WELCOME FROM DCYF DIRECTOR
MARIA SU, PSYD
DCYF acknowledges that it carries out its work on the unceded ancestral homeland of the Ramaytush Ohlone, the original inhabitants and stewards of the San Francisco Peninsula. As the government agency that stewards the Children and Youth Fund, we accept the responsibility that comes with resources derived from property taxes upon unceded and colonized land. We recognize the history and legacy of the Ramaytush Ohlone as integral to how we strive to make San Francisco a great place for life to thrive and children to grow up.
AGENDA

• Welcome & Introduction (Maria)
• Land Acknowledgement & Agenda (Aumijo)
• Our Mandate & Approach for the 2024-2029 Funding Cycle (Aumijo)
• 2024-2029 RFP Results, Service Areas & Strategies (Sherrice)
• Preparing to Read & Score (Aumijo, Mitzi & Brett)
• Reading & Scoring (Sherrice)
• Questions & Answers (Aumijo & Sherrice)
OUR MANDATE & APPROACH FOR THE 2024-2029 FUNDING CYCLE
Sec. 16.108 of the San Francisco Charter requires that DCYF...

To the maximum extent feasible, to distribute funds equitably among services for all age groups – from infancy to TAY

Ensure that children and youth with the highest needs receive maximum benefit from the Fund and that equity is a guiding principle of the funding process

To fulfill our mandate, DCYF must be both:

A steward of the Children & Youth Fund
An equitable distributor of resources
DCYF fulfills our equity mandates through our Planning Process
Our Planning Process prioritizes need.

- African American/Black, American Indian/Alaska Native, Hispanic/Latinx & Pacific Islander children, youth & families
- Low-income Asian children, youth & families
- Disconnected transitional age youth/young adults (TAY/A)
- Families economically impacted by COVID-19
- Individuals with disabilities & their families

- English Learner
- Foster Youth
- LGBTQ
- Teen parent
- Under-housed
- Undocumented
- Children of incarcerated parents
- Justice system involvement
- Exposure to violence, abuse or trauma
- Academic underperformance or disconnect from school
The 2022 CNA showed that many of the needs and disparities that have affected the City’s children, youth, TAY and their families for years continue to persist.

We recognize that if we want different results we must also operate differently.
Intentional Funding + Coordination With City Agencies & SFUSD = Better Outcomes For Children, Youth, TAY & Families in the 2024-2029 Funding Cycle
2024-2029 RFP RESULTS, SERVICE AREAS & STRATEGIES
DCYF GRANTS: 2024-2029 RFP

$87.3M - $96.5M

including Funding Strategies & Initiatives

4 RESULTS AREAS

8 SERVICE AREAS

23 FUNDING STRATEGIES

8 INITIATIVES
DCYF’s Results Areas

- Children & youth are supported by nurturing families & communities
- Children & youth are physically & emotionally healthy
- Children & youth are ready to learn & succeed in school
- Youth are ready for college, work & productive adulthood
CHILDREN & YOUTH ARE READY TO LEARN & SUCCEED IN SCHOOL

Programs, resources, supports & activities that provide opportunities for youth to learn, gain SEL skills, engage educationally & have access to needed supports.

2024-2029 RFP AGES & TARGET POPULATIONS

- K-12th graders in need of enrichment programming
- African American
- American Indian/Alaska Native
- Hispanic/LatinX
- Pacific Islander
- Low-income Asian
- Individuals with disabilities & their families
- Foster youth
- LGBTQ
- Justice involved
- Teen parents
- Under housed
- Academic underperformance/school disconnect

6 - 13
14 - 17
## 2024-2029 RFP Service Areas & Strategies

<table>
<thead>
<tr>
<th>Service Area</th>
<th>Allocation</th>
<th>Strategy/Initiative</th>
</tr>
</thead>
<tbody>
<tr>
<td>Out of School Time</td>
<td>$27.7M-$30.6M</td>
<td>Beacon Community Schools</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Comprehensive Year Round &amp; Summer Learning</td>
</tr>
<tr>
<td>Educational Supports</td>
<td>$6.0M-$6.6M</td>
<td>Academic Supports</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Literacy Supports</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Summer Transitions</td>
</tr>
<tr>
<td>Enrichment &amp; Skill Building</td>
<td>$8.9M-$9.8M</td>
<td>Arts &amp; Creative Expression</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Identity Formation &amp; Inclusion</td>
</tr>
<tr>
<td></td>
<td></td>
<td>STEM &amp; Environmental Sustainability</td>
</tr>
</tbody>
</table>
YOUTH ARE READY FOR COLLEGE, WORK & PRODUCTIVE ADULTHOOD

Programs, resources, supports and activities that help youth and TAY gain exposure, skills and abilities that prepare them for successful transitions into adulthood.

