

RISE Wisconsin
Proposal for RFP #12064
City of Madison, Community Development Division
Building Human Capital: Early Childhood Funding

1. Applicant

Organization Name: RISE Wisconsin

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Federal EIN: 91-2064768

Legal Status: 501(c)3

Will you present for 3-5 minutes at the virtual September 14th Early Childhood Care and Education Committee meeting at 2:30 PM? Yes, if requested.

2. Required Proposal Narrative

Please respond to each question individually and fully. There is no word count limit for each question. Applicants have discretion regarding the use of space within the ten pages. However, the entire proposal should not exceed ten (10) pages.

Organizational Capacity

- 1. Please describe your organization. Include any relevant information about the mission, vision, values and history of the organization as it relates to the services or programming you are proposing to provide.*

RISE's mission is to advance the wellness of children, individuals, and families by providing early childhood, mental health and wrap-around services to help communities and families thrive.

Our values include Equity & Inclusion, Collaboration, Growth, Resourcefulness, and Care.

Vision Statement: RISE will be a leader in wraparound services for early childhood, mental health, and wellness. We will jointly shape expectations alongside participants while framing equitable partnerships throughout the region. We will be regarded for our stewardship of resources and success in nurturing an inclusive and caring environment for participants and staff alike.

RISE (through its two previous organizations Community Partnerships and Center for Families) has been providing early childhood, respite and mental health services in the community for over 40 years. RISE is one of the largest providers of early childhood development and education, respite care and mental health services for children and families in Dane County, serving more than 1,000 children, young adults and families annually. Often times children, young adults and families come to us with challenges related to homelessness, food insecurity, childcare, transportation, literacy, employment, etc. By taking a wraparound approach to our services RISE can best address families' needs beyond early childhood development, respite and mental health. As a community-based organization, RISE provides many of our services "behind the scenes" by partnering with over 100 organizations that provide a variety of the wraparound supports that families need to gain stability in their lives. Through these connections we can more effectively address their early childhood development and mental health needs.

- 2. Please describe in detail your organization's experience and abilities in successfully providing early childhood services, technical assistance or programming. Include current work that is the same or similar to the work you are proposing to provide and any outcomes that can be highlighted from this*

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work. Include detailed information about the demographics of individuals currently being served (number of individuals, age, race and ethnicity, income levels, geographic area of the City, and any other relevant demographic information).

RISE's Respite Center program (Respite) is currently funded by City of Madison Community Development Division, Dane County Department of Human Services, and private and individual donors. Respite provides emergency and planned child care to children ages 0-14, 7 days per week. In addition to childcare services, Respite supports families and caregivers by providing information and referrals and actively connecting them to wraparound services in the community, as well as providing short-term crisis support and counseling in times of high stress and emergencies.

Respite was established in 1979 through a cooperative effort with the Daycare Consortium and Red Caboose Child Care. Early funding for Respite was provided through a federal grant from the National Council on Child Abuse and Neglect. Respite was an independent agency for many years, eventually became a program at Center for Families, which then merged with RISE in 2017. Respite is licensed as both a group childcare center and group home through the State of Wisconsin. Respite is considered one of the oldest "crisis nurseries" in the United States. Crisis nurseries are defined as licensed facilities that provide short-term, 24-hour residential care and supervision for young children who are either voluntarily placed for temporary care by a parent or guardian due to a family crisis or stressful situation or are temporarily placed by a county welfare services agency for a brief period of time. This definition of care describes a portion of the service that Respite offers; however, the program also provides care for families that need flexible, quality childcare so that caregivers can attend important appointments (medical, dental, mental health), attend job interviews or spend time looking for jobs, get a break from sleeping in their car or staying in homeless shelters, and so on. Many families use Respite for breaks when household stress is high, and caregivers are exhausted.

Respite was recognized for its unique program and received the **2020 Innovative & Exemplary Respite Service Award** from ARCH National Respite Network & Resource Center, making it one of only seven selected from throughout the U.S. as **a national model for respite centers**.

COVID had significant impact on how many children and families we were able to serve, particularly in 2020. However, not only did we remain active during the height of the pandemic, but we have also seen a continuous increase towards pre-pandemic numbers over the last 3 years. In 2022 Respite provided more than 12,000 hours of child care annually to more than 382 unduplicated children (from more than 195 unduplicated families). Through the first half of 2023, we have already provided more than 7474.5 hours of child care to 309 unduplicated children (from about 156 unduplicated families). More than 90% of the families that access Respite meet federal guidelines for poverty. In 2022, approximately 28% of the children and caregivers served by Respite identified as Caucasian or White, 49% identified as Black or African-American, 22% identified as Multi-Racial or "Other", and 2% identified as Asian or other Pacific Islander. In 2022, Respite provided care for 309 children aged 0-5, which accounts for a little more than 46% of the total care provided for the year.

