

National Center for Families Learning: Request for Proposals
(RFP)
Families Learning and Serving Together

The National Center for Families Learning is accepting applications for NCFL Family Learning, a nationwide initiative led by NCFL and implemented in twenty-two communities across the country. NCFL Family Learning is a two-generation movement that empowers families to learn together through education, service, mentoring, and technology. NCFL Family Learning is a visible conduit for increased educational achievement for child and parent, increased 21st century employability skills, financial literacy, volunteerism, and civic engagement. More information about two-generation programming can be found at <http://www.familieslearning.org/about-us/two-generation.html>. More information about NCFL can be found at www.familieslearning.org.

NCFL will award two winning Louisville, KY, organizations a one-year \$75,000 grant and provide training and technical assistance and communications support to implement services that engage families in learning together, and addressing community issues through multi-generational service learning projects. Eligible Family Learning sites will address our community's critical educational needs in innovative ways. Initial preference will be given for partners with interests in high-quality programming serving vulnerable families seeking educational attainment.

Grants and other support

Winning applicants will receive a \$75,000 grant for the purpose of creating a one-year two-generation pilot that addresses the needs of educationally and economically at-risk families in innovative ways. Funding must be used to implement NCFL's Family Learning model and can support staff, facilities, supplies, equipment and other direct funding needs as determined by the grantee and reflected in the proposed budget.

The grantee will be expected to allocate a portion of grant funding as follows **if not already covered by other funding:**

- Designated Parent Facilitators to implement NCFL Family Learning
- Facilities costs (if applicable), meals, and childcare for families during programming
- Staff participation in subsequent trainings
- Joint communications strategies and events in collaboration with NCFL

Sites will receive the following from NCFL:

- Ongoing training and technical assistance
- PACT Time®, Parent Time, Family Service Learning, materials and guidance
- One scholarship for staff to attend annual Family Learning Summit (Fall 2017)
- Access to all NCFL digital resources

- Support of national, regional, and local outreach in collaboration with the grantee's communications efforts and structure.

Grantee and local collaborating partners are required to provide the difference between the grant award and the total cost in-kind and/or additional financial resources which should be reflected in the proposed budget.

Initial applications must be submitted by close of business on **July 5, 2017 at noon, Eastern Standard Time**. The application can be submitted via the online application form available at <http://www.familieslearning.org/our-capabilities/award-fund.html> Any questions should be addressed to Tracy Noles at Tnoles@familieslearning.org.

Applicant organization must

- Agree to provide family-focused educational services for parents, grandparents, and/or legal guardians and their children ranging in age from 3-18.
- Agree to leverage Family Learning funds to build innovative solutions to increase family learning.
- Agree to adhere to all expectations for Family Learning including but not limited to the graduation of 25 families from the program during the program year. Graduation is defined as completion of all program components with adequate attendance throughout the year.

Review Process

Applications will be reviewed by a committee designated by NCFL. Applicants will be notified by July 30, 2017. Applicants may receive requests for interviews from the committee during the review process. NCFL intends to select site(s) based on the following criteria:

- Adherence to all Family Learning model components
- Capacity to implement the project (staffing; expertise in providing intergenerational programming; facilities, ability to leverage community partners)
- Commitment of applicant, demonstrated through its plan, to meet NCFL Family Learning expectations. This should include evidence of organizational leadership, community, and partner support for long-term success.
- Strength of implementation plan, strategies, and anticipated results.
- Application budget including in-kind and other resources.

Expectations of NCFL Family Learning Site

The grant recipient must begin program implementation no later than September 30, 2017. The NCFL Family Learning program must include the following integrated services for families:

- Parent Time—activities which are defined in federal legislation as training for parents regarding how to be the primary teacher for their children and a full partner in their children's education. Parent Time includes issues relevant to cultural diversity, preparation for effective support of children's education, life skills, Adult Education and/or English language Instruction, employability skills, and civic engagement for a minimum of eight hours per week.

- Parent and Child Together (PACT) Time®— intergenerational programming, activities and learning — that occurs in the child’s classroom or the organization’s existing programs for families during day or evening hours as well as in communities and homes. Can include children or youth afterschool or outside-of-school programming for children of varying ages and their parents. These opportunities must occur at least two hours per week at the Family Learning sites and offer time for parents to observe children learning and also practice learning and developing key academic and life skills with their children.
- Family Service Learning—A minimum of three projects constructed through the six-step Family Service Learning project process and shared with NCFL and the community at large. Family Service Learning is a parent driven process facilitated by staff but developed by families.
- On and offline events and outreach that include Family Learning Immersion Training, site opening, end-of-year celebration events, family sharing of project activities and NCFL led communications activities.

Initial Training and Planning

Applicants should build in adequate time and resources to conduct initial and on-going program planning. This will include:

- A mandatory 1 ½ day training/orientation in August for designated parent facilitator, program coordinator, organizational leadership and other key staff.
- Local planning time to complete a grantee action plan initiated at the above training and completed before Family immersion activities.
- A mandatory NCFL Family Learning Immersion Training lead by parent facilitators for participating families.
- Regularly scheduled administrative and instructional time for planning throughout the program year.

Ongoing NCFL Training and Technical Assistance

In addition to the training and planning phase of the project described above, the grantee will in regular contact with NCFL staff through the following in-kind activities.

- Quarterly technical assistance visits during regular programming hours- Site staff will allocate dates for these visits in coordination with NCFL.
- Monthly technical assistance calls
- Attendance at the Families Learning Summit in 2017.

Communication

Grantees will be required to collaborate with NCFL in creating communication plans including end of year celebration of results. This collaboration may include site opening announcements, ongoing and spontaneous communication opportunities, and graduation celebration events.

Evaluation and Improvement

Family Learning will require the regular collection and input of data, family stories, photos, and videos of participating families to the degree possible, with appropriate release forms signed by families. It is expected that data and information collected will be used to drive improvement of services.

NCFL's data collection and research plan will include at least the following expectations for grant recipients:

- Track number of families participating in NCFL Family Learning
- Track parent knowledge gains in intergenerational literacy strategies using NCFL collection tools
- Family Service Learning documentation
- Track monthly attendance for parents and children
- Report academic gains/results for parents and children if available
- Honor data collection timelines
- Submit mid-year and final program reports

Budget

Grant funds are intended to support the changes and adaptations of existing family engagement services and parent involvement programs/strategies to implement Family Learning components and activities. A first-year budget must be completed and uploaded as a part of the online application submission. A detailed summary of expenses must be submitted to NCFL by the end of the program year.