



REQUEST FOR PROPOSALS

Head Start/Early Head Start Program

Early Childhood Mental Health Consultation

Submit Proposals by 4:00PM, June 20, 2025 to:

Llirraf'O, Inc. dba O'Farrill Learning Center

Contact Name: Sonia O'Farrill

Address: 6741 SW 24th Street, Suite 31, Miami, FL 33155

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Announcement Date will be Monday, June 23, 2025

Instructions

Please read the RFP and submit a proposal that addresses each area outlined below in the Response Requirements to the contact named above.

Program Description

O'Farrill Learning Center was conceived by Mateo and Francisca O'Farrill, who came to the United States escaping communism from Havana, Cuba in the 1960's. Francisca became one of the original Cuban teachers chosen to work for Head Start in the first center created for Hispanic children. For the next 23 years, she continued working as lead teacher and center director for several centers; while Mateo took the role of Curriculum Specialist for the Head Start Program in Miami. After retirement, they decided to start their own childcare and within the first two years of service, received the "Gold Seal Accreditation" from the National Association for the Education of Young Children. Apart from their service in education, they were also very active in the arts, performing with the Miami Beach Philharmonic and sharing the stage with musical giants, like Armando Manzanero and Rene Touzet. In 1995, Francisca sang "Cecilia Vlades" at the National Convention of Head Start in Washington, D.C. for Bill Clinton and several U.S. Senators. As of July 2008, Southwest 67th Avenue, from sixteenth to twenty-fourth street was named after Francisca, for her continued service to education and the arts.

The agency's services include pre-kindergarten literacy program to ensure school readiness for children entering Kindergarten, providing year-round out-of-school literacy, fitness, social skills and enrichment curricula and reinforcement to achieve scores of excellence on the Florida Assessment of Student Thinking (FAST) Progress Monitoring (PM 1-3) for school age children, and assisting low-income families achieve stability and self-sufficiency through the Head Start/Early Head Start Programs. All participants served are low-income (below the Federal Poverty Guideline), and consequently, all services are provided free of charge.

Scope of Services

The Licensed Mental Health Consultant provides mental health consultation and support to Head Start and Early Head Start staff, children, and families.

In an effort to promote the school readiness of low-income children by enhancing their cognitive, social, and emotional development, the Licensed Mental Health Consultant will provide services to approximately 10% of 242 Head Start Children and 10% of 8 Early Head Start Children.

Duties expected of the Licensed Mental Health Consultant:

1. Implement program practices which promote the healthy social and emotional development of all children, including children with disabilities. This includes:
 - Utilizing an early childhood mental health consultation model that strengthens program and classroom practice, is child and family centered and is culturally appropriate.
 - Ensure that the validated screening instruments selected to assess the social, emotional and behavioral development of children ages four (4) weeks to five (5) years of age are utilized appropriately within the program.

- Providing direct guidance to center staff on how to use the findings from the screening and assessment instruments to address the individual needs of each child utilizing multiple sources of information, including a review of all screening results and parent observations.
2. Provide clinical guidance to center staff regarding how to design and implement program practices which are responsive to the identified social, emotional and behavioral mental health concerns of an individual child or group of children utilizing Program selected approaches. Conduct general classroom observations as needed and individual classroom observations as needed with parental consent. Assist the classroom staff in implementing strategies which include the universal promotion of healthy social and emotional development for all children utilizing the recommendations from selected assessment instruments. Ensure that child mental health activities are integrated until curriculum and lesson plans.
 3. Provide opportunities for parents and staff to discuss with the child mental health professional ways of structuring the child's program and implementing strategies and plans which will foster development for children with atypical developments. Work in partnership with assigned social services, mental health and disabilities staff to locate appropriate providers for an individual child or family who would benefit from such services. Ensure that all referrals, follow-up and ongoing efforts are documented on Program selected forms.

Schedule

Services will be provided on site at selected O'Farrill Learning Center Head Start centers on a frequency of 30 hours per week. Schedule will be determined by the O'Farrill Learning Center and the Licensed Mental Health Consultant. A regular schedule of onsite mental health consultation involves the licensed mental health professional, program staff and parents and utilizes a multi-disciplinary team planning approach to address strengths and identified areas of concern. The maximum amount payable for services rendered under this contract should not exceed 120 hours of service per month.

Minimum Qualifications:

Master's degree in Social Work, Psychology, or a related field. At least three (3) years of progressively professional experience in the delivery of early childhood mental health services and have knowledge of strengths based, family centered practice in an early care setting. Must be licensed in the state of Florida as a Licensed Clinical Social Worker (LCSW), Licensed Mental Health Counselor (LMHC), Licensed Marriage and Family Therapist (LMFT), Licensed Psychologist or State Certified Child Development Specialist or an advanced registered nurse practitioner certified under Section 464.012, Florida Statutes, and who is certified by a board approved national certification. Experience with Head Start/ Early Head Start preferred. A CSEFEL Teaching Pyramid Model-Positive Behavior support certification or credential must be obtained within 90 days of agreement execution.

Response Requirements (to be included in Proposal) DEADLINE 06-20-2025

(Contact Name)

(Address, City, State, Zip)

(Phone Number)

(E-mail)

References

Please include letters and contact information from two references who can comment on your ability to provide similar services as described in this RFP.

Cost Estimate

Please submit a quote with the in-kind portion reflected. The hourly rate for such services must be clearly defined in the quote.

Resume/Qualifications

Please include resume and copies of licenses, and credentials.