

2018-19 School Year  
Seattle Preschool Program (SPP)  
SPP Pathway Program Services  
and Community Center Initiative

Request For Investment (RFI)



# Agenda

## SPP and SPP Pathway

- Overview
- Minimum Qualifications
- Payment Overview
- Evaluation Criteria
- Submission Materials



# Agenda

## SPP Community Center Initiative

- Overview
- Minimum Qualifications
- Selection Process
- Submission Materials

## Key Reminders

## Questions



# SPP and SPP Pathway



City of Seattle, Department of Education and Early Learning



# SPP and SPP Pathway Overview

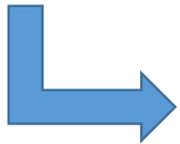
- SPP and SPP Pathway are two separate programs with different:
  - minimum qualifications
  - program requirements
  - payment structures
- The same forms can be used to apply for both SPP and SPP Pathway
- Funding under this year's RFI can only be guaranteed through the 2018-19 school year due to Levy renewal in 2018



# What is SPP?

*RFI pages 3-4*

SPP is a 4-year levy-funded demonstration project to support the goal of creating voluntary, high-quality preschools available and affordable to all of Seattle's 3- and 4- year-old children.



## **What is SPP Pathway?**

- A program for providers who do not meet the SPP minimum qualifications and/or would like support to eventually become SPP-qualified.
- Providers selected for the SPP Pathway have 1 year to work toward meeting SPP eligibility requirements

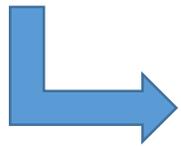


# Program Capacity

*RFI p. 4*

SPP will be phased in according to the following schedule:

SPP Phase-In Schedule				
School Year	2015–16	2016–17	2017–18	2018–19
Classrooms	15	32	52	75-85
Children	280	600	1,000	1400-1600



## **SPP Pathway**

For the 2018-19 school year, DEEL intends to fund up to 100 new slots



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# Minimum Qualifications

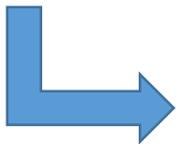
*RFI pp. 5-6*

## Licensing

- Licensed by the WA State Department of Early Learning (or exempt from licensing)

## Early Achievers

- Must be enrolled in Early Achievers (EA) **and** hold a rating of Level 3 or above



### SPP Pathway Minimum Qualifications

- Does not currently meet some or all SPP qualifications
- Willing to commit toward working to meet qualifications



SPP must be:  
Licensed + EA3 + Full day

Funded by classroom

Access to PD, curriculum  
training and coaching

Access to facilities fund

Access to teacher education  
funds

SPP Pathway:  
Licensed? EA? Full day?

Funded by slot  
(minimum of 8)

Access to PD, curriculum  
training and coaching

Access to facilities fund

No access to teacher education  
funds



# Program Requirements

*RFI pp. 6-8*

- SPP and SPP Pathway have different program requirements for the following:
  - Classroom demographics
  - Child eligibility and enrollment
  - Hours per day, days per year
  - Teacher education
- Successful applicants must be able to adhere to these requirements prior to contracting
  - A sample contract is available online as a reference



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# Payment Overview

SPP considers several classroom characteristics when determining contract payments:

Step	Payment Category	Amount	Unit	Notes
1	Slot Payment	\$3,274 to \$10,000	Slot	Based on student type and other funding sources. See "Per-Student Slot Payment Amount" table.
2	Small Class Size Adjustment	\$2,000	Slot	Paid to classrooms with license capacity less than 20. SPP pays \$2,000 for each unoccupied slot between license capacity and 20. Example: If a classroom is licensed for 18, SPP pays an additional \$4,000.
3	Staff Education Bonus	up to \$39,000	Classroom	Payment for teachers and site supervisors who meet or exceed education requirements. See "Staff Education Bonus" table.
4a	Family Engagement	\$787	Classroom	Paid per classroom for family engagement plan.
4b	Classroom startup	\$7,500-\$10,000	Classroom	One-time payment for new SPP classrooms. Higher amount is given to classrooms that have not operated a preschool program previously.



