

Agenda Item #3: Needs and Assets

Background: The FTF statute, which governs the frequency of the Needs and Assets Report, requires a report to be submitted to the board every two years. A.R.S. 8-1161(c) reads:

Each regional partnership council shall submit a report detailing assets, coordination opportunities and unmet needs to the board biannually. The regional partnership council's needs and assets assessment shall be forwarded to the board for final approval no later than September 1, of each even-numbered year, beginning in 2008.

It is time to select a vendor to complete the Central Phoenix Regional Needs and Assets Report. The vendor must be determined no later than March 31, 2013. For the last report, MGT was the vendor utilized.

Discussion: In order to meet the statutory timelines for board action, the Needs and Assets timeline is roughly the following:

March 2013 FTF Council and staff review and selection of consultant:

July 1, 2013 Award contracts

July 1, 2013 – June 30, 2014

- Consultant utilizes FTF Regional Profiles
- Consultant collects, cleans, and analyzes existing data identified in scope of work
- Consultant creates protocols for qualitative data collection identified in scope of work
- Consultant collects and analyzes newly collected data
- Consultant writes draft.
- **Director/Council representative reviews draft.**
- Council reviews and comments on first draft.
- Changes to draft are made by the consultant.
- This process (re-drafting/comment/review) may repeat itself several times

July 2014

- Council reviews and comments on final draft
- Consultant makes changes and produces final report.
- Report sent out-of-house for formatting.

August 2014

- Council formally approves report.
- Formatting, printing is finalized.

SEPTEMBER 1, 2014 **REPORTS DUE to the First Things First State Board**

Action: The Council will select a Needs and Assets Vendor for the 2014 report. Below are the options for vendors for the North Phoenix Region.

Below is the list of potential vendors for the Central Phoenix Region.

Note: MGT, the contracted vendor used previously, did not appear on the approved vendor list.

Central Phoenix Potential Vendors	
ALTA Consulting	16,900\$ maximum per report at 130\$ per hour.
Applied Survey Research	17,000\$ maximum per report at 100\$ per hour.
Communities in Schools of Arizona	16,800\$ maximum per report at 105\$ per hour.
U of A Norton School	17,000\$ maximum per report at 85\$ per hour.
Wholonomy Consulting	16,995\$ maximum per report at 103\$ per hour.

Staff considerations: Contracting services for the 2014 with Applied Survey Research.

Applied Survey Research (ASR) was the contracted vendor for the North and South Phoenix Regional Partnership Councils for the 2010 Regional Needs and Assets Survey. Considering the efforts to collect data that informs across regions and use data that supports systems building efforts, utilizing a common vendor would provide multiple benefits. ASR has laid groundwork with data collection for both regions and much of that data remains the same. ASR is prepared to expand on the data available and organize the data in a way that provides more context and understanding for councils. For example, data shows that 40% of women in the Central Phoenix region who gave birth have less than high school diploma or GED. By acknowledging the assets that currently exist could be helpful to the council when considering the depth of the need and how to address through funding. Another possibility could be doing cross tabs of needs with risk factors. Similar to the thematic maps produced in the HIA, data could be cross tabulated to paint a clearer picture of the region. Additionally, much of the data used to for the North and South Phoenix regions, includes data encompasses the city of Phoenix and sometimes, Maricopa County. In discussion with ASR, there could be an additional summary of the Phoenix area, adding regional highlights of the North and South Phoenix regions. This supplemental information could be helpful to the council in understanding the needs and assets that exist across the Phoenix area.

Notes: