

---

# Local Governance Partner (LGP) Intermediary

*February 19, 2025*



# Agenda

---

## Topic

Opening: Conference Logistics

Welcome & Introduction to OEC

Early Start CT and Local Governance Partners Overview

RFP Overview

Submission Logistics

Evaluation Criteria

Closing: Key Dates & Reminders



# Disclaimer

---

This presentation includes brief descriptions of the RFP specifications and requirements but does not fully elaborate on all required elements. As a result, this presentation does not supersede what is stated in the RFP or its appendices. Proposers are responsible for ensuring that their proposal is complete and accurate according to the information and requirements contained in the full RFP.

OEC will respond to submitted questions in writing after the conference. Proposers are responsible for ensuring that they read the official responses, even if their question was verbally answered during the conference.



# Logistics of RFP Conference

---

*The OEC will post slides on our website and on the state contracting portal after this conference.*

- If you are having any technical issues, you may also email [OEC.RFP.Commissioner2@ct.gov](mailto:OEC.RFP.Commissioner2@ct.gov) with your questions instead.
- Please type all questions into the question box.
- All questions typed in the question box during this conference will be recorded, and **responses to questions will be posted in writing on the OEC's website and the State Contracting Portal after the conference.**



# Welcome!



# Our Work

OEC is a state agency that oversees a network of programs and services that help young children and families thrive. OEC is made up of various divisions and programs which include:



## Early Care and Education (ECE)

Support more than **400** ECE programs serving over **40,000** children



## Care 4 Kids

Provide child care subsidies for lower income families who are working or are in approved education activities



## Home Visiting

Provide parenting and child development support to families of young children and pregnant women



## Birth to Three

Supports families when they have concerns about their children's development.



## Parent Cabinet

Advisory group that partners with OEC to elevate family voice and develop family-centered policies, programs, and practices



## Licensing

License and inspect more than **4,000** child care and youth camp programs to ensure health and safety



## Background Checks

Oversee comprehensive background checks for child care providers



## Quality Improvement

Provide early childhood professionals with supports to improve child care practices



## Agency Administrative Functions

Fiscal, Legal, Communications, Information Technology, Data & Research



## Government & Community Relations

Outreach and engagement with key stakeholders and partners



---

# Early Start CT Overview



Office of Early Childhood

# What is Early Start CT?

---

Early Start CT is the new state funding stream that goes into effect July 1, 2025. It combines the following funding streams:

- School Readiness grants
- Child Day Care Contracts
- State Head Start supplemental grants

Early Start CT was a key recommendation from Gov. Lamont's Blue Ribbon Panel and one step in a broader process of streamlining the early childhood system and increasing collaboration within the system to improve Connecticut's mixed delivery child care system for the children and families it serves.





# Early Start CT Goals

---



**Empower families and amplify parent voice** to better meet the needs of Connecticut children.



**Strengthen system collaboration and a shared vision** to build lasting partnerships between community stakeholders.



**Improve equitable access** to affordable, high-quality care and early childhood services and supports that meet a range of family needs.



**Promote best practices** to enhance provider's ability to support children's learning and development.

# What are Local Governance Partners?

---

**An integral piece of the success of Early Start CT is the institution of Local Governance Partners (LGPs).** The LGPs will ensure that the system is reflective of and responsive to each community's independent need and that all necessary voices have input.

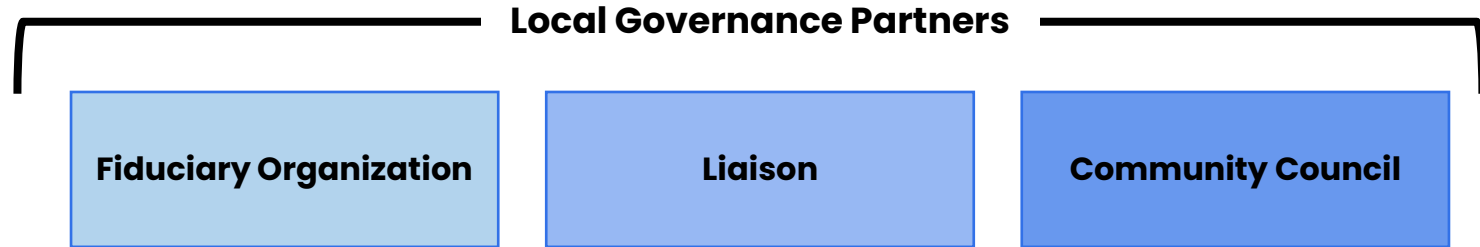
LGPs will serve as Connecticut's state-local partnerships as part of Early Start CT. State-local partnerships refer to the connections, coordination, and communication between families, programs, partners, local communities, and the state's early childhood system.