Respite is located on Madison's near East/North side (53704 zip code) in a geographically underserved area. Respite's close proximity to Domestic Abuse Intervention Services (DAIS) and the Dane County Job Center has been convenient for families seeking safe services for their children during the day while they are staying in shelter and/or seeking employment. Approximately 85% of the families accessing services from Respite Center program live within the City of Madison. Additionally, Respite is conveniently located on a Madison Metro bus line and several families access the bus stop located in front of the building.

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Respite is one of five early childhood focused programs at RISE. The remaining programs; Early Childhood Initiative, Welcome Baby & Beyond, ParentChild+, and Home-Based Therapeutic Services (HBTS), are home visiting programs (with the exception of HBTS, which is an in-home mental health service for families receiving home visiting services). These programs all serve the birth to 5 year old population and make referrals are made between Respite and the early childhood programs.

In addition to referrals from our early childhood programs, Respite regularly receives referrals from our mental health programs, Therapeutic Services Team, Comprehensive Community Services and Children's Long-Term Support. Many of the children enrolled in these programs benefit from planned and crisis respite since there are very few resources in the community for this population of youth with social emotional challenges, particularly emergency care. Respite also serves as a resource for children who are in between school/child care placements or suspended from school/child care. Many times, the parents need to maintain their own employment and can't afford to be at home for multiple days with their child, and Respite becomes a very helpful resource to ensuring their child is supervised and safe while the adults in their life work on a plan for the child to return to school.

3. *Please describe the staff with direct responsibilities for this programming or service including required qualifications, experience and training. Include if the staff are demographically representative of the population served.*

When fully staffed, Respite is comprised of 10 full-time Child Care Specialists, 8-10 substitute Child Care Specialists, 2 Family Advocates, 1 Program Supervisor, 1 Program Coordinator and program oversight and support by Respite and Assessment/Evaluation Services Director. Several of the Child Care Specialists have been employed with Respite for more than 20 years. All Child Care Specialists (except for Substitute Child Care Specialists) meet Department of Children and Families (DCF) and Registry requirements for "Lead Teacher." Staff must meet basic requirements for a child care setting when hired and receive 25+ hours of training annually. Examples of training topics from the past few years include: Trauma-informed Care, Non-Violent Crisis Intervention, Understanding Children Who Have Witnessed Domestic Violence, Working With Immigrant Families, Mandated Reporting and Child Welfare topics, Parenting and Attachment, Sensory Processing, Motivational Interviewing, and Supporting Trans* and Gender Non-Conforming Youth. Child Care Specialists in Respite are representative of the population served, and in addition to having 3 bilingual Spanish speakers amongst our full-time staff, 4 staff identify as people of color. Additionally, RISE is actively working to become a more diverse, equitable, and inclusive organization and is focusing hiring efforts within Respite on increasing the diversity within that staff group.

Respite has a 100+ page policy manual and comprehensive Child Care Specialist training guide that is reviewed and revised at least every 3 years that ensure staff meet all the training and licensing requirements and guides the quality care provided.

RISE's leadership team holds extensive experience in the early childhood and mental health human service non-profit sector.

4. *Please describe your organization's relationships to the community you serve and the broader early childhood community in Madison. Include in your answer how you solicit feedback and adapt your work to meet the needs of your community and specific examples of successful partnerships with various service providers. Include any qualitative or quantitative data sources used to inform these decisions.*

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Respite has contracted with the City of Madison for over 25 years and has been serving children and families as part of the Madison non-profit sector for nearly 45 years. RISE has a strong local presence and is a respected collaborative partner and leader in the community. RISE collaborates with well over 100 local organizations to ensure that we are able to address and/or connect participants to the services that are most needed. These partnerships include other early childhood agencies, community centers, mental health and substance abuse providers, housing, education, employment, food pantries, language services, immigration support, etc.

