

Memorandum



CITY OF DALLAS

DATE September 10, 2021

TO Honorable Chair and Members of the Workforce, Education and Equity Committee

SUBJECT **Upcoming Office of Community Care and Office of Procurement Services
Agenda Items – September 22, 2021**

This memo serves as an overview of multiple agenda items related to the Office of Community Care (OCC) and Office of Procurement Services that will be considered by City Council on the September 22, 2021 Agenda. This memo provides a summary of the items and related programs focused on Early Childhood and Out of School Time, Drivers of Poverty, and Re-Entry Services.

CHILD CARE SERVICES – EARLY CHILDHOOD AND OUT OF SCHOOL TIME PROGRAMS

The following Office of Office of Community Care item will be considered by the City Council on the September 22, 2021 Agenda:

Item Number 21-1597: Authorize **(1)** contracts with fully-licensed childcare providers (**Exhibit A**), and with any other fully-licensed childcare providers, pursuant to the Early Childhood and Out-of-School Time Services Program (the “ECOSTS Program”), selected by eligible parents who meet the requirements of the program, **(2)** approve program statement for the ECOSTS Provider Assistance Program (**Attachment A**), to provide financial support to City of Dallas Early Childhood and Out of School Time Services Providers who have been adversely impacted by the COVID-19 pandemic, and **(3)** execute all documents and agreements necessary to implement the ECOSTS Provider Assistance Program for the period of October 1, 2021 through September 30, 2022 - Not to exceed \$625,000.00 - Financing: 2021-22 Community Development Block Grant Fund - \$550,000.00 and 2020 CARES Act Relief CDBG #3 - \$75,000.00

Background

The Early Childhood and Out-of-School Time Services (ECOSTS) Program, administered by the Office of Community Care in accordance with the City of Dallas’ ECOSTS Program Policies and Procedures for Parents, promotes stability for low-income working parents and teen parents who are full-time high school students by reducing the cost of childcare to enable them to strive for self-sufficiency. Approximately 268 children will be served for a one-year period. The program is funded through Community Development Block Grant funding. There are multiple components to the ECOST Program, including the 1) Subsidy Program, 2) Provider Assistance Program, and 3) Special Populations.

ECOST Subsidy Program (\$550,000.00)

The ECOSTS Program pays a subsidy amount (see amount below) per week per child directly to contracted childcare providers for childcare services for low-income working

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parents based on CDBG criteria. The amounts below are informed by the market rates for childcare services within the State of Texas, according to the Texas Workforce Commission.

ECOST Subsidy Amounts

1. Infants (0-17 months) - \$150.00
2. Toddlers (18-35 months) - \$125.00
3. Pre-Schoolers (36-71 months) - \$100.00
4. School-Age Children (72 months – 12 years old) - \$75.00

The following chart illustrates the income range which is 30-80% of Area Median Income (AMI). As of April 1, 2021

<u>Family Size</u>	<u>Extremely Low</u> (30%)	<u>Low Income</u> (50%)	<u>Moderate Income</u> (80%)
1	\$18,700.00	\$31,150.00	\$49,850.00
2	\$21,400.00	\$35,600.00	\$57,000.00
3	\$24,050.00	\$40,050.00	\$64,100.00
4	\$26,700.00	\$44,500.00	\$71,200.00
5	\$31,040.00	\$48,100.00	\$76,900.00
6	\$35,580.00	\$51,650.00	\$82,600.00
7	\$40,120.00	\$55,200.00	\$88,300.00
8	\$44,600.00	\$58,750.00	\$94,000.00

The ECOSTS Program pays 100% of the cost for childcare for teen parents who are enrolled in high school full time.

ECOSTS Provider Assistance Program (\$75,000.00)

This program will specifically support Providers involved in the City’s ECOSTS program, to provide funding for costs incurred due to the pandemic and pandemic response activities as well as to offset the financial impacts.