# LGP Structure

---

This general structure for LGPs outlines the three key pieces that are critical for operations: a fiduciary, a liaison, and a local council



# LGP System Vision (1/2)

<b>LGP System Goals</b>	<b>LGP Intermediary Vision</b>
<b>Empower families and amplify parent voice</b>	<p>Ensuring all LGPs are working towards the OEC's overall system goals (see below) in a way that is aligned with the needs and vision of their community</p> <ul style="list-style-type: none"><li>• Facilitate feedback loops between the state and local level</li><li>• Identify and address system-wide areas of need for effective Parent Ambassador / Parent leader engagement</li></ul>
<b>Strengthen system collaboration and a shared vision</b>	<ul style="list-style-type: none"><li>• Operationalize OEC's system goals and shared vision</li><li>• Provide direction and guidance to LGPs on standardized statewide outcomes for their work, informed in partnership with OEC</li><li>• Dedicate time and create processes for knowledge sharing among LGPs statewide</li><li>• Develop protocols to ensure effective coordination and communication</li><li>• Support LGPs in building relationships with local community</li></ul>



# LGP System Vision (2/2)

## LGP Intermediary Vision

### LGP System Goals

Ensuring all LGPs are working towards the OEC's overall system goals (see below) in a way that is aligned with the needs and vision of their community

### Improve equitable access

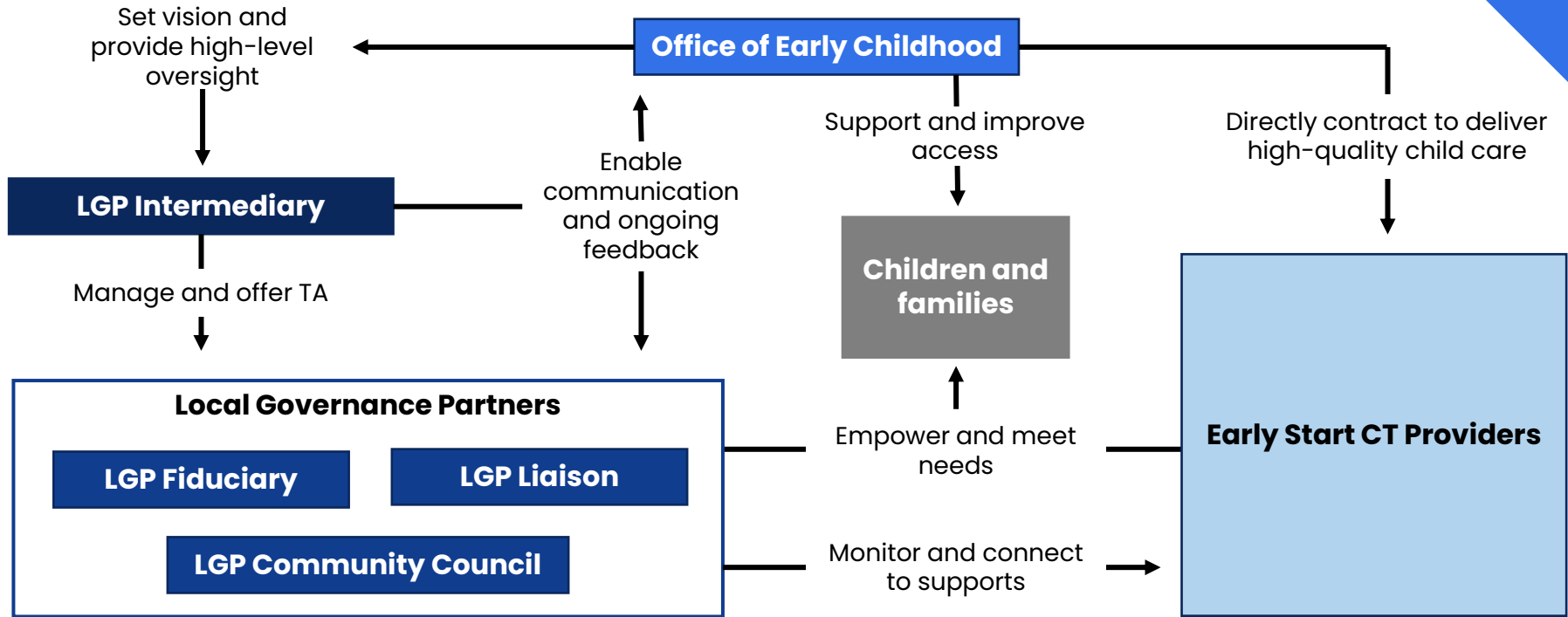
- Support LGPs in conducting a data-driven community needs assessment and development of a community plan, and apply learning to local LGP implementation