RISE Leadership members and staff participate on a variety of cross-system collaborative teams including, but not limited to the Early Childhood Zone Committees, United Way, Children's Mental Health Collaborative, Madison Metropolitan School District Early Learning Collaborative Network, Child Abuse & Neglect Coordinated Community Response: Prevention & Early Intervention, Northside Early Childhood Zone, Children, Youth and Families Consortium, and Purchased Service Leadership Coalition of Dane County. Additionally, RISE leadership is strongly connected to the early childhood, child welfare, mental health, education and youth justice systems in Madison and Dane County and are often invited to participate in discussions to improve services to the populations served by these systems.

Program and service enhancements for all RISE programs are often informed both by the collaborative partnerships listed above and by staff feedback through service provision, to include both the barriers and successes that they've experienced in delivering early childhood and mental health services. Additionally, feedback from families and individuals receiving services is documented and used to determine whether changes or adjustments in service would strengthen practice.

5. *Please describe how your organization provides programming and services that have an impact on poverty, racial equity and social justice.*

RISE recognizes that there are economic, racial, and social inequities throughout the community which have disproportionately negative impacts on those we serve. Because of these systemic inequities, RISE has had a long-standing commitment to diversity, equity, and inclusion. We believe that for us to have an impact through our services, we must make institutional improvements within the organization and prepare staff to deliver services that exhibit cultural humility and address some of the root causes of poverty.

This work became more intentional about 8 years ago through an engagement with the YWCA's Creating Equitable Organization curriculum. Since then, we have been systematically working to transform RISE's service delivery, policies and procedures, language access and provide staff development through an equity lens. In addition to internal communications and policies, RISE leadership has begun to review and make changes to recruiting processes, making the process more fluid and welcoming for individuals and reviewing position descriptions to ensure that they are consistent and include inclusive language.

In 2019, RISE created Affinity Groups and launched the Person of Color (POC) Affinity Group. Since then, RISE staff and leaders have expanded Affinity Group support in the agency, creating the LGBTQ+ Affinity Group, the Caregiver Affinity Group and the Bilingual Affinity Group as a way to better support staff who have shared experiences.

Because almost 70% of individuals we serve are People of Color, it is important for us to create a feeling of comfort and belonging. We have been creating comfort and belonging through our commitment to diversifying RISE staff and leadership to be more reflective of those we serve, and growing staff

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understanding in DEI practices. In the past two years, as part of this commitment, RISE hired a Director of Diversity, Equity and Inclusion who is a member of Senior Leadership and we have added nine BIPOC leaders to the Extended Leadership team representing our early childhood, mental health and respite programs and agency administration. Fifty percent of our Senior Leadership are people of color, over fifty percent are women, and this includes members who have intersectionality with other historically marginalized groups and who are Bilingual/Bicultural. In addition to caregivers and people with lived experience serving on our Board of Directors, RISE is planning to expand our Peer and Parent Peer Specialist team to bring more lived experience to RISE and its programs. By expanding this team with those who have lived experience we can better connect to the participants and families we serve by establishing trusting relationships with another person who has had some similar experiences. RISE employs Bilingual and Bicultural staff in most of our programs and will ensure that services are provided in the native or preferred language of the participant. This is accomplished through Bilingual staff or through the use of interpreters.

All agency staff, Board and vendors are well informed of RISE's commitment to DEI and are required to sign our Diversity Statement attesting to their commitment to this work as well.

Proposed Programs/Services

1. *Which method(s) of programming/services are you proposing (see RFP for a description of each)?*
 - (a) Increase availability and access to high-quality care for children especially those who face multiple barriers to success (i.e. children living in poverty or facing housing insecurity, children with special needs, English language learners, etc.)
 - (d) Support for regulated child care offerings outside of traditional care options including but not limited to evening and weekend care, drop-in care, care for highly mobile populations, and care that is representative of the diverse communities of the City.
 - Note on the budget file submitted: Page 2 has been modified to show
 - total expenses covered by funding from all sources Program A Budget"
 - expenses covered only by City of Madison proposed funding "Program A City Request"
2. *Please describe the specific programming or services proposed. Include a detailed description of:*
 - a. *The specific methods for contributing to one or more of the goals stated in the RFP section 1.4*
 - b. *A clear explanation of the evidence, research or documentation of promising practice that supports the programming or service proposed*

Respite provides child care that is short-term, flexible, and individualized to a child and family's needs during that time. Families schedule care for brief lengths of time (1-4 hours) or for longer periods of time or an overnight (14-18 hours), and on some rare occasions periods longer than 24 hours. Respite works with parents and caregivers to offer the length of time that matches their needs. If the program doesn't have immediate capacity for the time requested by the family, they are placed on a call list and contacted when space becomes available, and care can be provided. If we are not able to accommodate a parent's first choice for care, we work together to identify another time that they would find helpful to have their children at Respite. The Family Advocates triage requests for care and try to address the request with the highest risk or most imminent needs by offering care right away or in the very near future, and then maintaining follow up communication with a family for a period of time until the crisis subsides, or additional supports (formal or informal) are in place for a family.

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Respite very diligent in their work to eliminate barriers to access and make services as welcoming and supportive as possible. Respite is a free service to our community. Families may be assessed a fee for care but are never turned away for inability to pay. Respite uses the Federal Poverty Guidelines to determine parent fees for care. Because Respite operates 24 hours a day, 6.5 days per week (the program is closed for a brief period of time on Sundays from 9-4 due to budget limitations and Sundays being the day with the lowest utilization of care), we are able to support families that have unique child care needs like those working 2nd or 3rd shift or have little to no natural supports and additional caregivers in their lives, etc. Respite works to be inclusive and responsive to varied medical, mental health, and developmental needs of children. We work closely with caregivers to understand the needs of their children and implement staffing practices, environmental adjustments, and continuing education hours to provide a safe, individualized child care experience for children using respite services.

Respite is unique for a child care setting because we maintain a mixed-age group of children at all times. This allows us to care for an entire family with children ranging from infancy through school age, which keeps kids together and eliminates barriers for a parent to find multiple child care or supervision options for their children of different ages. This also helps very young children and toddlers acclimate to the setting more easily to be with their siblings.

For many young children, Respite offers the first formal child care setting they are exposed to outside of care from friends or family members. This is an opportunity for children to be around other children in an enriching, safe environment, as well as an opportunity for parents to learn and understand requirements and common practices in child care settings. In some instances, the child care staff have been able to provide parents and caregivers important information and suggestions after observing their children in the child care space as it relates to typical development of children, social and emotional strengths as well as areas of needed attention, and to provide resources and contact information for services like Birth to Three, home visiting programs in Dane County, mental health services, and educational advocacy services.

In addition to child care service, Respite aims to provide short term crisis counseling and referrals to community resources for families and children. The Family Advocates complete an intake with each family before they receive care that covers relevant family information, medical information for each child, developmental questions and any other important information that a parent or caregiver chooses to share. It is not uncommon for families to seek our respite services at a time of high stress or crisis in their family's lives, and the intake appointment is an opportunity for Family Advocates to offer some immediate relief through scheduling emergency child care as well as offer supportive responses to a family through referral to other crisis resources (ex: diaper bank, homeless and housing information, free meal sites, etc.).

As a trauma-informed organization, RISE provides Reflective Supervision to staff in direct service programs. Reflective Supervision is a practice of supervision that builds upon the service provider's (staff) use of thoughts, feelings, and values within a service encounter (child care in this case) to deepen staff's awareness of their own relationship to the work and build resiliency factors for people doing the work.

3. *Where will services be provided and to whom? Include detailed information about the demographics of individuals that will be served (number of individuals, age, race and ethnicity, income levels, geographic area of the City, and any other relevant demographic information).*

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Respite is located at 2120 Fordem Ave on Madison's near north side and is designed to be a nurturing environment that meets the varied needs of mixed age groups (infancy, toddlerhood, school-aged children, and young teens) and ability levels. The space has 4 bedrooms, 2 bathrooms, a full kitchen, multiple play spaces, an arts and crafts area, and an outdoor playground. The environment supports self-exploration for all children with high-quality toys and activities to support children's interests and development. As mentioned above, children ages 0-14 may come to Respite for care. About 90% or more of the families and children that use our services meet the Federal Poverty Guidelines.

Respite provided care to 382 unduplicated children in 2022 and approximately 28% of the children and caregivers served by Respite identified as Caucasian or White, 49% identified as Black or African-American, 22% identified as Multi-Racial or "Other", and 2% identified as Asian or other Pacific Islander. In 2022, Respite provided care for 309 children aged 0-5, which accounts for a little more than 46% of the total care provided for the year. Approximately 85% of the families that access the this program reside in the City of Madison. Many families self-refer for help though other referral sources include: local hospitals and ERs, emergency responders and police, homeless shelters, other non-profits and human services organizations, and the Early Childhood Zones and home visiting programs.

