

## *Strategies for Success:*

### **Involve CBOs from the Start (For SEAs)**

#### **21st CCLC Request for Proposals (RFP) vary from state to state.**

In developing the RFPs, however, there are some general ideas that can make RFPs more CBO friendly. Here are a few examples.

**When developing the RFP**, use a steering committee that is a cross-section of stakeholders.

**Ask as many community-based organizations as you can about how to contact others.** Work hard at including those organizations whose voices might not normally be included – especially those that best represent those populations in most need of the 21st CCLC grants.

**Send the sample request for proposal out to the CBOs and schools** to get feedback and/or hold regional feedback sessions with a broad cross-section of groups.

**Listen to people's recommendations** and change the RFP accordingly.

**Have school-based, faith-based, community-based organizations, and parents review the proposal** and have input into the proposals selected.

**Encourage and demand documentation of true partnerships** and not just letters of support.

**Within the RFP, recommend schools and CBOs contract with an external evaluator.** This is a good strategy to help them develop outcomes and appropriate evaluation tools.

**Encourage proposals to include specific strategies** about how they intend to make this experience enriching by using different approaches than the regular school day.

**Incorporate a Memorandum of Understanding into the RFP as a requirement.** This encourages partners to be concrete about the roles and responsibilities and reduce confusion in the end.

**In addition to the application, offer specific pointers on how to complete the RFP.** Provide a tip sheet for each section. Hold regional meetings and provide teleconferencing opportunities to answer questions.

**Include the rating points for each section** and be clear about the priorities.