The program will provide support to providers that participate in the City’s ECOSTS Child Care subsidy program and Providers who have contracted with the City to provide childcare services for targeted populations through the City’s Community Development Block Grant funds, including CV-COVID-19 funding and Consolidated Plan appropriations. Support will be provided in accordance with the attached Program Statement (Attachment A).

Providers may request assistance when under the following conditions, with assistance provided based on availability. Two types of assistance are available.

- Type 1: Providers may request assistance to cover direct costs incurred for cleaning, personal protective equipment, furniture and protective barriers, or

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other items needed to support a safe environment and support social distancing in an amount of up to \$5,000 per year

- Provider may request assistance during the 2020 calendar year, dating to March 2020, and additional assistance during the 2021 calendar year
- Providers must be current ECOSTS subsidy program vendors at the time of their request, defined as providing service to one or more ECOSTS child and receiving payment for that child by the City in accordance with ECOSTS protocols
- Provider must provide a written statement outlining why the cost was necessary and responsive to the COVID-19 pandemic
- Providers may request this form only for expenses incurred during the time period in which they were participating in the ECOSTS program
- Provider must provide documentation of incurred costs, including receipts and/or invoices as well as general ledger and/or cashed checks
- Type 2: Providers may request assistance one time during the 2021 calendar year for a small grant to support staffing costs. Requests will be accepted via an application process administered by the City and awards will be provided based upon available funding in an amount of up to \$5,000 per facility. This funding can be used to support any costs related to staffing, such as salaries and benefits, temporary staffing to increase capacity or offset staffing losses, hazard pay, or other staffing needs. The program expects to serve 15 Childcare Providers.

Child Care Services for Special Populations (\$100,000.00)

Another component of the ECOST program, not included within the agenda item highlighted in this memo, is the childcare services for special populations. The City administers contracts with providers that provide services to children with special needs, that are experiencing homelessness and/or impacted by HIV/AIDS, in alignment with CDBG priorities. The City has agreements with two providers for these services.

Vogel Alcove, through their Early Education & Child Development Program, serves the homeless population in Dallas by providing free childcare for up to 135 young children daily, ages six weeks to five years old, living with their parents in local shelters. Each weekday, in a warm, nurturing environment, Vogel Alcove welcomes families without regard to race, ethnicity or religion. Licensed by the State of Texas and accredited by the National Association of Education for Young Children, Vogel Alcove operates year-round with 13 classrooms, a kitchen for daily meal preparation, a children's library, an outdoor all-natural playground, gymnasium (for preschool children), and an indoor infant/toddler multipurpose area. Services include:

- Early childhood education using developmentally appropriate, research-based curriculum and assessment tools
- Qualified teaching staff
- Low staff-to-child ratio
- Screening to detect developmental delays or disorders

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- Onsite speech, occupational, and physical therapy for children diagnosed with delays
- Enrichment classes and community field trips.

Open Arms, Inc. dba Bryan's House through their Early Childhood Education (ECE) program (a year-round program) provides children ages 0-5 with special needs, and their siblings, the experience of an active learning environment tailored to accommodate individual needs and educational goals.

As an important extension of direct care services, Bryan's House provides respite care from 9:00 a.m. – 3:00 p.m. (10 Saturdays throughout the year), school-break care for ages 6-13, and an 11-week summer program. As a result of the COVID-19 Pandemic, Bryan's House is not currently providing respite care. As of April 2021, they have resumed providing school break and summer programming.

The childcare program removes a barrier to financial stability by giving parents the opportunity to maintain full-time employment without leaving work 3-5 times per week to take their child to vital therapies. Bryan's House has an onsite registered nurse to ensure that children receive necessary medications, wellness assistance, and treatments throughout the day. Children can also receive occupational, physical, and speech therapies on-site.

Both programs also include a robust family support program with access to basic needs services, benefits, health care resources, and other critical services.