4. *Please describe how you will maintain a commitment to equity as demonstrated by the promotion of diversity (racial, socio-economic, ability, etc.) at all levels of programming or services.*

At an individual level, Respite demonstrates its commitment to diversity through interactions with parents, caregivers, and children. Families are considered the experts on their children, and staff do their best to learn the routines a child is used to by listening to the parent/caregiver talk about their family during the intake, at each drop off transition, and through ongoing conversations each time a family uses Respite. Families are asked about religion, cultural preferences, and expectations during their intake appointment, and details are noted in the family's file so that staff are sure to honor family specific requests each time a child comes for care. An example of this would include families that practice Muslim religion abstaining from pork, so Respite Center program staff are sure to avoid offering food items that would conflict with this request.

Additionally, the physical space at Respite allows for children to take the lead in what they want to play with, who they want to play with, and for how long. Staff offer a variety of developmentally appropriate materials and activities and use the information they received from a parent to engage children, comfort children, and respond to their needs. Respite offers toys, books, photos and images of people that are representative of different cultures, abilities, and gender. Staff are responsive, empathic, and supportive to parents. When a parent or caregiver calls Respite looking for child care, staff listen attentively to the request, reason for care, and triage the care that is offered to families.

Finally, the Family Advocates are responsible for providing accurate, accessible, and relevant community referral and resource information to families as needed and requested. Understanding the diversity of families and their needs and strengths is vital to providing relevant and appropriate recommendations and referrals for families. For example, Respite invited Sankofa Behavioral and Community Health, a local mental health organization, to visit Respite so that staff could learn more about that particular provider and how their services may be helpful to families, and all Sankofa to learn more about what Respite offers to the community.

5. *Please describe your timeline for implementing services. If you are proposing direct provision of care, describe any relevant hours of service as well as a timeline for any assessment within the program.*

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Respite provides care for children 7 days a week, 24 hours a day except Sunday. There is a brief closure period on Sundays from 9 AM-4 PM. Every Wednesday morning the staff meet from 9-11 AM to discuss recent families/children receiving care, provide updates on operations, participate in training, and work on any program improvement activities. During the weekday, there are always 2 Child Care staff in the space, and at least 1 Family Advocate, 1 Program Supervisor, and 1 Program Coordinator. Family Advocates, the Program Supervisor, and the Program Coordinator are trained and credentialed to be able to step into the child care space at any time and assist staff and care for children. Staffing on weekends include, 2 Child Care Specialists per shift. Saturday includes the addition of 1 Family Advocate. A Respite Center program staff person is on-call 7 days per week to offer in-person or phone support to staff working for any reason or issue that should arise.

Regarding assessment, we seek to gather information and understanding on the reasons families seek out the Respite program. One way that we do this is utilizing a centralized Respite database (a custom built electronic database that holds and tracks all child and family information, demographic data for each family, contacts or logs for each call made to the center, and attendance data) to better track and assess the reasons that families request care and the frequency with which the center is able to meet each family's request for care. These changes were an enhancement to the existing practice of tracking reasons for care by refining the list into much more specific categories. Changes included a more defined list of tags or care codes, which are a set list of codes that tell staff why the family is requesting care or how the parent/caregiver is using the break. The complete list of care codes or tags includes household violence, relief/break, medical and wellness, court related appointments, job or employment, homeless, medical emergency, Dane County Human Service emergency (child welfare temporary placement), education, mental health emergency, housing. Reviewing the program data and reasons for care each quarter will help Respite Center program staff better understand the community needs for child care and be able to more pointedly speak with contract managers, funders, and other community leaders about service gaps in for families and children in our community. We have continued to note that families seek care because of homelessness and housing instability. While we knew this was an issue in our community, we didn't have data readily available to demonstrate the level of need that we were facing. When we updated our database care codes in the last quarter of 2018, we started tracking the number of visits that were specifically related to a family's homeless status. From October 1-December 31, 2018, Respite provided care to families experiencing homelessness 84 times (i.e. 84 visits). Again, with Covid we had a decrease in the number of families and children served, and still the number of caregivers with respite care visits due to homelessness and housing was around 73. This data also informs the collaborative partnerships Respite will develop and maintain to ensure that we are able to connect families to the necessary wraparound services that support their stability, beyond Respite.

