

Request for Information

Development of a Child Developmental Assessment Tool

ChildPlus Software

March 26, 2018

Introduction:

[ChildPlus Software](#), the leading program management software, serving approximately 70 percent of all Head Start and Early Head Start programs in the United States, is requesting information regarding the development of a child developmental assessment tool for young children. All organizations or individuals are invited to respond to this [Request for Information](#) (RFI).

The purpose of this RFI is to identify organizations, services, suppliers, and individuals with experience in designing or evaluating early childhood developmental assessment instruments. It should not be construed as intent, commitment, or promise to acquire an organization's or individual's services, skills, or expertise.

Information submitted in response to this RFI will become the property of ChildPlus Software. ChildPlus will not pay for any information provided nor is it liable for any costs incurred by any organization.

Objective:

The objective of this project is the development of a child development assessment instrument for use within ChildPlus Software. We are seeking organizations and/or individuals with appropriate knowledge, experience, and credentials to develop an assessment instrument and guide the process for its implementation including the construction of instrument items; determining the skills, attributes, credentials, and experience for the development team, whose roles could include developers, editors, researchers, assessors, or advisors; and to guide validity and reliability field testing. The tool should meet the criteria outlined in the NAEYC-NAECS/SDE Position Statement on Curriculum, Assessment and Program Evaluation, align with the Head Start Early Learning Outcomes Framework, and consider individual state early learning guidelines. It is essential the tool be determined valid and reliable, developmentally appropriate for children birth to five, adaptive for children with disabilities, and responsive to cultural and linguistic differences.

Summary:

The assessment tool will allow early childhood professionals to make decisions for teaching and learning for both individuals and groups of children and identify and promote ongoing program improvement. It will support children's learning and drive instruction, identify children in need of additional support or intervention, be a component of overall program evaluation, monitor trends for teacher professional development, and promote continuous program improvement.

Assessment methods used in the tool should be developmentally and linguistically appropriate. The tool should be comprehensive, utilize authentic methods of assessment, and include developmentally and educationally significant goals that support existing early childhood curricula currently used by practitioners and align with early learning standards including the Head Start Early Learning Outcomes

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Framework and reflect state early learning guidelines for infants, toddlers and pre-school children. ChildPlus has a long-term goal of developing an early childhood curriculum aligned with the assessment instrument.

Intellectual Property and Copyright:

It is the intention of ChildPlus to retain all of the intellectual rights, including copyright of the instrument that results from this project. We anticipate crediting the author(s) and/or associated organizations when referencing the instrument, but the sole compensation to the author(s)/organizations will be the agreed upon cost of the development of the instrument. It is the desire of ChildPlus to use the instrument in perpetuity without the payment of royalties, licensing, fees, or any other amount to the author(s)/organizations. The resultant instrument will be the sole property of ChildPlus Software.

Deliverables:

- Initially, the tool will be developed as a hard copy set of materials that can easily be digitized and incorporated into the ChildPlus Software system. This RFI only addresses the hard copy materials;
- The development of an instructional manual to ensure the instrument will be used as intended;
- The development and facilitation of training for ChildPlus staff who will in turn train and coach program education managers and staff;

Project Budget Statement:

Our goal for this project is to create the highest quality assessment instrument possible; therefore, ChildPlus is prepared to substantially fund this project.

Expected Project Timeline:

This project is a high priority for ChildPlus and our objective is to expedite the development of the tool; however, we do realize a project of this scale takes time. We anticipate that from the onset of the project to the roll out of the valid and reliable assessment tool and materials, this project could span 12 to 24 months.

Responses:

To respond to this RFI, click [here](#) and respond to the questions.

Process for Responding to Interested Parties:

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A review of responses will begin upon submission and continue through May 2018. During this period, organizations and individuals can expect to be contacted with questions and if needed for additional information or clarification. Respondents can expect information on partnership decisions by June 10, 2018.

Contact:

This is not a closed or sealed bid, should you have questions about the project or the RFI you are welcome to communicate with us freely. All comments and questions will be posted and we will respond to each post. In addition, all interested parties will have access to the comments, questions, and responses.

Click [here](#) to submit a question.

Click [here](#) to review comments.

Email cathe.kuker@childplus.com

Thanks for your interest in this project. If you know of other qualified organizations or individuals, please forward this RFI to them.