

Onslow County Partnership for Children

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Review Process for Smart Start Activity Proposals, FY10/11

Listed below are the steps of the OCPC review process:

The **RFP** will be issued to the public, seeking proposals for specified services to enhance the quality of life for children birth to age five in Onslow County. The **RFP** will be placed in the local or regional newspaper and on the Onslow County Partnership for Children website.

- Onslow County Partnership for Children (OCPC) staff members (Executive Director, Program Coordinator, and Program Evaluator) review submitted proposals and make recommendations to the OCPC Board of Directors Contracts Committee.
- The OCPC Board of Directors Contracts Committee meets with OCPC staff members to discuss/review the submitted proposals and consider the recommendations of staff.
- The Contracts Committee makes their recommendations to the OCPC Board of Directors Executive Committee.
- The Executive Committee meets with OCPC staff members to discuss/review the submitted proposals and consider the recommendations of the Contracts Committee.
- The Executive Committee makes their recommendations to the full OCPC Board of Directors.
- The OCPC Board of Directors meets to consider the recommendations of the Executive Committee and votes on the activities to be submitted to the North Carolina Partnership for Children for review.

The document **Assessment of Activity Applications** is used by the OCPC staff and committees to evaluate each proposal that is received in response to the **RFP**.