6. *Applicants are encouraged to collaborate with agencies to ensure that services are not duplicated. If the proposal is a collaboration of multiple agencies, please describe the following::*
- a. *Why does collaboration enhance this proposal?*
 - b. *What formal agreements are/will be in place between the agencies to support this proposal?*
 - c. *How will decisions about programming and services be made within the collaboration?*
 - d. *How this collaboration will avoid duplication of services?*
 - e. *Any other relevant information about the collaboration*

NA. Respite is a unique one-of-a-kind program in Dane County that is not duplicated. Respite does both formally and informally partner with many organizations and supports emergency care for children who may not be able to receive care in a traditional child care setting or when they may be suspended from care elsewhere.

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Measurement of Success

1. *Which System Level Indicator (see RFP section 1.4) will your proposal address and how?*

The System Level Indicators that Respite and RISE aim to address are “increased collaboration and coordination between early childhood service providers” “and “reduction in the expulsion rate of children in child care.” Respite will address these system level indicators through continued referral, linkage, and connection of families to other community and early childhood resources and providers. Because Respite is a unique provider for child care in the Madison area, it is important that flexible and individualized options remain available for families with varied needs, thus contributing to a network of traditional and non-traditional child care options for families in our community.

Respite also aims to reduce the expulsion rate of children in child care by serving as the first out-of-home child care experience (for many of the children we serve) in a more formal setting that promotes individual security and success. This early introduction to a more formal child care setting offers a positive experience for children in their first daycare or child care setting, and helps young parents start to learn and understand the expectations and routine of a formal setting. The individualized and play-based setting at Respite helps children explore and learn with confidence, supporting their early development.

Finally, Respite provides emergency crisis support during times of high stress for families. Families that seek support and care from Respite also request help with stabilizing their situation. We know that when families experience more stability and support, children are better equipped to be successful in school and other settings.

2. *Which Population Level Indicator (see RFP section 1.4) will your proposal address and how?*

The Population Level Indicators that Respite aims to address are “increased number of children served by high quality child care programs” as the existing program services already address or aim to address the subsequent bullet points under that item (serves infants and toddlers, serves a high proportion of children with high barriers to success, offer flexible schedules for parents, is open for 2nd and 3rd shifts, is in a geographically underserved area of Madison, is accredited through City of Madison). One of the ways in which Respite aims to strengthen services associated with this Population Level Indicator is to build the Respite Volunteer program to add more volunteers to daytime shifts, which would allow us to serve infants and toddlers up to licensing limits without compromising the quality of child care service. As a result of COVID, we had to reduce our focus on the volunteer program; however, we aim to reinvigorate our efforts in 2024.

3. *How will success be assessed and evaluated? Include a description of the tools, screeners or assessments that will be used.*

Success will be assessed and evaluated through quarterly review of program data (demographics, total hours of care provided, trends in service delivery and requests for care, and qualitative data and feedback from staff and parents and families). A Parent Wellbeing Survey was developed and implemented between 2020-2021 which helped to evaluate the Respite’s effectiveness at reducing parental stress. This tool gathers direct feedback from parents who utilize Respite on the impact the service has on them and their family.

Respite continues to enhance and hone the intake process and deepen our understanding of the changing needs of families. We approach all RISE services, including our intake process at Respite, using a

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wraparound approach. This means we focus on what families identify as their strengths and struggles and allow that to guide which resources and supports would be most beneficial to offer. All with the intent to promote strong connections to the communities the family is surrounded by. Having a consistent practice to talk with families about their protective factors and risk factors will help Respite staff understand the urgency of current needs for a family, as well as identify other trends and themes in the general community of families that use our services and respond accordingly with service adjustments and broader system and sector advocacy for families.

Early Childhood Funding RFP Total Budget

Name of Agency: RISE Wisconsin, Inc.
Name of Proposal: Respite & Crisis Care

Instructions

Complete the table below by filling in the yellow cells. Formulas within this spreadsheet will autofill into the white Total Revenue cells.

Proposals for a Single Program/Service: If you are proposing one program, for example, direct child care programming at a single location, you will only need to fill in columns B and C.

Proposals for Multiple Programs/Services: If you are proposing to include multiple methods of services or programs, for example, on-site child care programming and separately provide consultation services for other programs, two proposals (each with a separate budget) should be submitted separately. If you are proposing to do the same service at multiple locations, for example, child care at two different locations, one proposal and budget may be submitted. In this case, use columns C, D and E below to delineate the budget for each program within your proposal. You may insert more columns, if needed.

Please contact Monty Marsh (mmarsh@cityofmadison.com) for any questions about clarifications regarding joint or singular proposals.