# Payment Overview

- Step 1. Slot Payment (based on # / type of students)

1	Slot Payment	\$3,274 to \$10,000	Slot	Based on student type and other funding sources. See "Per-Student Slot Payment Amount" table.
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Program	Program Amount Per Student*	SPP Amount Per Student	Total Payment Per Student
SPP or Step Ahead Only	\$0	\$10,000	\$10,000
Head Start	\$10,000	\$4,000	\$14,000
Half Day ECEAP	\$5,919	\$6,081	\$12,000
Full Day ECEAP	\$8,726	\$3,274	\$12,000
Extended Day ECEAP	\$15,460	\$3,274	\$18,734

\*Approximate amount awarded by local, state, and federal grant programs.



# Payment Overview

- Step 2. Small class size adjustment (if applicable).

2	Small Class Size Adjustment	\$2,000	Slot	Paid to classrooms with license capacity less than 20. SPP pays \$2,000 for each unoccupied slot between license capacity and 20. Example: If a classroom is licensed for 18, SPP pays an additional \$4,000.
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## Example:

- Maximum SPP Capacity = 20
- License Capacity = 18
- Difference = 2 slots
- 2 slots x \$2,000 = \$4,000 small class size adjustment



# Payment Overview

- Step 3. Staff education bonus (MERIT-verified)

Note: these funds must first be used to meet SPP minimum salary requirements.

3	Staff Education Bonus	up to \$39,000	Classroom	Payment for teachers and site supervisors who meet or exceed education requirements. See "Staff Education Bonus" table.
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Position	Requirements	Amount if "Meets"	Amount if "Exceeds"
Lead Teacher	<u>MEETS</u> : Bachelor's with 30 ECE credits <u>EXCEEDS</u> : WA State teaching certificate with P-3 endorsement	\$19,000	\$28,000
Assistant Teacher	<u>MEETS</u> : Associate's degree with 20 ECE credits	\$9,000	\$9,000
Director/Site Supervisor	<u>MEETS</u> : Bachelor's with 30 ECE credits and business/leadership training	\$2,000	\$2,000
	<b>Maximum</b>	<b>\$30,000</b>	<b>\$39,000</b>



# Minimum Salary Requirements

## *sample contract pages 14-15*

### Lead Teacher

- Does not meet: \$16/hour plus benefits
- Meets: \$24/hour plus benefits
- Exceeds: according to the current SPS Certificated Non-Supervisory Staff Salary schedule (available on the SPS website)

### Assistant Teacher

- Does Not meet: \$15/hour plus benefits
- Meets: \$16/hour plus benefits

### Director/Site Supervisor

- No minimum salary requirement



# Payment Overview

- Step 4. Family Engagement and Classroom Startup

4a	Family Engagement	\$787	Classroom	Paid per classroom for family engagement plan.
4b	Classroom startup	\$7,500-\$10,000	Classroom	One-time payment for new SPP classrooms. Higher amount is given to classrooms that have not operated a preschool program previously.



# Payment Overview

*RFI p. 7*

## SPP Payment FAQs

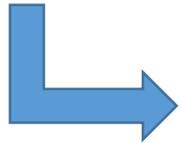
1. Are there restrictions on how we use the funds?
  - As long as you meet the program requirements (and don't violate any laws), agencies can use the funds as they deem appropriate
2. When/How do we receive funding?
  - Contracts begin July 1 so agencies can bill us for payment after that date
  - DEEL will provide agencies with an invoice template (in Excel) to use.
3. Will agencies be paid regardless of enrollment?
  - For DEEL-selected students, agencies will be paid regardless of enrollment vacancies. For all other types of students, the answer is "it depends".



# Payment Overview

*RFI p. 7*

- What about SPP Pathway?



## **SPP Pathway Payment Overview**

The City will pay applicants per child, based on five levels (tiers) determined by the applicant's Early Achievers (EA) rating:

### **2018-19 Rates**

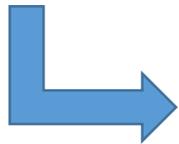
- Full-day (6 hours/day): \$8,359 - \$9,281 per child
- Part-day (3.5 hours/day): \$6,660 - \$7,576 per child



# Additional Funds

The City has additional funds that may be available to providers for:

- Program support for special populations (not a replacement for IEP services)
- Tuition assistance for teachers who are completing their degrees
- Release time for professional development
- Facilities funds to help with construction/remodeling
- Organizational capacity funds (technical assistance)



## **SPP Pathway Additional Funds**

Additional funds that may be made available to SPP pathway providers are:

- Release time
- Facilities funds
- Organizational capacity funds



# Performance Based Contracts

- Total amount from the funding formula (slide 13) is broken down:
  - 75% Base Pay
  - 25% Performance Pay
- Base pay is a set monthly amount that is guaranteed so long as the program is meeting requirements
- Performance Pay is earned for meeting certain performance indicators
  - See Sample Contract, Exhibit B, for an example of Performance Indicators



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# Evaluation Criteria

*RFI p. 10-11*

## **Exhibit A, Section IV: Application** *(up to 50 points possible)*

- Five Narrative Questions *(up to 10 points possible for each)*
  - Program experience
  - Program success
  - Experience with engaging families
  - Experience working with diverse groups
  - Qualified staff
- Applicants need to fill out only one Exhibit A for multiple sites, however individual sites will be scored separately



# Evaluation Criteria

*RFI pp. 11-12*

## **Exhibit B: Site Level Information** *(up to 50 points possible)*

- Reflects SPP Contracting Priorities
  - High-Need Locations = *up to 30 points*
  - Serving Low Income Children = *up to 10 points*
  - High Quality Practice = *up to 10 points*
- Points earned in this section are based on whether the applicant meets or does not meet the criteria
- Applicants only need to fill out one Exhibit B to reflect multiple sites; however individual sites will be scored separately.



# Evaluation Criteria – High Need Locations

## *SPP Implementation Plan p.13*

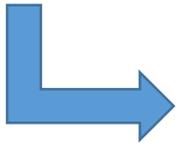
Beginning in 2016, agencies in these areas will continue to be prioritized if, in the previous school year, SPP demand exceeded SPP capacity in the attendance area by 20% or more.

If all areas of Seattle meeting the criteria above are saturated with preschool availability, agencies operating preschool classrooms within the attendance area of a Level 3 public school will be prioritized.



# Evaluation Criteria, *cont'd*

*RFI p. 12*



## SPP Pathway Application

Only one evaluation criteria differs between SPP and the SPP Pathway on Exhibit B:

- High Quality Practice (*up to 5 points possible*)
  - Applicant is **registered** in Early Achievers and participating in Level 2 activities. Applicant does not have to be EA rated to receive full points.



