



OFFICE OF LOCAL CHILDREN'S BOARD

HOWARD COUNTY DEPARTMENT OF COMMUNITY RESOURCES AND SERVICES

6751 Columbia Gateway Drive ■ Columbia, Maryland 21046 ■ 410-313-1461 voice/relay

Kimberly Eisenreich, Manager
keisenreich@howardcountymd.gov

FAX 410-313-6540

Howard County Home Visiting Request for Proposals

Overview: The Office of the Local Children's Board in the Department of Community Resources and Services is requesting proposals from eligible entities to provide Home Visiting services to first time mother's in need of additional supports in Howard County. Please note these funds are contingent upon the award through the Local Children's Board from the Maryland State Department of Education.

Grant Uses: Funds can *only* be used to support evidence-based Home Visiting models. Proposals must either focus on Healthy Families or Nurse-Family Partnership as the proposed home visiting model. The funds awarded will only be for FY18 July 1, 2017 through June 30, 2018.

Grant Awards: Funds are contingent upon an award from the Maryland State Department of Education, which is estimated to be in the amount of **\$321,686**. One or more grants may be awarded under this funding opportunity.

Eligible Applicants: Any organization who can demonstrate experience with implementing Home Visiting models in either Howard County or another jurisdiction in the state of Maryland. The organization must also demonstrate current capacity to successfully implement the grant.

Grant Requirements and Deliverables: Grantee is required to submit monthly invoices and quarterly reports to the Office of the Local Children's Board. Quarterly reports must include key data points to monitor program progress and impact as designated by the Maryland Department of Education.

Application Instructions and Timeline: Applications are due by **12:00pm on Wednesday, April 19, 2017** to Kim Eisenreich at kaeisenreich@howardcountymd.gov. Applications should not exceed 10 pages; font should be Times New Roman Size 12. Late applications will not be accepted. Decisions, which are contingent upon funding, will be made the week of April 24th. June 2017 grant agreements executed and July 1, 2017 program implementation begins.

Questions: Questions or technical assistance regarding this opportunity should be submitted in advance via email to kaeisenreich@howardcountymd.org.



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**Howard County Home Visiting Grant
Application FY18**

Applicant Information:

Organization:	Organization Address:
Authorizing Official's Name:	Contact Person:
Authorizing Official's Email Address:	Contact Person's Email Address:
Authorizing Official's Phone Number:	Contact Person's Phone Number:

Application Questions:

1. Organization Description: State the organization's mission and provide a brief organizational history. Include a brief description of the organization's work specifically work that demonstrates the knowledge, expertise and capacity for implementing a home visiting model.
2. Demonstrated Experience and Capacity: Describe the organization's experience implementing a home visiting model in the past whether in Howard County or another jurisdiction in Maryland. Responses should include successes, challenges and lessons learned. This section should also include a clear staffing plan with a description of key staff, their education and experience that demonstrates their qualifications to successfully implement this program.
3. Program Description: Describe the home visiting model your organization would implement in Howard County. Be clear how clients will be identified, screened, assessed and referred to the program. What steps will the organization take to ensure the most vulnerable clients will be identified, prioritized and served in the program. Responses should identify key partners, key services to be provided, minimum and maximum length of time a client can participate and any other key components of the program that will lead to successful implementation and ultimately improved outcomes for the families served.

The Department of Community Resources and Services provides vital human services through its offices of ADA Coordination, Aging and Independence, Children and Families, Community Partnerships, Consumer Protection, Local Children's Board, and Veterans and Military Families.



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4. Alignment with other Early Childhood Services in Howard County: Howard County has been working to create and strengthen its continuum of care from pre-natal to five years old. Describe how you plan to align your home visiting program with this continuum and coordinate with the other services to ensure clients are supported throughout the early childhood continuum.
5. Performance Measures and Accountability: Clearly describe the performance measures that will be used to monitor progress and measure impact. In addition to program outcomes, please describe how the organization will hold itself accountable to successful implementation. Both organizational measures as well as program specific measures should be used.
6. Budget: Provide a detailed budget using the template that has been provided with this RFP announcement. Be clear about any additional funds that will be leveraged outside of this grant to support program implementation. A brief budget narrative should accompany the budget template that includes the process for fiscal oversight and a clear description of how the organization will plan for long-term sustainability of this program.
7. Key Partners: Any successful home visiting program that is coordinated across a continuum of care requires collaboration. Please include up to three letters of support from key partners who will help ensure successful implementation of the home visiting model. Letters of support should clearly describe the role the partner will play in implementation of the home visiting model.