DRIVERS OF POVERTY PROGRAMS

The following Office of Procurement Services item will be considered by the City Council on the September 22, 2021 Agenda:

Item Number #21-1727: Authorize a one-year service contract for Drivers of Poverty programs for the Office of Community Care – International Rescue Committee in the amount of \$227,426, Dallas Leadership Foundation in the amount of \$449,787, Harmony Community Development Corporation in the amount of \$225,000, CitySquare in the amount of \$375,587, and After-School All-Stars in the amount of \$155,00, most advantageous proposers of sixteen – Total not to exceed \$1,432,800 – Financing: General Fund (subject to annual appropriations)

Background

On September 23, 2020, City Council authorized the Fiscal Year 2020-21 General Fund budget, including a funding enhancement to increase available general funds for Drivers of Poverty Programs. The Drivers of Poverty program funds are intended to support programming that is responsive to the needs of populations identified by the Mayor's Task Force on Poverty in 2017 and be responsive to the factors, or "drivers", identified that contribute to the City's high rates of poverty. On January 11, 2021, the Office of

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Community Care briefed the Workforce, Education and Equity Committee on a planned procurement to administer the funds.

The prior year solicitation had been developed to be responsive to the emerging needs from the COVID-19 pandemic and emphasized provision of direct client assistance services. For the new solicitation, the focus shifted to programming that continue some of the services previously administered through Coronavirus Relief Funds and includes a carve out specifically to support programming serving Dallas youth and children.

Procurement

The City of Dallas Office of Community Care (OCC) sought proposals via a Request for Proposals (RFP) from entities to deliver the services outlined below to one or more target populations. The solicitation required that programs target service delivery in locations that are accessible to or within communities in which poverty is concentrated and/or communities in which there are concentrations of populations as identified in the Mayor’s Task Force on Poverty report. In order to ensure support of programming targeting youth and children, the solicitation defined target populations for each service as outlined in the table below

Category	Services	Target Population(s)
1	Making Food Accessible projects (Food)	Drivers of Poverty populations
2	Positive Youth Development programming (PYD)	Youth
3	Community Mental Health Programming (CMH)	Drivers of Poverty populations; Youth
4	Responsive Client Assistance	Drivers of Poverty populations; Youth
5	Client assistance, such as rental and utility assistance and/or eviction assistance and legal representation, for populations unable to be served via other funding sources	Clients ineligible for assistance due to funding source

The Evaluation Committee individually scored each service category as provided below. Awards are based on scoring rank within a service category by target population. Allocations were made in order of rank, however proposals with scores below 70 points were not awarded funding. The City received no applications for Category 5 services. The table below provides a summary of the rank scores in each service category as follows:

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Making Food Accessible					
Agency		Rank by Score	Amount Requested	Amount Awarded	% Request Awarded
International Rescue Committee		1	\$155,623.00	\$155,623.00	100%
Dallas Leadership Foundation		2	\$248,481.00	\$225,000.00	91%
CitySquare		3	\$225,000.00	\$101,250.00	45%
Citizens Development Center dba Achieve		4		\$0	0%

Positive Youth Development					
Agency		Rank by Score	Amount Requested	Amount Awarded	% Request Awarded
Dallas Leadership Foundation		1	\$224,787.00	\$224,787.00	100%
Afterschool All Stars		2	\$155,000.00	\$155,000.00	100%
Rainbow Days, Inc.		3		\$0	0%
Boys and Girls Clubs of Greater Dallas		4		\$0	0%
Viola's House		5		\$0	0%
Youth Guidance		6		\$0	0%
Communities in Schools Dallas Region		7		\$0	0%

Community Mental Health						
Agency	Target Population		Rank by Score	Amount Requested	Amount Awarded	% Request Awarded
Harmony Community Development Corporation	Drivers of Poverty, Youth	of	1	\$275,653.00	\$225,000.00	100%
CitySquare	Drivers of Poverty	of	2	\$224,337.00	\$224,337.00	100%
International Rescue Committee	Drivers of Poverty	of	3	\$159,563.00	\$71,803.00	45%
First Presbyterian Church dba The Stewpot	Drivers of Poverty	of	4		\$0	0%
AVANCE – North Texas	Drivers of Poverty	of	5		\$0	0%
Helen's Project	Drivers of Poverty	of	6		\$0	0%