2024-2029 RFP AGES & TARGET POPULATIONS

- 9th-12th graders & TAY/A in need of career development & employment
- TAY/A in need of enrichment programming

CITYWIDE/UNIVERSAL NEED

- African American
- American Indian/Alaska Native
- Hispanic/LatinX
- Pacific Islander
- Low-income Asian
- Individuals with disabilities & their families

CONCENTRATED NEED

- Foster youth
- LGBTQ
- Justice involved
- Children of incarcerated parents
- Exposed to violence, discrimination or trauma
- Academic underperformance/school disconnect

CHARACTERISTICS OF INCREASED NEED
YOUTH ARE READY FOR COLLEGE, WORK & PRODUCTIVE ADULTHOOD

2024-2029 RFP SERVICE AREAS & STRATEGIES

<table>
<thead>
<tr>
<th>SERVICE AREA</th>
<th>ALLOCATION</th>
<th>STRATEGY/INITIATIVE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Youth Workforce Development</td>
<td>$23.4M-$25.8M</td>
<td>Youth Workforce Development (General)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Youth Workforce Development (TAY/A)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Mayor’s Youth Employment &amp; Education Program (MYEEP)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Opportunities for All - YouthWorks</td>
</tr>
<tr>
<td>Educational Supports</td>
<td>$6.0M-$6.6M</td>
<td>High School Partnerships</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Alternative Education</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Academic Supports</td>
</tr>
<tr>
<td>SERVICE AREA</td>
<td>ALLOCATION</td>
<td>STRATEGY/INITIATIVE</td>
</tr>
<tr>
<td>----------------------------------</td>
<td>--------------------</td>
<td>----------------------------------------------------------</td>
</tr>
<tr>
<td>Justice Services</td>
<td>$12.7M-$14.0M</td>
<td>Custody-Based Services</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Justice Services Care Coordinators</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Credible Messenger/Life Coach</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SF Community Assessment &amp; Referral Center (CARC)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Young Adult Court Case Management</td>
</tr>
<tr>
<td>Enrichment &amp; Skill-Building</td>
<td>$8.9M - $9.8M</td>
<td>Arts &amp; Creative Expression</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Identity Formation &amp; Inclusion</td>
</tr>
<tr>
<td></td>
<td></td>
<td>STEM/Environmental Sustainability</td>
</tr>
<tr>
<td>Youth Empowerment</td>
<td>$3.9M - $4.4M</td>
<td>Youth-Led Philanthropy</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Youth Leadership &amp; Organizing</td>
</tr>
</tbody>
</table>
Children & Youth are supported by nurturing families & communities.

Programs, resources, supports and activities that increase the ability for families to nurture their children and for communities to be safe, connected and engaged.

2024-2029 RFP Ages & Target Populations

- Parents & caregivers in need of support
- Children, youth, TAY/A & families needing access to programs & resources
- African American
- American Indian/Alaska Native
- Hispanic/LatinX
- Pacific Islander
- Low-income Asian
- Families economically impacted by COVID
- Justice Involved youth & their families
- Communities exposed to violence, discrimination or trauma
## 2024-2029 RFP Service Areas & Strategies

<table>
<thead>
<tr>
<th>SERVICE AREA</th>
<th>ALLOCATION</th>
<th>STRATEGY/INITIATIVE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Justice Services</td>
<td>$12.7M-$14.0M</td>
<td>Whole Family Support</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Out-of-Home Placement</td>
</tr>
<tr>
<td></td>
<td></td>
<td>School Crisis Support</td>
</tr>
<tr>
<td>Family Empowerment</td>
<td>$6.0M-$8.0M</td>
<td>Collaboratives</td>
</tr>
<tr>
<td>Outreach &amp; Access</td>
<td>$1.0M-$2.0M</td>
<td>Community Navigators</td>
</tr>
</tbody>
</table>

Children & youth are supported by nurturing families & communities.
Programs, resources, supports and activities that promote physical, emotional, behavioral and mental health as well as healing from trauma.