Revenue Source	Agency 2024 Total	Program A	Program B	Program C
Dane County	\$ 2,793,093.00	\$ 500,614.00	\$ -	\$ -
United Way of Dane County	\$ 1,193,655.00	\$ -	\$ -	\$ -
City of Madison-This program	\$ 510,000.00	\$ 510,000.00	\$ -	\$ -
City of Madison-Other Funding	\$ 6,841.00	\$ -	\$ -	\$ -
Other Government*	\$ 21,537.00	\$ 3,465.00	\$ -	\$ -
Fundraising/Donations**	\$ 1,858,475.00	\$ 95,427.00	\$ -	\$ -
User Fee	\$ -	\$ -	\$ -	\$ -
Total Revenue	6,383,601.00	1,109,506.00	-	-
City % of total Respite funding		46%		

*Other Government: includes all federal and state funds, as well as funds from other counties (outside Dane County), other cities, villages or townships

**Fundraising: includes funds received from foundations, corporations, churches and individuals, as well as those raised from fundraising events

Early Childhood Funding RFP Program Budget Breakout

Name of Agency:

RISE Wisconsin, Inc.

Instructions

Complete the table below by filling in the yellow cells. Formulas within this spreadsheet will autofill into the white Total Revenue cells.

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Please contact Monty Marsh (mmarsh@cityofmadison.com) for any questions about clarifications regarding joint or singular proposals.

Account Category	Agency 2024	Program A Budget	Program A City Request		Total City Request
		total budget including other funding sources	Requested from City as % of Respite funding		
A. Personnel					
Salary	4,171,173	793,078	364,549	\$ -	364,549
Taxes/Benefits	1,096,925	198,139	91,077	\$ -	91,077
Subtotal	5,268,098	991,217	455,627	\$ -	455,627
B. Other Operating					
Insurance	53,573	12,426	5,712	\$ -	5,712
Professional Fees/Audit	120,069	23,785	10,933	\$ -	10,933
Postage/Office & Program	146,967	11,370	5,226	\$ -	5,226
Supplies/Printing/Photocopy	-	-	-	\$ -	-
Equipment/Furnishings/Depr.	54,491	6,145	2,825	\$ -	2,825
Telecommunications	44,623	5,800	2,666	\$ -	2,666
Training/Conferences	28,493	1,351	621	\$ -	621
Food/Household Supplies	9,459	9,459	4,348	\$ -	4,348
Travel	70,218	603	277	\$ -	277
Vehicle Costs/Depreciation	-	-	-	\$ -	-
Other*	-	-	-	\$ -	-
Subtotal	527,892	70,939	32,608	\$ -	32,608
B. Space					
Rent/Utilities/Maintenance	83,289	16,343	7,512	\$ -	7,512
Mortgage Principal/Interest	33,214	8,589	3,948	\$ -	3,948
Depreciation/Taxes	119,696	22,281	10,242	\$ -	10,242
Subtotal	236,199	47,213	21,702	\$ -	21,702
D. Special Costs					
Assistance to Individuals	68,062	136	63	\$ -	63
Payment to Affiliate Orgs.	-	-	-	\$ -	-
Sercie/Program Subcontrs.	283,350	-	-	\$ -	-
Other*	-	-	-	\$ -	-
Subtotal	351,412	136	63	\$ -	63
Total	6,383,601	1,109,506	510,000	\$ -	510,000

Early Childhood Funding RFP Staffing List

Name of Agency:

RISE Wisconsin, Inc.

Instructions

Complete the table below by filling in the yellow cells. List all staff working within the program(s) included in this proposal. Formulas within this spreadsheet will autofill into the white Total Revenue cells.

Title of Staff Position: List the title of each person who will be paid under this proposal.

Program: List the letter of the program the individual will be work under. If this proposal only includes one program, just list "Program A"

Full Time Equivalent for the Proposal: Insert the percentage of the individual's time that will be paid for under this proposal. To determine the FTE, take the number of hours the person will spend under this proposal and divide it by the total number of hours in a year (2080). For the example below, the Executive Director will spend 520 hours per year under the proposal for Programs A and B. So, the FTE is 520/2080 = .25

2024 Annualized Salary: Insert the total salary for the individual in 2024 (not including taxes or benefits)

2024 Taxes and Benefits: Insert the total taxes and benefits that will be paid for this individual in 2024

2024 Hourly Wage: Insert the hourly wage that the individual will be paid (not including taxes or benefits). Divide the total annual salary for the individual divided by the total number of hours they will work. In the example below, \$50,000 is divided by 2080 = \$24.04

Amount Requested from this Proposal: Insert the amount of funding you are requesting for this individual under this proposal

Please contact Monty Marsh(mmarsh@cityofmadison.com) for any questions about this sheet.