# Evaluation Criteria, *cont'd*

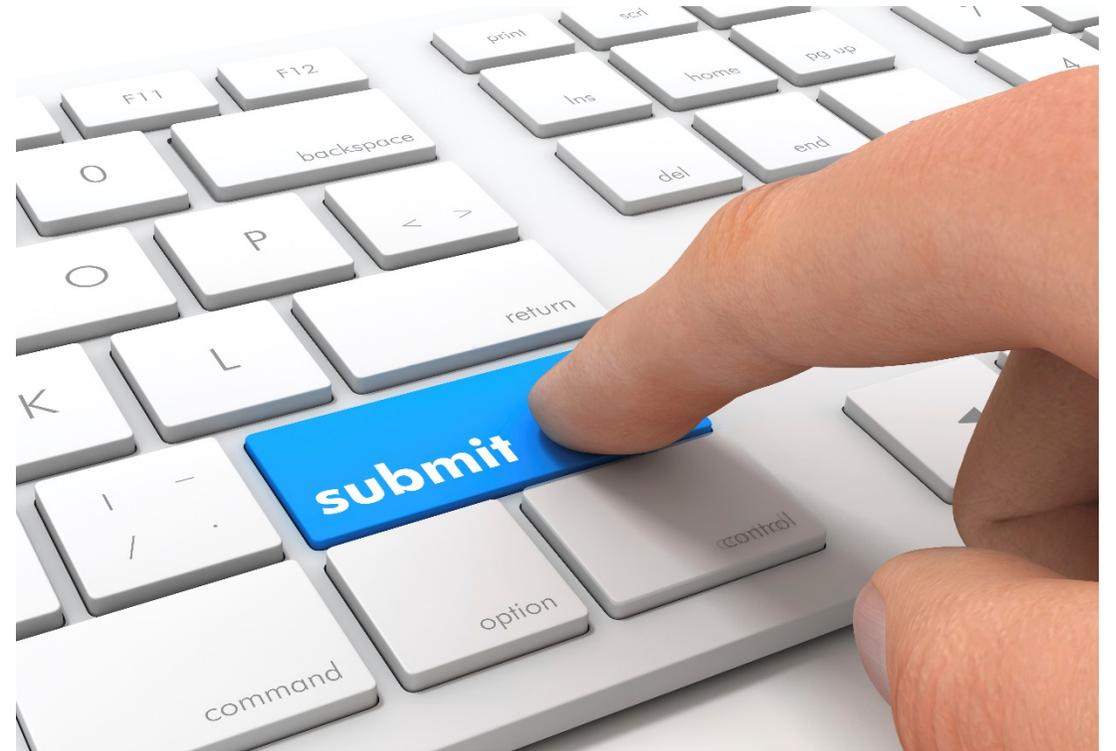
*RFI p. 12*

- **Tiebreakers** (*up to 6 total points possible*)
  - Agency has preschool classrooms within the attendance area of a public school where English Language Learner population has exceeded 30% of the total school population within the past three years (*2 points*)
  - Agency has the capacity to provide comparatively more classrooms for SPP in comparison to other applicants (*2 points*)
  - Agency has preschool classrooms within the attendance area of a public school where the percentage of incoming kindergarteners in the attendance area has increased by more than 10% over the past two years (*2 points*)
- DEEL will use SPS data to determine the tiebreakers if needed



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# SPP and/or SPP Pathway Submission

*RFI p. 8-9*

If you are a NEW provider applying for ***SPP and/or SPP Pathway***, you will submit the following:

**Exhibit A:** RFI application and required items listed on checklist at the end of the application (page 8)

- Note for applicants located in Seattle Public Schools Buildings only: You will be required to provide documentation that you have sent a notification of your SPP or SPP Pathway application to SPS Alignment Coordinator Susan Hall (email: [shall@seattleschools.org](mailto:shall@seattleschools.org))

**AND**

**Exhibit B:** Site Level Information



# SPP and/or SPP Pathway Submission

*RFI p. 8-9*

If you are a current SPP or SPP Pathway provider applying for ***SPP and/or SPP Pathway*** expansion, you will submit the following:

**Cover Letter:** a word document that should include:

- a short description of why you would like to expand
- an outline of your overall application including the number of new classrooms or slots, the locations and the type of programming (SPP or Pathway) and
- contact person for the application

\*your cover letter should not exceed 2 total pages (1 page double-sided)

**AND**

**Exhibit B:** Site Level Information



# SPP and/or SPP Pathway Submission, *cont'd.*

- Exhibit A responses must not exceed 10 pages total (5 pages double-sided). Any pages exceeding this limit will be removed from the document and not considered for evaluation purposes.
- Narrative responses must be in the format specified on page 9:
  - 8½" x 11" paper, minimum size 11 font, 1-inch margins
  - Typed or word-processed; double-sided
  - Pages numbered
  - All attachments stapled together



# SPP Community Center Initiative



City of Seattle, Department of Education and Early Learning



# Community Center Initiative Overview

## *RFI Page 13-18*

DEEL has developed a partnership with Seattle Parks and Recreation to make licensed pre-K spaces available to community partners.

For the 2018-2019 SPP school year, the two sites\* are:

- Alki Community Center
- Delridge Community Center

\*Descriptions of each location *RFI pages 13-15*



# Community Center Initiative

- SPR is currently going through a design process to upgrade sites that need improvements to meet licensing criteria.
- Each site will have one classroom with access to other parts of the community center (e.g. kitchen, outdoor space, potentially gymnasium)



# Community Center Initiative

- The selected provider will enter into an occupancy agreement with SPR that will be renewable through the levy period. The agreement will include rent.
- Providers will be able to operate within the sites during the SPP school year. Extended care will need to be negotiated separately with SPR.
- Providers will be responsible for coordinating with SPR on the licensing process.



# Agenda

## SPP Community Center Initiative

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## RFI Process and Key Reminders

## Questions



## Minimum Qualifications

*RFI p. 15-16*

A ***current provider*** in the Seattle Preschool Program or SPP Pathway Program during the 2017-18 school year;

OR

A Seattle preschool provider that is ***offered an award*** through this Request for Investment process for the 2018-19 School Year Seattle Preschool Program or SPP Pathway Program



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# Selection Process

*RFI p. 16*

The selection process will follow the following process in order:

1. Determine if applicant meets Minimum Qualifications
2. DEEL assigns a Priority Level based on applicant's response materials



# Priority Levels

*RFI p. 17*

The Priority Levels were developed to meet the following goals:

1. Maintain current SPP classes that are facing displacement situations
2. Support SPP Pathway providers that are experiencing facility issues
3. Add new SPP slots through making city-owned space available to community-based organizations