2024-2029 RFP AGES & TARGET POPULATIONS

**CHILDREN & YOUTH ARE PHYSICALLY & EMOTIONALLY HEALTHY**

- **6 - 13**
  - Children, youth, TAY/A & families in need of meals & snacks
  - K-12th graders & TAY/A in need of sports & physical activity

- **14 - 17**
  - African American
  - American Indian/Alaska Native
  - Hispanic/LatinX
  - Pacific Islander
  - Low-income Asian
  - Individuals with disabilities & their families
  - Foster youth
  - LGBTQ
  - Justice involved
  - Children of incarcerated parents
  - Exposed to violence, discrimination or trauma
  - Academic underperformance/school disconnect

**CITYWIDE/UNIVERSAL NEED**

**CONCENTRATED NEED**

**CHARACTERISTICS OF INCREASED NEED**
<table>
<thead>
<tr>
<th>SERVICE AREA</th>
<th>ALLOCATION</th>
<th>STRATEGY/INITIATIVE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enrichment &amp; Skill Building</td>
<td>$8.9M-$9.8M</td>
<td>Sports &amp; Physical Activity</td>
</tr>
</tbody>
</table>
The Scoring phase is the first phase of DCYF’s RFP decision making process.

**Purpose:**
To score each proposal’s quality & responsiveness to the RFP

**Scoring Phase**

**Purpose:**
To determine proposal fundability by discussing alignment, ability to serve target population, past performance & fiscal health

**Deliberation Phase**

**Purpose:**
To decide which proposals to fund in order to have a balanced portfolio

**Decision Phase**
1. **SCORING PHASE**

- All proposals scored online in RFP System
- Non DCYF staff readers assigned up to 10 proposals each
- Readers score responses to RFP questions and provide funding recommendation
DCYF uses your expertise survey responses and limiting factors to match our RFP Readers to the profiles they will score.
CONFLICTS OF INTEREST

RFP READERS CANNOT BE:

- An employee or board member of any applicant
- Have an immediate relative that is an employee or board member of any applicant
- Communicate with or advise any applicant
- Have any vested interest in the outcome of the RFP process

Readers were asked to identify conflicts upon sign up. Responses will be used to assign proposals.

Readers will be asked again, for each proposal they are assigned, if they have a conflict with the applicant.

Readers must be **truthful** and **forthcoming** to ensure the integrity of our RFP process

RFP readers should review assigned proposals and complete the Conflict of Interest prompt for each by Nov. 10th, 2023 to allow proposals to be reassigned if needed.
SCORING PROPOSALS IN THE RFP SYSTEM

1. Confirm your RFP Reader Account
2. Access the online RFP Reader System
3. Review assigned proposals no later than Nov. 10
4. Select a proposal to score
5. Confirm no conflict of interest
6. Access the full proposal PDF
7. Score proposal
8. Submit scores
ACCESSING THE RFP SYSTEM

1. Confirm your RFP Reader Account
   Access the verification email containing your RFP Reader Account credentials.
   Be sure to check your spam/junk inbox. The account verification email will be sent from donotreply@cityspan.com

2. Log in to the DCYF RFP Reader System at:
   https://www.contracts.dcyf.org/rfp-reader
NAVIGATING THE RFP SYSTEM

• Review assigned proposals in the Proposal Assignments form.

• Agency names are listed in the grey header. Proposals submitted by an agency are nested under the agency name.

• Located to the right of each proposal name, is the DCYF Strategy that a proposal was submitted for.

• To score a proposal, click on the proposal name.
NAVIGATING THE RFP SYSTEM

• After selecting a proposal to score, you will be prompted to indicate whether you have a Conflict of Interest. For support, contact Bonnie Ma at bonnie.ma@dcyf.org.

• Access a copy of the Reader Handbook, DCYF’s full RFP, and the applicant’s complete proposal PDF by clicking on the PDF icons located to the right of the Proposal Scoring form.
**NAVIGATING THE RFP SYSTEM**

- The *Reader Score Summary* tracks points earned for each proposal section.

- Scores and comments are submitted for each of the following 4 sections:
  1. Target Population Need
  2. Program Overview
  3. Program Design and Implementation
  4. Program Impact

- The *Scoring Guidelines* provide definitions for each type of score.

