Language and Literacy Coaching
Request for Proposal (“RFP”)
For Services from approximately March 15, 2024–September 30, 2025

Valley of the Sun United Way (“VSUW”), on behalf of the West Valley Early Childhood Education Consortium, is seeking a vendor(s) to provide training in language and literacy.

VSUW envisions a community where every child, family and individual is healthy, has a safe place to live, and has every opportunity to succeed in school, in life and in work. As VSUW works with the community as well as corporate and nonprofit partners to implement MC2026, its five-year plan for Mighty Change, VSUW will put all of its efforts toward reaching bold goals for Maricopa County in Health, Housing and Homelessness, Education, and Workforce Development.

Along with others, VSUW seeks to:

- Close opportunity gaps to ensure children read at grade level by 3rd grade and youth are prepared for educational success and employment.
- Remove barriers to ensure everyone in the community is healthy, with a focus on access to food and health care.
- Ensure all can have a safe home to call their own.
- Open pathways to better paying jobs.

This RFP represents an open and competitive process. Proposals must be submitted electronically to atanori@vsuw.org no later than 11:59 PM (Arizona time) on March 8, 2024. Any proposals received after this date and time may not be considered.

A selection decision will be made by March 15, 2024 and notification of selection/non-selection will be sent after that date. Contract terms and conditions will be determined upon selection of a proposal. All contractual terms and conditions will be subject to review and final approval by VSUW and will include scope, budget, schedule, and other necessary items. Submission of a proposal neither guarantees a contract nor guarantees that VSUW will retain your services.
SERVICES REQUESTED

Through this RFP, VSUW is seeking a vendor(s) that can provide the following:

- Training in language and literacy
- In-person coaching at multiple sites
- Administrative training

Specifically, VSUW is seeking a vendor(s) to provide a bid for trainings and/or coaching that include the following:

- Phonology
- Basic and advanced phonics
- Vocabulary
- Language and reading comprehension
- Writing
- Oral language
- Applies best strategies to practice
- Administrative training
- Classroom educator coaching
- Lesson planning to include developmentally appropriate literacy skills
- Building a literacy rich environment

Proposals also should include background information about your organization, and what qualifications you/your organization have in this industry. The budget submitted must be broken down by the types of training(s) and/or coaching and unit cost. Proposals should be no more than four pages in length.

Please provide, in your proposal, all fee/cost information for the above-mentioned services. Please recognize that VSUW is a 501(c) (3) organization and is not tax exempt when providing fee/cost information.

At a minimum, VSUW must select a vendor(s) that complies with 2 CFR 200.327; additional contractual terms to this effect will be included in the awarded contract. Vendors also:

- Must have background in early childhood development
- Must have coaches who have completed training on the Science of Reading
- Must have coaches who are willing to travel
- Must have coaches that have current fingerprint clearance
- Should have coaches who have completed LETRS training; preference will be given to those that have completed LETRS training
SCORING RUBRIC

VSUW will evaluate submitted proposals based on the following Scoring Rubric. Scoring Rubrics are proprietary and confidential to VSUW and will not be shared or disseminated.

<table>
<thead>
<tr>
<th>Scoring Rubric</th>
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<tbody>
<tr>
<td>Course and training content</td>
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<tr>
<td>Anchored to the Science of Reading and expertise in early childhood development and LETRS trained</td>
<td>40</td>
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<tr>
<td>Delivery model and method for progress monitoring</td>
<td>25</td>
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<td>Budget</td>
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<tr>
<td><strong>Total</strong></td>
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For questions, please contact Anna Tanori at atanori@vsuw.org.