



Family Engagement Training Request for Proposal (“RFP”)

For Purchases from July 31, 2025–September 30, 2025

Valley of the Sun United Way (“VSUW”), on behalf of the West Valley Early Childhood Education Consortium, is seeking a vendor(s) to provide training in language and literacy.

VSUW envisions a community where every child, family, and individual is healthy, has a safe place to live, and has every opportunity to succeed in school, in life and in work. As VSUW works with the community as well as corporate and nonprofit partners to implement MC2026, its five-year plan for Mighty Change, VSUW will put all its efforts toward reaching bold goals for Maricopa County in Health, Housing and Homelessness, Education, and Workforce Development.

Along with others, VSUW seeks to:

- Close opportunity gaps to ensure children read at grade level by 3rd grade and youth are prepared for educational success and employment.
- Remove barriers to ensure everyone in our community is healthy, with a focus on access to food and health care.
- Ensure all can have a safe home to call their own.
- Open pathways to better paying jobs.

This RFP represents an open and competitive process. Proposals must be submitted electronically to Dawn Gerundo, dgerundo@vsuw.org no later than 11:59 PM (Arizona time) on July 8, 2025. Any proposals received after this date and time may not be considered.

A selection decision will be made by July 21, 2025, and notification of selection/non- selection will be sent after that date. Contract terms and conditions will be determined upon selection of a proposal. All contractual terms and conditions will be subject to review and final approval by VSUW and will include scope, budget, schedule, and other necessary items. Submission of a proposal neither guarantees a contract nor guarantees that VSUW will retain your services.

SERVICES REQUESTED

Training Scope: Family Engagement Professional Development

The selected vendor will provide a virtual training series focused on enhancing family engagement practices within early education programs. Training must meet the following criteria:

Format and Delivery

Delivered virtually and may be recorded for internal use.

Accommodation of up to a minimum of 40 participants

Structured into three sessions, each 60–90 minutes in duration over two months.

Priority will be given to proposals that have flexible scheduling.

Training Content Requirements

Incorporates a strength-based approach to building family partnerships in schools and with community based programs.

Covers best practices for planning and executing high-quality family engagement events.

Introduces theoretical models aligned with student learning and the Dual Capacity Building Framework

Demonstrates the application of evidence-based strategies into real-world practice.

Priority will be given to training proposals that incorporate Everyone Wins! and Power Partnerships as guiding resources.

Assessment of Learning

Describe how participant learning will be assessed, including strategies to measure knowledge gained and opportunities for reflection and application.

May include pre/post assessments, session-based feedback, or applied practice tools.

Trainer Qualifications

Must have direct experience and demonstrated expertise in the Dual Capacity Building Framework for Family-School Partnerships

Future Purchase Planning and Cost Transparency

Outline of available discounts on future services or sessions

Itemized costs for materials, supplies, or any applicable replacement fees.

The proposals should also include very brief background information about your organization, and what qualifications you/your organization have in this industry. The costs submitted must be broken down by the unit cost. Proposals should be no more than ***four pages*** in length.

Please provide, in your proposal, all fee/cost information (including any applicable sales tax) for the above-mentioned services. Please recognize that VSUW is a 501(c) (3) organization and is not tax exempt when providing fee/cost information.

At a minimum, VSUW must select a vendor(s) that complies with 2 CFR 200.327; additional contractual terms to this effect will be included in the awarded contract.