

## **Request for Proposal (RFP)**

### **Student Enrichment Programs for the 2025–2026 School Year**

**Issued by:**

Brazo de Oro Children’s Foundation  
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Philadelphia, PA 19124  
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**Issue Date:** May 1, 2025

**Proposal Due Date:** August 1, 2025

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## **1. Purpose**

The Brazo de Oro Children’s Foundation is seeking proposals from qualified vendors, organizations, and individuals to provide enrichment programs for students during the 2025–2026 school year. Programs should enhance students’ educational experiences and support their social, emotional, and career development.

## **2. Scope of Services**

We seek engaging, age-appropriate, and culturally responsive programs in the following areas:

- Music Education
- Art Education
- Dance Instruction
- Gardening and Environmental Education
- Crisis Prevention Workshops
- Trauma-Informed Workshops and Support
- Financial Literacy Programs
- Career Development and Readiness Workshops

Vendors may submit proposals for one or multiple program areas. Programs may be delivered during the school day, after-school hours, or weekends.

Programs should aim to:

- Enhance student creativity, confidence, and problem-solving skills.
- Support student social-emotional health and resilience.
- Prepare students for future academic and career opportunities.
- Promote wellness, safety, and personal empowerment.

## **3. Vendor Qualifications**

Qualified vendors should:

- Have documented experience delivering student programs in school or youth-serving environments.
- Demonstrate cultural competence and inclusivity in program design and delivery.
- Provide staff with appropriate credentials, clearances (e.g., background checks), and relevant training.
- Show the ability to tailor programs to different grade levels as needed.

#### **4. Proposal Requirements**

Each proposal must include:

- Cover Letter: Introducing the organization and the program(s) proposed.
- Program Description: Objectives, curriculum/outline, session format (in-person/virtual), recommended age/grade range, and materials required.
- Vendor Experience: Organizational background and relevant experience.
- Staff Qualifications: Résumés or bios of key personnel.
- Budget and Fees: Detailed pricing structure, including costs per session, per student, or flat fees.
- Sample Timeline: Proposed schedule for delivery.
- References: At least two references from previous partnerships.

#### **5. Evaluation Criteria**

Proposals will be evaluated based on:

- Relevance and quality of program content
- Organizational experience and capacity
- Cultural competence and inclusivity
- Cost-effectiveness
- Flexibility and scalability of the program
- Staff qualifications
- References and past performance

#### **6. Submission Instructions**

Please submit proposals electronically (PDF preferred) to:

**Angela Villani**

**Chief Executive Officer/** [avillani@mbacs.org](mailto:avillani@mbacs.org)