHOOL
& PROMISE

