

BUILDING LOCAL CAPACITY UPDATE FOR THE CABINET

November 19, 2007

Project Management

- A letter of agreement for the 2008-2009 local capacity building co-investment in has been finalized between the Memorial Fund, the CT Early Childhood Education Cabinet and the State Department of Education.
- The Collaborative Management Team (Carmen Siberon representing the Memorial Fund, Joy Staples representing the Cabinet and Harriet Feldlauer representing SDE) has been meeting regularly to oversee the project.
- Laura Downs from Morrison Downs Associates, Inc. has been retained by the Team to serve as the project manager.

2008-2009 Community Grants

- The local capacity building RFP was distributed to eligible communities on October 19, 2007 and applications are due on November 16, 2007.
- Thirty five (35) communities attended the mandatory bidder's conference on November 11, 2007 and included nineteen (19) competitive districts and fifteen (15) priority district communities. A question and answer document was distributed to the bidder's conference participants a week after the session.
- A diverse review team has been established that includes individuals from across the state. Each application will be reviewed by three people. The Collaborative Management Team will make funding decisions by mid-December 2007.

Process Documentation

Marcela Gutierrez from OMG Center for Collaborative Learning has been retained as the process documenter. The documentation effort will focus on capturing how the public/private partnership unfolds over the next two years in terms of how did the partnership function; what was the added benefit from the community perspective; what factors facilitated and/or hindered implementation of the initiative at its various stages; and what, if any practices within the individual partners' organizations were modified to support the partnership. The lessons learned will be used to inform future public/private efforts to build and maintain local capacity.

Technical Assistance

The Graustein Memorial Fund is in the process of identifying community planning technical assistance vendors for Discovery. The goal is to leverage these technical assistance resources with the community planning grant resources. The Collaborative Management Team will be looking at a technical assistance approach in December to share with funded communities.

Local Capacity Standing Committee of the Cabinet

The local capacity development ad-hoc group met in November to discuss the roles and responsibilities of the local capacity standing committee and the Collaborative Management Team. David Nee thanked the ad-hoc group for their work. The group will form the nucleus of the standing committee which will next be convened by the Cabinet.