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## **Solano Vision & Impact Cohort Program Nonprofit Capacity Building For Solano County Nonprofits**

### **REQUEST FOR APPLICATIONS (RFA) 2019-03**

**DUE DATE: Wednesday, July 24, 2019, 5pm**

**Overview:** First 5 Solano, in partnership with Solano County Health & Social Services, invites Solano nonprofit leadership to apply for sponsorship to attend the Solano Vision & Impact Cohort Program to be held from September 2019 to January 2020. The course is funded through a partnership between First 5 Solano Children and Families Commission and Solano County Health & Social Services.

The Solano Vision & Impact Cohort Program is being presented by Learning For Action (LFA). LFA is a leading Bay Area evaluation and learning firm that has specific experience in taking a cohort through a learning process to strengthen the infrastructure of each agency and the community as a whole.

This program is being offered in Fairfield and can accommodate up to 24 Solano County nonprofit leaders (8 selected agencies, with up to 2 staff and 1 board member per agency). Sponsorship includes coverage of the \$10,000 registration fee for each agency. The time required to attend the program, as well as the work required before the program, between course sessions, and following the program is the responsibility of the attendees from each nonprofit agency.

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**Course Summary:** The Solano Vision & Impact Cohort Program is a hands-on capacity building program for county nonprofits that uses a combination of individualized coaching and peer-to-peer learning to expand and accelerate participating organizations' efforts to refine their **strategic plan and theory of change**. This is an intensive 6-month program that will provide participants with a collaborative learning environment, tailored coaching, tools and techniques to clarify their organization's vision and impact and create a culture of learning within their organizations.

Participating organizations will achieve the following outcomes: 1) increased knowledge of and facility with the building blocks of visioning and strategic planning; 2) strengthened program models and research-grounded theories of change (TOC); 3) improved organizational direction and mission; and 4) stronger culture of learning.

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**Optional Information Session:** There will be an Information Session held on:

**Monday, July 1, 2019 1:00-2:00PM**  
**601 Texas St, Conference Room B, Fairfield, CA**

The Information Session will provide an overview of the RFA and provide potential applicants the opportunity to ask questions related to the RFA. Participation in the Information Session is not required.

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**Course Details:** The course will be held in Fairfield, CA from 9am-3pm on three days in the fall of 2019, into early 2020:

- September 18, 2019
- November 5, 2019
- January 22, 2020

January 22, 2020 will also include a graduation ceremony from 3-5pm.

A course syllabus is attached (Attachment B).

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**Eligible Applicants:** Participation is open to nonprofits that contract with either First 5 Solano or Solano County Health and Social Services.

A nonprofit agency may apply for up to 3 people to attend, one from each of the following categories:

- 1 staff person (mandatory): Executive Director or Key Agency Leader
- 1 staff person (optional): second Key Agency Leader
- 1 Board Member (mandatory)

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**Requirements:** Course participants are required to attend all three dates, complete coursework prior to and between classes, engage in learning session conversations, and provide an update to First 5 Solano 6-months following completion of the course.

Participating nonprofit agencies will be required to complete a sponsorship agreement with First 5 Solano (Attachment C). This agreement ensures commitment of the course participant to fully engage in the course and follow up with First 5 Solano six months following completion of the course to document outcomes related to the course.

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To apply for course sponsorship: **Complete the attached Application Form (Attachment A) and submit to:**

**Hardcopy: First 5 Solano**  
**Attn: Lorraine Fernandez RFA 2019-03**  
**601 Texas St, Ste 210**  
**Fairfield CA 94533**

**Or**

**Electronic: [cfcsolano@solanocounty.com](mailto:cfcsolano@solanocounty.com) Subject: RFA 2019-03**

**Applications must be received by 5pm, Wednesday, July 24, 2019.** Late applications or incomplete applications will not be accepted. Only information on the Application Form in response to questions asked will be considered.

Complete applications will be considered by a review panel. Applicants will be selected for participation in following order:

1. Top 4 ranked Applicants who have contracts with First 5 Solano
2. Top 4 ranked Applicants who have contracts with Solano Health & Social Services

Note: Applicants who have contracts with both First 5 Solano and H&SS will be considered under their contract with First 5 Solano.

Participants will be notified via email no later than Friday, August 16, 2019.

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**Application Scoring Criteria:** Applications will be scored based upon the following criteria:

	<b>Criteria</b>	<b>Points</b>
Question 1	Applicant clearly demonstrates leadership and staff capacity to engage in the initiative.	0-15
Question 2	Applicant demonstrates understanding of organizational change and change management. Applicant demonstrates organization's commitment to implementing new strategies.	0-15
Question 3	Applicant is able to articulate strengths and areas of improvement. Applicant is able to identify current barriers to success.	0-15
Question 4	Applicant clearly expresses desire to participate.	0-15
	<b>Total available points</b>	<b>0-60</b>

The scoring of the Applications by the review panel is final and may not be appealed.