



REQUEST FOR QUALIFICATIONS

This Request for Qualifications is being issued by The CAYL Institute to identify vendors interested in and capable of providing contracting services that support the implementation of its Good Jobs Challenge Grant (GJC) for Metro Boston constituents in the following areas:

- 1. Employment Sourcing, Training, Placement, and Support services for center-based educators**
- 2. Provision of College Courses and services for EEC entry-level and lead teachers**

THE CAYL INSTITUTE

CAYL's purpose is to organize, equip & empower people to create change on behalf of children. We envision a nation where the right to high-quality early care and education is embedded in public policy, professional practice, and familial engagement. Equipping diverse leaders with the skills, dispositions, and networks to tackle and build support for change has been the mission of the CAYL Institute (www.cayl.org) since its founding in 2003. Our work is based on five core principles:

1. Representative Leadership: Involving people in decisions that affect them.
2. Commitment to Diversity: Ensuring all voices are heard and bridging multiple perspectives.
3. Focused on Solutions: Embracing responsibility to create sustainable change.
4. Impact and Innovation: Taking action that is timely, relevant, and immediately actionable.
5. Building and Sharing Knowledge: Creating and disseminating strategic information to be understood and used by everyone.

THE GOOD JOBS CHALLENGE GRANT

The Good Jobs Challenge grant is an economic development grant focused on placing job seekers in Greater Boston into child care jobs and providing them with the training, support, and experience needed to meet the state of Massachusetts eligibility criteria for child care center teachers and lead teachers jobs.

The CAYL Institute is functioning as the backbone organization responsible for creating child care sectoral partnerships of child care employers, talent sourcing organizations, and training organizations, supporting them with resources, directly or indirectly, so that they can engage in



activities to source, develop, training and place individuals into 500 teacher jobs, support 200 incumbent educators achieve education to meet lead teacher eligibility requirements.

We distribute this Request for Qualifications (RFQ) to attract organizations capable of providing the necessary services to source, develop, train, and place candidates in educator jobs as well as candidates to provide the required education necessary to become teacher or lead teacher certified.

A. RESPONSES AND QUALIFICATIONS

Key Understandings Before Submission

The response period for this RFQ will end on **May 3, 2023**. All responses should be submitted to The CAYL Institute (goodjobs@cayl.org) **via the corresponding CAYL/GJC RFQ Submission Forms** (links included below) by **5:00 pm EST on May 3, 2023**.

Please note:

- This is not a request for proposals.
- Responses should be submitted in the format requested.
- All responses submitted will be evaluated and scored based on vendor knowledge, experience with identified populations and work, capacity, commitment to equity, and readiness to proceed.
- Potential vendors should not assume that responding to this RFQ will result in automatic approval as a CAYL vendor. Information will be saved, however, and vendors may be considered for future work.
- Vendor responses may potentially result in future invitations (Apr. 2023 thru Jan. 2025) to provide services to CAYL in the implementation of this grant. If there is a potential opportunity, vendors will be contacted directly by CAYL and invited to submit a proposal at that time.
- The CAYL Institute will hold one Q&A session on **May 1, 2023** to answer questions relating to this RFQ. [Click here to register for this Q&A session.](#)



Instructions

- Each partner role will require a separate response. The area of need that vendors wish to qualify for requires a separate response. Areas of need are separated as follows:
 - I. Workforce sourcing, training, supports, and sectoral partnership coordination
 - II. College courses and support
- Qualification responses should be submitted through the linked CAYL/GJC RFQ Submission Forms.
- The majority of questions can be answered as Y/N or by checking off the box in a menu that best corresponds to your answer. Some questions require a descriptive short narrative not to exceed the number of characters requested.
- Responses should not include information not asked for. Unless specifically requested, attachments, etc., will not be read or considered as part of the response.
- Responses submitted after the deadline will not be considered.
- When completing your response please refer to the glossary of key terms to assist you in understanding what we are looking for.

Glossary of Key Terms:

Participant: an individual supported by the Good Jobs Challenge Grant, receiving education and support to become a child care teacher, lead teacher, FCC educator, or an existing FCC educator receiving business development training and support

Employer: A child care employer who signs a letter of commitment to participate in the GJC pipeline work, and is considered the Industry partner within the child care sectoral partnership. The GJC grant's purpose is to meet the talent needs of employers.

Wraparound services: refers to a list of services or supports offered to participants when they need those supports to participate in the program's work and education requirements.

Sourcing: refers to the action of identifying and recruiting individuals to fill vacant job positions at employers who are part of the GJC program.



Placement refers to the placing of participants into jobs with employers, and placing into training or education with colleges and other training institutions.

Sectoral Partnership Coordination: The GJC grant identifies sectoral partnerships which are made up of Industry partners (child care employers), training organizations (colleges and other institutions), and sourcing partners. The sourcing partner is responsible for coordinating the work of the sectoral partnership.

The CAYL Institute's Request for Qualifications Responses

When reviewing your responses, The CAYL Institute will pay particular attention to five key areas, for both employment sourcing, placement, and support partners, as well as colleges' provision of coursework for teachers or lead teachers.

Organization demographics: Tell us about your organization

Knowledge: Of the specific areas of work that is the focus of the Good Jobs Challenge initiative

Equity: Refers to experience and approach to supporting a diverse population with a range of needs including language support, wrap-around services, technology supports, etc.

Experience: Past and current experience implementing this type of work

Capacity: Current and future capacity to provide the talent sourcing and placement or coursework

The CAYL Institute is very excited about your interest in this project. We look forward to hearing from you.

Click here to complete the form(s):

- [CAYL/GJC RFQ Submission Form - Employment Sourcing, Training, Placement, and Support Services for Center-based Educators](#)
- [CAYL/GJC RFQ Submission Form - Provision of College Courses and Services for EEC Entry-level and Lead Teachers](#)