### Promote best practices

- Communicate standardized expectations of LGPs that allow for local flexibility in practice
- Communicate OEC General Policies (GPs) for local implementation
- Train LGPs on NAEYC and NAFCC accreditation standards
- Identify training needs and offer resources for LGPs to better respond to community needs
- Coordinate and host training sessions for statewide audience when appropriate



# LGP System Delivery Model



---

# RFP Overview



# Background & Goals

---



The Office of Early Childhood (OEC) seeks a partner to act as the Local Governance Partner Intermediary. The Local Governance Partner Intermediary (“Intermediary”) will directly contract with and manage an initial group of 50–70 newly established Local Governance Partners (LGPs) under Early Start CT.

The OEC is committed to supporting a system of state–local partnerships through LGPs, established as part of Early Start CT, that enable the connection, coordination, and communication between families, programs, partners, local communities, and the state’s early childhood system. **The Intermediary will serve as the crucial link between the state and the local, managing and supporting LGPs to deliver services in line with OEC’s vision for the state’s early childhood system.**

*RFP Pages 4–10*





# Scope of Service Overview

---

The contractor ultimately selected for the Local Governance Partner (LGP) Intermediary role will need to be adaptable, innovative, capable of coordinating with multiple stakeholders, fiscally responsible, and strategically aligned with OEC's vision for success. The Intermediary will need to be willing to continually adjust its programming and process as the LGP system evolves over the course of this two-year contract. **Please note that the contractor ultimately selected for the LGP Intermediary would be unable to serve as a community's LGP this contract cycle. This decision may be revised in future contracts.**

As the LGP system continues to develop and evolve, the OEC anticipates that the Intermediary will continually adapt its supportive activities to meet the needs of LGPs.



# Scope of Service Overview (Cont'd)

---

The Intermediary will not be expected to provide all core services immediately upon execution. The OEC expects responsibilities to be taken on through a phased approach, building towards a cumulative set of responsibilities to ensure a smooth transition to the LGP system.

## Core Services

Year 1 of contract period:

- Contract Execution and Oversight of LGPs
- Communication Management
- Onboarding and Training of LGPs

Year 2 of contract period:

- Community Needs Assessment Support
- Strategic Planning and Program Development

\*See RFP for additional details.

*RFP Pages 14-15*



# Financial & Budget Expectations

## Total Funding Available

Up to **\$17,200,000.00** is available through this RFP. The estimated minimum allocations of funding available for awards in each path are at least:

- State Fiscal Year 2026: \$8,600,000.00; 07/01/2025 - 06/30/2026
- State Fiscal Year 2027: \$8,600,000.00; 07/01/2026 - 06/30/2027

**88.3% of this funding will be subcontracted to individual LGPs.** The Intermediary will receive \$1,000,000 per year and \$7,600,000 will go to LGPs per year.

## Number of Contracts

1

## Contract Term

July 1, 2025 – June 30, 2027

## Funding Source

State of Connecticut funds



# Contract Management

---

OEC's focus for contract management is outcomes-oriented.

OEC will work with the awarded applicants to set expectations for what contract management will look like. At minimum, this will include:

- Frequent, regular meetings between OEC and the Local Governance Partner (LGP) Intermediary focused on project planning; assessing strategy and progress towards system goals; and
- Timely submission of progress updates and fiscal reports; and
- Open lines of communication to proactively address challenges and course correct.