# Priority Levels

*RFI p. 17*

Priority Level	Description
1	Current SPP or SPP Pathway provider that is either displaced or at high risk for displacement (or) Current SPP Pathway provider for whom facility is a primary barrier to meeting SPP requirements (and) The displaced or Pathway facility is in the current middle school attendance zone of the community center space the agency is applying to
2	Current SPP or SPP Pathway provider that is either displaced or at high risk for displacement (or) Current SPP Pathway provider for whom facility is a primary barrier to meeting SPP requirement



# Priority Levels, *cont'd.*

*RFI p. 17*

Priority Level	Description
3	Successful Applicant to SPP that is either displaced or at high risk for displacement
4	Current SPP or SPP Pathway Provider (2017-18 SY) that will be expanding the net number of pre-K classrooms in SPP through operating out of a community center site
5	Successful applicant to the SPP Program that will be expanding their pre-K through operating out of a community center site
6	Successful Applicant to the SPP Pathway Program that will be expanding their pre-K through operating out of a community center site



# Selection Process

*RFI p. 16*

The selection process will follow the following process in order:

1. Determine if applicant meets Minimum Qualifications
2. DEEL assigns a Priority Category based on applicant's response materials
3. If more than one applicant is in the same priority category, then RFI Review Committee scores application responses from Exhibit C



# Selection Process

*RFI p. 18*

## **Exhibit C: Application** *(up to 90 points possible)*

- Three Narrative Questions *(up to 30 points possible for each)*
  - Leveraging Local Resources
  - Organizational Stability
  - Commitment to Racial Equity
- Each question has a different word count

Applicants only need to fill out one Exhibit C even if applying for multiple sites



# Agenda

## SPP Community Center Initiative

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# Community Center Initiative Submission

*RFI p. 16*

What to submit if you are applying for the ***Community Center Initiative***:

- If you are a **current SPP or SPP Pathway provider**, you are only required to fill out **Exhibit C**.
- If you are ***not a current SPP or SPP Pathway provider***, you must fill out all the application **exhibits (A, B and C)**.
  - Exhibit C will only be reviewed once you have been selected to be in SPP or SPP Pathways program.



# Community Center Initiative Submission, *cont'd.*

- Exhibit C responses must not exceed 15 pages total. Any pages exceeding this limit will be removed from the document and not considered for evaluation purposes.
- Narrative responses must be in the format specified on page 16:
  - 8½" x 11" paper, minimum size 11 font, 1-inch margins
  - Typed or word-processed; double-sided
  - Pages numbered
  - All attachments stapled together



# Key Reminders



# RFI Key Reminders

- Proposals due **January 12, 2018 by 4:30pm**
- Refer to RFI Schedule on page 1 for key dates
- Follow the required response format (RFI p. 8)
- Submit 10 paper copies **and** an electronic file (RFI p. 8)
- E-mail any questions to [leilani.delacruz@seattle.gov](mailto:leilani.delacruz@seattle.gov) by close of business on January 5, 2018
- Make sure the person designated on the cover sheet can be reached at the phone number and e-mail address listed on the application



# Submission instructions for all exhibits

**Please submit hard copies and electronic copies as follows:**

Hard copies:

Please submit **10 paper copies**

Must be **received by Friday, January 12, 2018 at 4:30pm**

Address information is on page 9 of RFI.

Electronic copies:

Send files in MS Word or Adobe PDF to: [leilani.delacruz@seattle.gov](mailto:leilani.delacruz@seattle.gov)

**Please follow naming conventions** on page 9 of RFI.

**Direct any questions about technical difficulties in submitting the application to:** 206-684-8556 or [leilani.delacruz@seattle.gov](mailto:leilani.delacruz@seattle.gov)



# RFI Reference Documents

*RFI p. 17*

The following reference documents are available [online](#):

- SPP Action Plan
- SPP Implementation Plan
- SPP Program Plan
- Step Ahead/SPP Pathway Program Manual
- Sample SPP Contract



# RFI Questions

- Today's questions are being documented and will be posted online [HERE](#)
- Applicants' questions that arise after the RFI information session must be sent via email—*No phone calls*
- E-mail: [leilani.delacruz@seattle.gov](mailto:leilani.delacruz@seattle.gov)
- DEEL will post answers online within approximately 3 business days to questions asked either at this session or via email
- DEEL will accept questions until close of business on **January 5, 2018**





City of Seattle, Department of Education and Early Learning

