

CHILDREN & YOUTH PARTNERSHIP FOR DARE COUNTY INSTRUCTIONS FOR PROPOSALS

One original and one copy should be submitted. The proposal package consists of the following:

1. Cover letter that is signed and dated by an individual authorized to legally bind the applicant's organization.
2. The application form signed and dated
3. A proposal narrative:
 - Describe how the tasks outlined in the Scope of Services section will be accomplished. How will you meet program objectives?
 - What experience do you or your organization have with this type of activity? What can you or your organization bring to this project that others cannot?
 - Who will be involved in the supervision and implementation of this activity?
 - Who will handle the financial aspects of the project?
4. A budget proposal for each year requested in the scope of services.
5. Resume of parties who will work on the proposal
6. References
7. Any additional materials that support the application

Completed proposals are due by 5:00 pm, May 22, 2020, and should be mailed or delivered to:

**Children & Youth Partnership for Dare County
534 Ananias Dare Street
Manteo, NC 27954**

The contract will be awarded to the organization, group, or individual submitting the best responsible application complying with the requirements of the Request for Proposal (RFP), provided the application is reasonable and is in the best interest of the Partnership to accept. The applicant selected will be notified at the earliest practical date. The decision regarding the acceptability of any application shall remain entirely with the Children & Youth Partnership for Dare County. The criteria for making this judgment will include but not be limited to demonstrated capacity and general responsiveness to the RFP. For further information or assistance, please call (252) 441-0614.

Attached:
Proposal Specifications



Ensuring that our children, youth, families, and community all thrive.

Proposal Application

Project Title: _____

Name of Organization: _____

Street Address/Post Office Box: _____

City: _____

County: _____ State/Zip: _____

Contact Person: Name & Title: _____

Address: _____

Telephone: _____

Fax: _____ Email: _____

Federal Tax Identification Number or Social Security Number: _____

Type of Organization:

Private

Non-profit

501(c) 3

Other, please specify _____

For profit

Public Agency

Project Beginning Date: _____ Project Ending Date: _____

Budget (FY2020/21): _____

Budget (FY2021/22): _____

Budget (FY2022/23): _____

Total Budget: _____

Authorizing Signature

Title



Date

Baby LINKS

Scope of Services and Specifications

Children & Youth Partnership for Dare County is seeking proposals for a Baby LINKS program. A registered nurse will provide postnatal support through skilled nursing home visits to mothers and newborns, will identify health concerns and potential problems for early intervention, make appropriate referrals for such, and provide resources to enhance parenting, life skills, nutrition, and health. New parents will have access to information, referrals to other services and consultation services, and will be provided with information on infant care and proper nutrition. New mothers will also have an opportunity to ask questions and express any concerns that they may have about their child during the home visit or through telephone follow-up calls with the nurse and support staff. Empowering parents' efforts to nurture their children's growth and development and helping parents achieve positive outcomes for their children are also desired outcomes for the program. It is expected that 70% of mothers in Dare County who give birth each year will be provided with a skilled nursing home visit within 2 weeks of birth. The program will be a collaborative effort among health agencies, hospitals, and various community organizations

Specific objectives to be accomplished include the following:

- 1) Establish links with area hospitals where Dare County residents give birth for an initial contact/referral for the Baby LINKS program.
- 2) Make home visits of mothers and newborns within 2 weeks for a skilled nursing assessment of the mother and newborn, with follow-up contact as needed or requested by the family or physician.
- 3) Provide resource packet and materials to mothers of newborns in Dare County. Items such as a Resource Book, developmentally appropriate toy, other related products or samples, and information about other programs and services in Dare County should be included in the packet.
- 4) Early identification of problems and early intervention referrals with appropriate agencies as indicated.
- 5) Provide parents with consultation services, answer specific parental concerns or questions about their child, and make referrals when appropriate. Consultative services may include providing information about well child care, lactation, immunization services, developmental progress, and referrals to CCR&R for questions about child care.

- 6) Increase parenting skills of program participants through provision of parenting materials, referrals to community programs that encourage and/or support parent education, and newsletters.
- 7) Outreach to community and collaboration with organizations that serve families.
- 8) Assessment of a range of 12 issues to target specific needs for follow-up or referrals (attached)
- 9) Adherence to program elements, outputs, and outcomes as noted in the Baby LINKS Logic Model. (attached)

An evaluation plan to measure outcomes of the program should be included in the proposal.

Success of the program will be determined by the number of new mother and infants served each year, referrals made to other community agencies and resources, continued breast feeding 6 months post visit, and follow-up for infants needing further assessment, evaluation, or treatment services.

Proposals should address the method to achieve the goals and objectives identified in this proposal and provide timelines for accomplishing them. An explanation of how the program will be staffed should be included, as well as the organization/individual's level of preparedness to implement the program.

Contractors should submit a 3-year proposal effective from July 1, 2020 through June 30, 2023, with separate annual budgets ending June 30th each year of the proposed period. Contracts are awarded on an annual basis. Continuation of multi-year proposals and contracts is subject to an annual review at June 30th of contractor performance and availability of funds.

Activity: Baby Links		(NCPC Required Outputs, chosen outcome highlighted in dark TEAL; paler for co			
Need Statement Why?	Target Population Who?	Program or Activity Elements What?	Outputs How Many?	Outcomes So What?	How does outcome impact PBIS or other long term goal?
<p>In FY14-15, there were 295 births in Dare County. In FY14-15, 88% of new moms began breastfeeding, and at the time of the home visit 59% were experiencing problems or concerns.</p> <p>No other service exists in Dare County that provides the services that BabyLinks offers new mothers and infants. The lactation support that BabyLinks provides helps new mothers resolve problems that interfere with continued breastfeeding. The benefits of breastfeeding for infant and maternal health are well documented. Families, even when receiving adequate or good medical services do not have all of their needs met when they are discharged from a hospital after giving birth, and problems emerge between discharge and the next doctors visit. Not all parents have sufficient experience or knowledge to know when they may need to be seen by a doctor or may qualify for assistance with food or childcare. Post partum home visitation has been associated with health benefits for both mothers and children. In the journal Pediatrics, a 2004 article concluded a home nursing visit after newborn nursery discharge is highly cost-effective for reducing the need for subsequent hospital</p>	<p>The target population will be all Dare County mothers who give birth – approximately 300 each year.</p> <p>Most Dare County mothers give birth at the Outer Banks Hospital although some mothers and children may be referred to the program from other area hospitals.</p>	<p>The BabyLinks program provides a safety net and ensures that parents have the knowledge they need to get their babies off to a good start. The program facilitates early identification of problems/risks and educates parents about available resources.</p> <p>The program will employ a full-time Registered Nurse through the Dare County Health Department. The RN will receive referrals to the program from area hospitals, physicians, and directly from other programs at the Health and Social Services Departments.</p> <p>The RN will visit the Outer Banks Hospital regularly to pick up referrals, establish a working relationship and provide/receive information as needed. The RN will develop a working, personal relationship with local pediatrician's and obstetrician's offices. She will also work closely with other, regional, hospitals where Dare County residents may give birth so as to develop a consistent referral system to the BabyLinks program.</p> <p>The RN will make an appointment and visit the mother within two weeks when appropriate.</p> <p>At the home she will conduct an examination of the mother and infant using Health Department approved newborn and postpartum assessment forms. These assessments may include a head-to-toe exam, taking the child's weight and temperature, pulse, and respiration. The RN provides an examination of the mother as well, which may include taking the mothers' temperature, pulse, respiration, and blood pressure. She also will take a social and medical history of the mother and child.</p> <p>If any medical concerns are expressed by the mother or found by the RN a referral will be made. Depending on the immediacy of the need, the RN may leave the referral for the parent to follow-up with or she may assist the parent with making appointments, completing paperwork, etc. on site. These referrals are made to ensure follow-up with issues such as low weight, jaundice, specific feeding or sleep problems, developmental delays, etc.</p> <p>The RN will assess the family's social and economic need by asking about things such as if they have enough food and diapers, if they have health insurance, if they have a pediatrician and if a follow-up exam has been scheduled for the mother and for the child, if they might qualify for the WIC program, etc. and asking if the family has any questions or concerns. Mothers may receive referrals for community services relating to social and economic needs.</p> <p>The RN will assess the feeding and nutritional status of the baby and mother. She will assist the breastfeeding mother with any problems or concerns and will make a referral to the pediatrician if the baby doesn't have appropriate interval growth.</p> <p>The RN has 3 hospital grade electric breast pumps to loan to women who are not eligible for WIC or are unable to obtain a breast pump otherwise.</p> <p>The RN provides a wide range of information and materials to the parents to help them assess and meet their child's and their own medical, social, and emotional needs. New information is added and/or updated as needed. A representative list of materials provided is listed below:</p> <p>§ A Smart Start binder, which includes information on infant growth and development, parenting, nutrition, and community resources.</p>	<p>195 moms and their newborn infants will receive a home visit, exam, and welcome baby packet of materials. [NCPC]</p> <p>67 mothers/newborns given individualized referrals to a variety of community programs and services</p> <p>26 WIC referrals made to families who were unaware that they qualified.</p> <p>28 referrals made to MD's.</p> <p>100% of babies were enrolled in Imagination Library</p>	<p>By June 30, 2020, 50% of referrals made will be kept and services received. [NCPC: Parents increase use of services referred to in the community - Use of Services worksheet]</p> <p>Each year, 50% of issues identified during a visit will be resolved at the visit.</p> <p>Each year, 75% of mothers and newborns will receive their home visits within two weeks of the child's birth when appropriate and possible.</p> <p>Follow-up surveys of 50% of mothers visited will reveal that 55% of mothers will report continued breastfeeding six months after their visit.</p> <p>Serve 65% of annual births to Dare residents</p>	<p>Because of the connections the nurse makes with mothers we anticipate that early intervention for children birth to two will be maintained at or above the minimum standard.</p> <p>Well child health visits and immunization rates will exceed the state average among children during their first year of life.</p> <p>We further anticipate that mothers will use CCR&R and other CYP services such as Imagination Library.</p>

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Prenatal-Newborn Services

Activity: Baby Links		(NCPD Required Outputs, chosen outcome highlighted in dark TEAL; paler for co			
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need for subsequent hospital-based services and help prevent children from getting sick. Another study in ScienceDirect from 2005 found that home visitation enhances a client's "connectedness" with the health care system and thus lessens the number of missed appointments for the six-week postpartum exam.		<div>§ Car seat safety and NC car seat laws</div> <div>§ How to deal with Baby's crying</div> <div>§ Birth control information</div> <div>§ Breast feeding information</div> <div>§ Care of Baby's teeth</div> <div>§ Taking Baby's temperature</div> <div>§ Insurance – Medicaid/Health Choice information</div> <div>§ WIC, CC4C, OBCM</div> <div>§ Immunizations</div> <div>§ Doctors visits / when to seek medical care</div> <div>§ Medical homes vs. emergency rooms</div> <div>§ Postpartum depression</div> <div>§ Poison control</div> <div>§ Second hand smoke</div> <div>§ Shaken Baby</div> <div>§ SIDS / back to sleep, stomach to play</div> <div>§ Newborn know-how (brain development)</div> <div>§ Colds and Flu, Fever, Ear Infections, Thrush</div> <div>§ Parents as Teachers</div> <div>§ Children and Youth Partnership program brochures</div> <div>Families may also receive a small toy and an infant book as a prompt to begin discussion of child development and parenting.</div> <div>All information provided is briefly reviewed. The material is provided verbally as well as in writing for parents to review later - at their leisure. If the parent has questions or the RN has a concern, the material is gone over in more detail. If the family or the RN identifies a need a referral may be made. These referrals, as with the referrals for medical needs, may be left for the parent to follow-up with or, if deemed necessary, appointments may be made or applications completed immediately. These referrals are made to ensure follow-up with issues such a need for childcare, for financial assistance with childcare, obtaining insurance, obtaining child development assistance (CC4C, CDSA, PAT, parenting classes), etc.</div> <div>All families may receive individualized referrals based on specific needs.</div> <div>As time and funds permit, families with more acute needs may receive a follow-up contact to ensure referrals have been used and that the family is receiving services.</div>			
http://pediatrics.aappublications.org/cgi/content/full/114					
http://www.sciencedirect.com/science?_ob=ArticleURL					

Staffing

Job Title	FTE	Minimum Education & Experience Requirements
BabyLink Nurse	1	Registered Nurse with three to five years maternal and/or newborn care experience.

Community Collaboration

Activity: Baby Links		(NCPC Required Outputs, chosen outcome highlighted in dark TEAL; paler for co			
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The Baby LINK RN will collaborate with the following agencies

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Area Hospitals - Outer Banks, Chesapeake, Norfolk, Albemarle, Kings Daughters, etc.

Other services of Dare County Health Department such as Obstetrical Case Manager (OBCM), Community Care for Children (CC4C), nutritional services/Women, Infants and Children (WIC)

Community services such as Department of Social Services, Hopeline, local pediatrician's and obstetrician's offices, Children's Developmental Services Agency, Children and Youth Partnership for D