---

# RFP Logistics

*What You Need to Know to Submit a Proposal*



# Where to Find/Submit Information

---

- Information and all documentation are available in electronic format on the State Contracting Portal
  - Go to <https://portal.ct.gov/DAS/CTSource/BidBoard>
  - Note: Register at the state portal and subscribe to this RFP; you will receive email updates when new documents are added
- Also available on the OEC's website at: <https://www.ctoec.org/local-governance-partner-intermediary-rfp/>
- All questions/communications, LOIs, and the final proposal should be emailed to [OEC.RFP.Commissioner2@ct.gov](mailto:OEC.RFP.Commissioner2@ct.gov)



# Submission & Formatting Requirements

- Cover Sheet (Page 1)
- Table of Contents
- Executive Summary
- Required Attachments
- 25-page limit for main body of the proposal
- 8.5 x 11 page size
- 12-point, Times New Roman font
- Normal margins
- 1.5 line spacing

RFP Pages 19–20, 36–37

**We are not judging how visually “beautiful” your proposal is, but a readable document that is simple to navigate makes it easier for us to focus on the substance of your proposal!**

## Reminders:

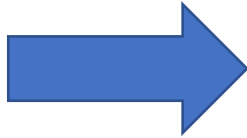
- Include page numbers and label each attachment
- Make sure any scanned attachment is legible
- Budgets should be submitted in their original spreadsheet format provided by OEC
- Before you submit your proposal, ask yourself:
  - *If I was reading through this proposal, would it be easy for me to find the information I’m looking for?*
  - *Do I have to strain my eyes or rotate the document multiple times before I can read the content?*



# Proposal Checklist

---

This is a tool to help you put together your proposal.



## Proposal Content Checklist

- Cover Sheet including required information:
  - RFP Name or Number
  - Legal Name
  - Federal Employer Identification Number (FEIN)
  - Street Address
  - Town/City/State/Zip
  - Contact Person
  - Title
  - Phone Number
  - E-Mail Address
  - Authorized Official Title
  - Signature
- Table of Contents
- Executive Summary: high-level summary of proposal and cost, one-page maximum

RFP Pages 36-37





---

# Evaluation Criteria

*How We'll be Scoring Proposals*



# Evaluation Criteria

<b>Evaluation Criterion Title</b>	<b>Weight</b>
<b>Organizational Strengths</b>	<b>20%</b>
<b>Core Services</b>	<b>40%</b>
<b>IT, Data, Performance Management</b>	<b>20%</b>
<b>Financial Profile and Administration</b>	<b>10%</b>
<b>Budget and Staffing Plan</b>	<b>10%</b>

*RFP Pages 21-23*



---

# Key Dates and Reminders



# Timelines



## For RFP Submission:

**February 28, 2025**

5:00 p.m. ET

*Letters of Intent Due  
(Optional)*

**March 14, 2025**

5:00 p.m. ET

*Deadline for questions*

**March 19, 2025**

5:00 p.m. ET

***Proposals due***

## For RFP Questions:

The OEC will collect and respond to questions weekly.

**Deadline for Questions**

Friday, February 14, 5:00 PM ET  
Friday, February 21, 5:00 PM ET  
Friday, February 28, 5:00 PM ET  
Friday, March 7, 5:00 PM ET  
Friday March 14, 5:00 PM ET

**Answers to questions will be posted**

Wednesday, February 19  
Tuesday, February 25  
Tuesday, March 4  
Tuesday March 11  
Tuesday March 18



# Contact Information

---

## **Official Contact**

**Paula S. DeMarco**

Office of Early Childhood

E-mail: [OEC.RFP.Commissioner2@ct.gov](mailto:OEC.RFP.Commissioner2@ct.gov)

Telephone: (860) 500 – 4412

Mail: 450 Columbus Boulevard  
Hartford, Connecticut 06103

## **RFP Information**

State Contracting Portal:

<https://portal.ct.gov/DAS/CTSource/BidBoard>

Office of Early Childhood Website:

<https://www.ctoec.org/local-governance-partner-intermediary-rfp/>



---

**THANK  
YOU!**



Office of Early Childhood