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Responsive Client Assistance					
Agency	Target Population	Rank by Score	Amount Requested	Amount Awarded	% Request Awarded
CitySquare	Drivers of Poverty	1	\$50,000.00	\$50,000.00	100%
United Way of Metropolitan Dallas	Drivers of Poverty	2		\$0	0%
Big Thought	Drivers of Poverty	3		\$0	0%

As noted in the timeline below, the RFP was advertised on March 25, 2021 and April 1, 2021. A pre-conference was held on March 29, 2021 and submissions were due on April 22, 2021. Proposals were scored by a panel of 4.

- City Manager’s Office - 1
- Office of Community Care - 1
- Office of Economic Development - 1
- Office of Homeless Solutions - 1

Date	Actions
March 25, 2021	RFP posted via Bonfire
March/April 2021	Outreach – 1,799 invitations sent
April 22, 2021	RFP closed and submissions due
May 3, 2021	Application scoring completed
July 17, 2021	Notification of funding awards
August 2021	Contract Negotiations
September 22, 2021	Council authorization of contracts

Each organization will begin implementation of programming and services once contract negotiations have been finalized.

RE-ENTRY SERVICES

The following Office of Procurement Services item will be considered by the City Council on the September 22, 2021 Agenda:

Item Number #21-1728: Authorize a two-year service contract for re-entry services, including social services and job skills training and workforce support for the Office of Community Care and Office of Economic Development – Dallas Leadership Foundation in the amount of \$500,000 and Metroplex Economic Development Corporation in the amount of \$500,000, most advantageous proposers of three - Total not to exceed

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\$1,000,000.00 - Financing: General Fund and MGT and OCC (subject to annual appropriations)

Background

As part of the FY21 budget cycle, a total of \$1,000,000.00 in General Fund funding was provided to offices of Community Care (OCC) and Economic Development (ECO) to support re-entry services. A joint RFCSP was issued in April 2021 to obtain third party vendors for these services under two separate categories: social services/wrap around services and job training services. The overall purpose of the Re-Entry Service program is to provide assistance, job training, and advocacy to enable previously incarcerated individuals to successfully obtain and maintain employment. Individuals served through this program are low- and moderate-income individuals who live in the City of Dallas. The Office of Community Care will oversee the service contract for social services which includes wraparound support and the new Small Business Center will administer the service contract related to job skills training and workforce for social justice impacted individuals;

Procurement

The City of Dallas Office of Community Care (OCC) and Office of Economic Development (ECO) sought proposals via a joint Request for Competitive Sealed Proposals (RFCSP) from entities to provide Re-entry Service Programs: Re-entry Social Services and Wraparound Support and Job Skills Training and Workforce Support for social justice-impacted individuals. The re-entry social service and wraparound support program is intended to support individuals who have recently been released from social justice impacted individuals to access various services to support them in obtaining housing and stabilization.

The emphasis of this program is to assist previously social justice impacted individuals overcome barriers limiting successful reentry into society and to facilitate finding stability and self-sufficiency. Funding for the Program will be by General Fund and will provide for the following services:

- Case management
- Pre-release program components or connections - connections with Texas Department of Criminal Justice and/or other criminal justice agencies
- Income Supports – Benefits screening and application/enrollment support, temporary financial assistance, housing assistance, food assistance, tax preparation services, and other such services.
- Emergency Assistance – Food assistance, utility assistance, health care services referrals, etc.
- Housing Supports
- Wraparound Services – Access to transportation, childcare, or other services to alleviate barriers to program completion and employment.

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The following organizations submitted a proposal, their ranking and score is listed below.

