

REQUEST FOR PROPOSALS (RFP)

DATA CONSULTANT FOR CHILD WELL-BEING ASSESSMENT

Position: Data Consultant

Status: Part-Time Consultant

Location: Baton Rouge, Louisiana - Hybrid

Reports to: Louisiana CASA Executive Director

Submission Deadline: January 30, 2024



Proposals should be submitted electronically to admin@louisianacasa.org with the subject line "Data Consultant RFP Submission" by Tuesday, January 30, 2024. Proposals should include the below materials.

- A cover letter introducing yourself and your relevant experience.
- A detailed proposal outlining your approach to the project, timeline, team, and milestones.
- Past work samples or case studies showcasing similar projects.
- References from at least three past clients.
- A detailed budget proposal.

Project Introduction

Louisiana Court Appointed Special Advocates (CASA) is seeking a qualified Data Consultant to lead the process of revamping our current Child Well-being Assessment tool. This project will entail close collaboration with our Child Well-being Assessment Committee, composed of local program Executive Directors, dedicated staff, and other crucial stakeholders. The aim is to utilize collective insights, existing data, and expert guidance to create a more effective and comprehensive assessment tool compatible with our Optima software platform.

Project Background

Louisiana Court Appointed Special Advocates (CASA) has, for years, worked diligently across the state to support the 18 local CASA programs in their efforts to champion the rights and needs of abused and neglected children. One of the core tools in achieving this mission has been the Child Well-being Assessment. The purpose of the assessment is to capture a comprehensive view of the overall well-being of children, serving as a touchstone for our interventions and the guidance we provide to the judicial system.

As the child welfare landscape evolves, so too do the challenges and intricacies associated with assessing child well-being. Our aim is not just to keep pace, but to lead in our understanding and assessment capabilities. In recognition of the need for a more robust, data-informed, and user-friendly tool, Louisiana CASA, in partnership with our stakeholders, embarked on the initiative to revamp the existing Child Well-being Assessment. This step is not just about improving a tool, but about deepening our impact and the value we bring to the children we serve.

With the establishment of the Child Well-being Assessment Committee—a dedicated group of local program Executive Directors, staff, and vital stakeholders—we're pooling our collective knowledge and expertise. We recognize, however, that expert guidance in data-driven methodologies and tool development is essential to our success. This RFP seeks a Data Consultant who can bring that expertise to bear, working in tandem with our committee to ensure the revamped assessment is both innovative and perfectly tailored for Louisiana's children.

Project Scope:

The selected consultant will:

- Review and analyze the existing Child Well-being Assessment tool.
- Engage with key stakeholders, including CASA staff, volunteers, and partners, to gather input and feedback.

- Propose and design a transformed Child Well-being Assessment tool that captures physical, emotional, and mental well-being outcomes more effectively.
- Ensure compatibility and smooth integration with the Optima software platform, emphasizing data security and privacy.
- Facilitate training sessions or workshops, if necessary, to familiarize stakeholders with the new tool.

Qualifications:

- Proven experience in data analysis and consultancy, preferably within child welfare or a related field.
- Familiarity with the child protection system and well-being assessment tools.
- Demonstrated ability to lead projects from conception to completion.
- Strong communication and stakeholder engagement skills.
- Proficiency with data management software, including integration best practices.

Proposal Requirements:

Interested consultants should submit the following:

- A cover letter introducing themselves and their relevant experience.
- A detailed proposal outlining their approach to the project, timeline, team, and milestones.
- Past work samples or case studies showcasing similar projects.
- References from at least three past clients.
- A detailed budget proposal.

Submission Details:

Proposals should be submitted electronically to admin@louisianacasa.org with the subject line "Data Consultant RFP Submission" by Tuesday, January 30, 2024.

Selection Process:

Proposals will be reviewed by a selection committee. Shortlisted candidates may be invited for an interview or presentation. Proposals will be assessed based on the following selection criteria:

- **Expertise:** Proven experience in data-driven methodologies and tool development, especially in the context of child welfare or related fields.
- **Relevant Experience:** Past work on similar projects, with specific emphasis on assessment tools and their impact.
- **Approach and Methodology:** Clear understanding of the project's needs and a comprehensive approach to meeting those needs, as detailed in the proposal.
- **Team Composition & Structure:** Where applicable, the qualifications, roles, and experience of the team members who will be part of the project.
- **References:** Positive feedback from previous clients or employers, specifically regarding similar projects.
- **Cost:** While cost is an essential factor, Louisiana CASA is dedicated to ensuring that quality isn't compromised. Proposals will be assessed for their cost-effectiveness, value proposition, and transparency of cost breakdown. The goal is to strike a balance between affordability and excellence.

Additional Information:

- This position is for a part-time consultant
- This position is a hybrid position. Most of the work will be done remotely but the consultant will occasionally need to come to in-person meetings in Baton Rouge, Louisiana.

Contact:

For questions or more information, please contact Amanda Moody at amoody@louisianacasa.org or 225-930-0305.

Organization Summary

Louisiana CASA is the statewide association for 18 local CASA programs serving 61 parishes. We work to connect each part of the CASA community and empower the local programs to perform at their highest level. At the local level, the programs recruit, train and supervise Court Appointed Special Advocate (CASA) volunteers to advocate for children involved in the child welfare system and improve their well-being. At the state level, Louisiana CASA provides support, training, and services to help the local programs operate effectively.



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