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AGENDA ITEM: 2014 Cochise Regional Needs and Assets Report
Summarized Scope of Work, Timeline and Vendor Profiles

BACKGROUND: The Regional Partnership Councils have a variety of responsibilities under the law, of which one is to submit a biannual report detailing assets, coordination opportunities and unmet needs to the State FTF Board. This Needs and Assets Report is developed by a regionally selected vendor. These vendors are awarded contracts and will be working directly with the Regional and Evaluation Divisions staff. Monthly progress reports will be provided to the Regional staff and shared with the Regional Council as directed by the Chair.

The below document provides the Regional Council with a summarized scope of work, 2013-2014 timeline and proposed vendor profiles.

RECOMMENDATION: The Regional Director presents this report for Council discussion and possible action to approve the 2014 Needs and Assets vendor for Cochise. After careful deliberation Regional Staff recommends contracting with Donelson Consulting.

2014 Cochise Regional Needs and Assets Report Summarized Scope of Work, Timeline and Vendor Profiles



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Summarized Scope of Work

Each FTF regional needs and assets report should provide a snapshot of the demographic characteristics of the region's young children ages zero through five and their families; the early care, development and health systems, services, and other assets available to children and families; and the areas in which the region has unmet needs for early childhood development and health systems and service for these children and families (see attached "FTF Regional Needs and Assets Template"). In order to successfully produce this snapshot, it may be necessary to speak with the Regional Partnership Council members, other key informants from the region, and members of the target community (young children and their families) to gain a complete understanding of the distinctive character, strengths, and needs of the region.

Each regional report should focus on the unique qualities of the region and its young children and their families as well as reporting the common attributes of the population. By collecting and reporting on data from a vast array of national, state, and local resources, the report should include information about the current status of, strengths in, and service gaps in the six goal areas:

- Quality and Access to Early Care and Education
- Health
- Professional Development of Early Care Teachers and Workers
- Family Support
- Communication
- Coordination

The report should describe the characteristics of the population of young children and their families in the region, identify the nature and extent of regional assets that support young children and their families, identify and specify what the region needs to successfully support young children and their families, discuss what resources may be needed to address the needs, and provide data that will serve as a baseline for the evaluation of later progress.

Summary

The deliverable for each region is a Regional Needs and Assets Report providing a snapshot of the characteristics of the region's young children under six and their families; the assets available to children and families; and the unmet needs of these children and families (see attached "FTF Regional Needs and Assets Template").

Data collected and reported in the Regional Needs and Assets reports must only be in content areas within the scope of FTF. Work accomplished to create the FTF Regional Needs and Assets reports must remain within the defined scope of work. For example, while each report should discuss and analyze changes over time in FTF indicators and goal areas, it is not a longitudinal study. While each Regional Needs and Assets Report should present and discuss 'out of region' resources and services accessed by regional children and their families, it is not a comparative or quasi-experimental study. Whereas each report should describe regional needs, regional assets, and strategies that are in progress, it is not be a program evaluation.

Each report should paint a picture of the current circumstances, strengths, needs, strategies that are underway and proposed areas for improvement or change in the region that usefully informs the Regional Partnership Council's prioritization, planning, and funding activities.

Timeline for the 2014 Regional Needs and Assets Report

February 2013 – September 2014

February – June 2013	Regional Councils will Review and Select a Regional Vendors
July 2013	First Things First will Award Regional Vendor Contracts
July 2013 – June 2014	Selected Vendor will Conduct Work <ul style="list-style-type: none">• All appropriate tribal or other permissions for data collection are obtained. FTF recommends permissions are obtained no later than November 30, 2013• 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 reviews draft• Council reviews and comments on first draft• Changes to draft are made by the consultant
July 2014	Regional Councils Reviews and Comment on Final Draft <ul style="list-style-type: none">• Consultant makes changes and produces final report.• Report sent out-of-house for formatting.
August 2014	Regional Councils Formally Approves the Needs and Asset Reports <ul style="list-style-type: none">• Formatting, printing is finalized
September 2014	Reports due to First Things First Evaluation
Fall 2014	State Board Approves Regional Needs and Assets Reports

Vendor Profiles for the 2014 Cochise Regional Needs and Assets Report

Donelson Consulting

Proposal is for the following Region: Cochise
 Not to Exceed Hourly Rate: \$100
 Proposed Cost for Each Region: \$17,000
 Contact Information: Angela Donelson

Note: This proposal is for 5 regional reports including: Central Pima, North Pima, South Pima, Santa Cruz, and Cochise.

LeCroy & Milligan Associates, Inc.

Proposal is for the following Region: Cochise
 Not to Exceed Hourly Rate: \$100
 Proposed Cost for Each Region: \$16,500
 Contact Information: Kerry B. Milligan, President

Note: This proposal is for 7 regional reports including: Central Pima, North Pima, South Pima, Graham/Greenlee, Pinal, Yavapai and Cochise. The applicant is also willing to consider completing reports for other regions, particularly all of the Maricopa regional partnerships.

Alta Consulting

Proposal is for the following Region: Cochise
 Not to Exceed Hourly Rate: \$130 /hour
 Proposed Cost for Each Region: \$16,900
 Contact information: Allison Titcomb

Note: This proposal is for all regions

Wholonomy Consulting

Proposal is for the following Region: Cochise
 Not to Exceed Hourly Rate: \$103 per hour
 Proposed Cost for Each Region: \$16,995
 Contact information: Cassandra O'Neill & Sarah Griffiths

Note: Will complete reports for 8 regions maximum. If more than 8 Councils are interested, slots will be allocated on the basis of first-come-first serve and overall fit between Wholonomy and Councils.

Applied Survey Research

Proposal is for the following Region: Cochise
 Not to Exceed Hourly Rate: \$100.00
 Proposed Cost for Each Region: \$17,000
 Contact Information: Abigail Stevens

Note: This proposal is for 31 regional reports including: Cochise, Gila, Graham/Greenlee, Pinal, San Carlos Apache, Central Maricopa, Northeast Maricopa, Northwest Maricopa, Salt River Pima Maricopa Indian Community, Southeast Maricopa, Southwest Maricopa, Coconino, Navajo Nation, Navajo/Apache, White Mountain Apache, Central Phoenix, Gila River Indian Community, North Phoenix, South Phoenix, Yavapai, Central Pima, North Pima, Pascua Yaqui Tribe, Santa Cruz, South Pima, Tohono O'odham Nation, Cocopah Tribe, Colorado River Indian Tribes, Hualapai Indian Tribe, La Paz/Mohave, Yuma.

UA – Norton School

Proposal is for the following Region: Cochise
 Not to Exceed Hourly Rate: \$85.00
 Proposed Cost for Each Region: \$17,000
 Contact Information: Michele Walsh

Note: this vendor will be working through an ISA agreement rather than the FTF Needs and Assets vendor list. This proposal is for 31 regional reports including: Cochise, Gila, Graham/Greenlee, Pinal, San Carlos Apache, Central Maricopa, Northeast Maricopa, Northwest Maricopa, Salt River Pima Maricopa Indian Community, Southeast Maricopa, Southwest Maricopa, Coconino, Navajo Nation, Navajo/Apache, White Mountain Apache, Central Phoenix, Gila River Indian Community, North Phoenix, South Phoenix, Yavapai, Central Pima, North Pima, Pascua Yaqui Tribe, Santa Cruz, South Pima, Tohono O'odham Nation, Cocopah Tribe, Colorado River Indian Tribes, Hualapai Indian Tribe, La Paz/Mohave, Yuma.