Agency	Ranking	Amount Requested	Amount Awarded	% of Request Awarded
Metroplex Economic Development Corporation (DBA T.O.R.I.)	1	\$500,000.00	\$500,000.00	100%
D.F.W Economic Solutions	2		\$0	0%

The job skills training and workforce support for justice-impacted individuals' program is intended to support those previously incarcerated individuals with job training, as well as obtaining and maintaining employment. The emphasis of this program will be to ensure previously incarcerated individuals find stabilization while overcoming some of the barriers they face in trying to find employment. Funding for the Program is included in the General Fund for the following services: Soft skills training—goal setting, interview skills and interpersonal communication

- Education or job skills/vocational training
- Job placement support
- Employer partnerships and workforce support; participants will have access to emergency financial assistance, housing placement support, mental health services

The following organizations submitted a proposal, their ranking and score is listed below.

Agency	Ranking	Amount Requested	Amount Awarded	% of Request Awarded
Dallas Leadership Foundation	1	\$500,000.00	\$500,000.00	100%

As noted in the timeline below, the RFCSP was advertised on April 29 and May 6, 2021. A Pre-Proposal Conference was held on May 4, 2021 and submissions were due on May 27, 2021.

Date	Actions
April 29, 2021	RFCSP posted via Bonfire
May 2021	Outreach – 1,840 invitations sent
May 27, 2021	RFCSP closed and submissions due
June 11, 2021	Application scoring completed
August 6, 2021	Notification of funding award

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September 22, 2021 Council authorization of contracts

The program services will begin once the contracts have been executed.

SUMMARY

This memo provides an overview of multiple programs and items that will be considered by City Council on September 22, 2021. If approved by the City Council, we will provide program updates through the Workforce, Education, and Equity Committee.

Please feel free to contact me or Jessica Galleshaw if you have any questions or should you require additional information at this time.



Kimberly Bizer Tolbert
Chief of Staff to the Manager

c: T.C. Broadnax, City Manager
Chris Caso, City Attorney
Mark Swann, City Auditor
Billerae Johnson, City Secretary
Preston Robinson, Administrative Judge
Majed A. Al-Ghafry, Assistant City Manager

Jon Fortune, Assistant City Manager
Joey Zapata, Assistant City Manager
Dr. Eric A. Johnson, Chief of Economic Development and Neighborhood Services
M. Elizabeth Reich, Chief Financial Officer
M. Elizabeth (Liz) Cedillo-Pereira, Chief of Equity and Inclusion
Directors and Assistant Directors

Attachment A
Program Statement
ECOSTS Provider Assistance Program

Program Purpose: To provide financial support to City of Dallas (the “City”) Early Childhood and Out of School Time Services Providers (“ECOSTS”; “Providers”) who have been adversely impacted by the COVID-19 pandemic. This program will specifically support Providers involved in the City’s ECOSTS program to provide funding for costs incurred specifically because of the pandemic and pandemic response activities as well as to offset the financial impacts due to increased cost or expense due to the pandemic.

Eligible Participants: Providers that participate in the City’s ECOSTS Child Care subsidy program and Providers who have contracted with the City to provide childcare services for targeted populations through the City’s Community Development Block Grant funds, including CV-COVID-19 funding and Consolidated Plan appropriations. Participants must meet the following qualifications:

- Be officially registered with the State, physically located, and operating in the City of Dallas
- Provider must be currently providing childcare and/or out-of-school time services to children enrolled in the City’s ECOSTS program and a vendor with the City serving participants through the City’s ECOSTS program or must be under contract with the City to provide Child Care/ECOSTS services
- Must be current on their City taxes
- All providers meeting these definitions as of October 1, 2021 are eligible to participate in the program. The City may enroll additional providers as vendors participating in the ECOSTS program throughout the program term. Newly enrolled Providers (after October 1, 2021) will be eligible to participate in the ECOSTS Providers Support Program once they have been a registered vendor and ECOSTS Program partner for a minimum of six months.
- Cannot receive duplication of benefits (DOB). Definition of DOB: occurs when a person, household, business, government, or other entity receives financial assistance from multiple sources for the same purpose, and the total assistance received for that purpose is more than the total need for assistance.

Ineligible Participants: Childcare providers who have ceased operations or are closed , excluding short-term or temporary closures resulting from an exposure or need for facility cleaning due to COVID-19.

Assistance to be Provided: Providers may request assistance when under the following conditions, with assistance provided based on availability. Two types of assistance are available.

- Type 1: Providers may request assistance to cover direct costs incurred for cleaning, personal protective equipment, furniture and protective barriers, or other items needed to support a safe environment and support social distancing in an amount of up to \$5,000 per year
 - Provider may request assistance during the 2020 calendar year, dating to March 2020, and additional assistance during the 2021 calendar year
 - Providers must be current ECOSTS subsidy program vendors at the time of their request, defined as providing service to one or more ECOSTS child and receiving payment for that child by the City in accordance with ECOSTS protocols
 - Provider must provide a written statement outlining why the cost was necessary and responsive to the COVID-19 pandemic

Attachment A
Program Statement
ECOSTS Provider Assistance Program

- Providers may request this form only for expenses incurred during the time period in which they were participating in the ECOSTS program
- Provider must provide documentation of incurred costs, including receipts and/or invoices as well as general ledger and/or cashed checks
- Type 2: Providers may request assistance one time during the 2021 calendar year for a small grant to support staffing costs. Requests will be accepted via an application process administered by the City and awards will be provided based upon available funding in an amount of up to \$5,000 per facility. This funding can be used to support any costs related to staffing, such as salaries and benefits, temporary staffing to increase capacity or offset staffing losses, hazard pay, or other staffing needs.

Program Budget: \$75,000.00

Program Period: October 1, 2021 through September 30, 2022

Exhibit A
Early Childhood and Out-Of-School Times Services Program
Childcare Provider Master List - 2021-2022

TL Ward Inc., dba Heavenly Christian Academy VS0000013797	Tia Ward	11421 Shiloh Rd. Dallas, TX 75228	OCC-2021-00000017291
T. L. Ward Inc, dba Heavenly Learning Center VS0000013797	Kamile Adams	9625 Plano Rd. #1700 Dallas, TX 75238	OCC-2021-00000017291
Kaleidoscope Child Development Center, Inc. 513152	Diana Mizell	19310 Midway Road Dallas, Texas 75287	OCC-2021-00000017291
Peari's Preparatory Academy VC21918	Kirby McGee	330 S.R.L. Thornton Frwy. Ste. 100 Dallas, Texas 75203	OCC-2021-00000017291
Dallas Kiddie Korner Private School, Inc. 248963	Linda Peters	328 W. 12 th Street Dallas, TX 75208	OCC-2021-00000017291
Metro Christian Academies of Dallas, Inc., dba Metropolitan Christian Academy 518139	Joey Allen	3430 S. Polk Street Dallas, TX 75224	OCC-2021-00000017291
Union Christian Academy VS000016546	Sylvia Martin	3312 S. Polk Street Dallas, Texas 75224	OCC-2021-00000017291
N'Goyala Community Learning Center, Inc., dba American Care Academy VS0000056574	Patricia Williams	530 S.R.L. Thornton Frwy. Dallas, TX 75203	OCC-2021-00000017291
Tiny Academy, LLC DbA: Little Scholars Academy VS96545	Michael Sun	14045 Waterfall Way Dallas, Texas 75240	OCC-2021-00000017291
Golden Eagle Program, L.L.C. VS96364	Andrea Bollin	6901 S. Westmoreland Rd. Dallas, Texas 75237	OCC-2021-00000017291
Good Street Learning Center, Incorporated 169527	Gwendolyn Sneed	3126 Elsie Faye Heggins Dallas, Texas 75215	OCC-2021-00000017291
Youth Conversion, Inc. VS0000076574	LaKerria Owens	747 Penquin Drive Dallas, Texas 75241	OCC-2021-00000017291