Title of Staff Position	Program	Full Time Equivalent for this Proposal	2024 Annualized Salary	2024 Taxes and Benefits	2024 Total	2024 Hourly Wage	2024 Amount Requested in this Proposal
					\$ -	\$ -	\$ -
Child & Family Service Advocate	Program A	1.00	\$ 47,411.31	\$ 13,485.62	\$ 60,896.93	\$ 22.79	\$ 27,443.26
Child Care Specialist	Program A	9.77	\$ 405,475.21	\$ 117,430.81	\$ 522,906.03	\$ 19.94	\$ 235,648.13
Family Advocate	Program A	1.00	\$ 47,411.31	\$ 11,352.11	\$ 58,763.42	\$ 22.79	\$ 26,481.79
Respite Center Program Coordinator	Program A	0.75	\$ 35,558.48	\$ 5,800.65	\$ 41,359.13	\$ 22.79	\$ 18,638.54
Respite Supervisor	Program A	1.00	\$ 53,560.00	\$ 12,488.11	\$ 66,048.11	\$ 25.75	\$ 29,764.65
Substitute Child Care Specialist	Program A	1.62	\$ 63,752.83	\$ 6,961.73	\$ 70,714.56	\$ 18.96	\$ 31,867.59
Accountant	Agency Wide	0.16	\$ 57,116.38	\$ 15,022.54	\$ 72,138.93	\$ 27.46	\$ 4,346.46
Accounting Assistant	Agency Wide	0.15	\$ 36,035.17	\$ 11,132.44	\$ 47,167.60	\$ 17.32	\$ 2,548.01
Accounting Manager	Agency Wide	0.15	\$ 77,806.08	\$ 18,042.74	\$ 95,848.82	\$ 37.41	\$ 5,335.48
Administrative Assistant	Agency Wide	0.16	\$ 42,848.00	\$ 6,881.95	\$ 49,729.95	\$ 20.60	\$ 2,997.72
Administrative Support Specialist	Agency Wide	0.13	\$ 46,361.54	\$ 12,478.09	\$ 58,839.63	\$ 22.29	\$ 2,706.31
Custodian	Agency Wide	0.21	\$ 17,674.80	\$ 2,929.78	\$ 20,604.58	\$ 17.00	\$ 1,595.32
Director Of Diversity, Equity And Inclusion	Agency Wide	0.17	\$ 81,608.03	\$ 26,504.07	\$ 108,112.10	\$ 39.23	\$ 8,005.89
Director Of Human Resources	Agency Wide	0.16	\$ 75,999.50	\$ 17,782.91	\$ 93,782.41	\$ 36.54	\$ 5,524.89
Director Of Respite & COE Programs	Agency Wide	0.39	\$ 72,573.80	\$ 17,290.23	\$ 89,864.03	\$ 34.89	\$ 16,312.13
Executive Admin Assistant	Agency Wide	0.15	\$ 46,361.54	\$ 13,405.32	\$ 59,766.86	\$ 22.29	\$ 3,259.08
Executive Director	Agency Wide	0.14	\$ 127,141.53	\$ 18,583.18	\$ 145,724.71	\$ 61.13	\$ 7,338.53
Facilities Manager	Agency Wide	0.26	\$ 57,736.61	\$ 10,303.87	\$ 68,040.48	\$ 27.76	\$ 6,510.25
Human Resources Payroll & Benefits Specialist	Agency Wide	0.16	\$ 54,472.13	\$ 8,294.52	\$ 62,766.65	\$ 27.52	\$ 3,799.07
Human Resources Specialist	Agency Wide	0.17	\$ 56,216.58	\$ 8,960.83	\$ 65,177.41	\$ 27.03	\$ 4,015.93
Office Coordinator	Agency Wide	0.16	\$ 58,423.25	\$ 8,804.69	\$ 67,227.94	\$ 28.09	\$ 3,914.92
Quality Assurance	Agency Wide	0.09	\$ 51,074.82	\$ 10,000.68	\$ 61,075.49	\$ 24.56	\$ 2,088.72
Systems Admin	Agency Wide	0.17	\$ 61,015.55	\$ 28,006.67	\$ 89,022.22	\$ 29.33	\$ 5,484.13