#### Reader Score Summary

<table>
<thead>
<tr>
<th>SECTION</th>
<th># OF QUESTIONS</th>
<th>POINTS EARNED</th>
<th>POSSIBLE POINTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Target Population Need</td>
<td>2</td>
<td>0.0</td>
<td>10</td>
</tr>
<tr>
<td>Program Overview</td>
<td>2</td>
<td>0.0</td>
<td>25</td>
</tr>
<tr>
<td>Program Design and Implementation</td>
<td>6</td>
<td>0.0</td>
<td>55</td>
</tr>
<tr>
<td>Program Impact</td>
<td>2</td>
<td>0.0</td>
<td>10</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>0.0</strong></td>
<td><strong>100.0</strong></td>
</tr>
</tbody>
</table>

#### Scoring Guidelines

- **Very poor**: Answer fails to address question and/or presents no understanding of the question.
- **Poor**: Answer provides minimal demonstration of expertise/capacity in relation to the question and/or presents minimal understanding of the question.
- **Fair**: Answer somewhat demonstrates expertise/capacity in relation to the question; needs work.
- **Good**: Answer provides an adequate demonstration of expertise/capacity in relation to the question.
- **Very Good**: Answer provides a strong demonstration of expertise/capacity in relation to the question.
- **Excellent**: Answer thoroughly addresses question and provides a very strong and comprehensive demonstration of expertise/capacity in relation to the question.
NAVIGATING THE RFP SYSTEM

• After reading each question and response, select a score according to the Scoring Guidelines.

• As you score each response, the system will assign total Points Earned.

• Readers are required to submit comments under each proposal question section.
NAVIGATING THE RFP SYSTEM

- After you provide a funding recommendation, be sure to submit proposal scores and comments by clicking on the Submit icon. Required fields with missing responses will be noted by a red flag.

- Note, proposal scores and comments cannot be edited once submitted.

- Save your work! The RFP Reader System will log you out after 90 minutes of inactivity and all unsaved progress will be lost. Click on the Save icons located on the right of the Proposal Scoring form.
Certain readers will receive a $25 stipend for each proposal they score.

To receive this stipend, you must:

- Be a resident of the United States
- Not be an employee of the City and County of San Francisco
- Inform DCYF of your interest in receiving a stipend
PREPARING FOR PAYMENT

• Eligible readers must file an IRS Form W-9 with DCYF to receive a stipend

• W-9 forms must be signed & submitted electronically using DocuSign

• DCYF will send all eligible readers a W-9 form to complete in DocuSign the week of October 23

• W-9 FORMS ARE DUE FRIDAY DEC 1ST
PROCESSING READER PAYMENTS

Payments will be overseen by the Controller’s Office & select DCYF staff

Only necessary staff will have access to private reader information

Stipend checks will be delivered by U.S. Mail to the address listed on the W-9

We expect payments will be finalized before the end of 2023
**TIMELINE**

- **PROPOSALS SENT TO READERS:** November 6th
- **PROPOSALS SCORES DUE:** December 8th
- **PROPOSALS DUE:** October 20th
- **READERS REVIEW PROPOSALS:** November 10th
- **RFP DECISION MAKING:** January-March 2024
- **AWARDS ANNOUNCED:** March 11th
READING & SCORING
WHAT TO EXPECT WHEN PROPOSALS GO OUT

PROPOSALS SENT TO READERS
Nov 6th, 2023

Via email, RFP Readers will receive:

From DCYF:
- Reader handbook
- RFP document
- Link to webinar
- DCYF contact Info

From RFP System:
- Links to proposals
READING & SCORING DOS

- Read The RFP before scoring to ensure full understanding of the strategy
- Give yourself enough time to score thoughtfully and completely
- Provide comments as required to explain your scores
  
  **Note:** Comments can be requested by the public under Sunshine Laws
- Be as consistent as possible by scoring all proposals using the same criteria
READING & SCORING DON’TS

1. Don’t score the proposal based on its grammar, wording or correctness of spelling.
2. Don’t base your scoring on outside information not included in the proposal.
3. Don’t discuss your scores with other RFP readers or applicants.
CONTACTING DCYF

Bonnie Ma
Assistant to the Director of Program, Planning & Grants

Bonnie.Ma@dcyf.org
(628) 652-7107
Doing things differently starts with this formula:

THANK YOU!