

REQUEST FOR PROPOSALS (RFP)

Evaluation of Henry Street Settlement's 2Gen Program in the ESOL Workforce Development Program

I. Introduction & Background

Henry Street Settlement is a nonprofit organization that opens doors of opportunity for Lower East Side residents and other New Yorkers through social services, arts, and health care programs. Our mission is to empower individuals and families by providing comprehensive and innovative services that foster self-sufficiency and well-being.

Workforce Development Programs:

- **ESOL Programs:** We offer English for Speakers of Other Languages (ESOL) classes designed for individuals aiming to improve their English proficiency for employment purposes as well as their personal development. Our classes focus on enhancing speaking, listening, reading, and writing skills, contextualized for work.
- **2Gen “Learning Together” Program:** This initiative supports the children of individuals enrolled in our ESOL workforce development program. We address the holistic needs of these children, including educational support, socio-emotional development, and overall family well-being.

II. Project Scope & Goals

The selected consultant will:

- Develop metrics to assess the impact and effectiveness of the 2Gen program.
- Provide a holistic description of program outcomes for both parents and children.
- Identify key indicators that measure educational, socio-emotional, and workforce-related success.
- Recommend data collection strategies and evaluation methodologies to track program success over time.

III. Consultant Qualifications

Ideal candidates will have:

- Demonstrated expertise in evaluating 2Gen models and family-centered programs.
- Experience working with ESOL learners and workforce development initiatives.
- Knowledge of best practices in assessing socio-emotional development in children and workforce outcomes for immigrant families.
- Strong qualitative and quantitative data collection and analysis skills.

IV. Scope of Work & Methodology

The evaluation will involve:

1. **Program Review** – Understanding program components and participant demographics.
2. **Metric Development** – Establishing indicators for tracking program success.
3. **Data Collection** – Utilizing surveys, focus groups, interviews, and secondary data analysis.
4. **Outcome Analysis** – Assessing trends and areas for improvement.
5. **Final Report & Recommendations** – Providing actionable insights and recommendations for program enhancement.

V. Proposal Requirements

Proposals should include:

- Organizational qualifications and experience with similar projects.
- Proposed evaluation approach and methodology.
- Work plan and timeline.
- Budget breakdown and justification.
- References and samples of previous work.

VI. Selection Criteria

Proposals will be evaluated based on:

- Experience and expertise in 2Gen program evaluation (30%)
- Quality and feasibility of proposed methodology (30%)
- Cost-effectiveness (20%)
- References and past performance (20%)

VII. Submission Guidelines

- **Deadline for submissions:** May 22, 2025
- **Proposal submission:** Please email your response to Jeremy Reiss, Executive Vice President, Partnerships and Innovation, jreiss@henrystreet.org.

Henry Street Settlement reserves the right to accept or reject any proposal and to negotiate with the most qualified bidder. We look forward to partnering with a consultant to enhance our 2Gen program's impact and effectiveness.

We appreciate your interest and welcome proposals from experienced evaluators committed to advancing opportunities for immigrant families through holistic, family-centered approaches.