

EXHIBIT A – GLOSSARY OF TERMS

A

Authorized Representative

An individual designated by the Contractor who has the authority to perform specified activities.

B

Budget

A numerical summary of the total intended expenditures for a specified contract period, including all other funds or in-kind support contributions relevant to the operation of the program.

Budget Narrative

A support document to the budget, which explains how budget values were determined and how they support the operations of the program. The narrative establishes a clear correlation/logical link to the Scope of Work-Evaluation Plan.

C

Capital Projects (Assets)

Land, improvements to land, easements, buildings, building improvements, vehicles, machinery, equipment, works of art and historical treasures, infrastructure, and all other tangible or intangible assets that are used in operations and that have initial useful lives extending beyond a single reporting period.

Commission

Kern County Children and Families Commission, also known as First 5 Kern.

D

Direct Services

Direct services refer to hands-on interventions or assistance provided directly to an individual or group of children aged 0 to 5, their parents, other family members, and/or individual service providers. These services involve face-to-face interactions that address the specific needs of the recipients.

E – H

No Listing

I

Independent Certified Public Accountant

An independent certified public accountant includes public accountants as described in Generally Accepted Auditing Standards prescribed by the American Institute of Certified Public Accountants, or a federal, state, or local government audit organization that meets the general standards specified in the Generally Accepted Government Auditing Standards. *An organization's internal auditor would not be acceptable.*

Independent Evaluation Committee

The Independent Evaluation Committee thoroughly reviews and evaluates submitted proposals and makes recommendations to the Project Review Committee.

Indirect Cost

Costs incurred for common or joint program objectives that cannot be readily assigned a particular final cost objective. Unlike direct costs, these costs do not provide a measurable, direct benefit to a particular program or activity. Indirect costs may include activities such as legal services, human resource functions, accounting activities, and administrative oversight.

In-Kind Support

Non-cash support in the form of goods or services that add value to program activities. In-kind may be provided by either the applicant organization or an outside source.

J – N**No Listing****O****Organization**

An entity or business that offers specialized services to individuals, organizations, or communities.

Organization Support

Matching cash funds provided by the applicant organization committed to program activities. Costs allocated and shared between First 5 Kern and the applicant organization to meet a common goal.

P**Parents/Guardians**

Parents/Guardians are adults acting as the legal, primary caregivers for a child aged zero to their sixth birthday. Examples include parents, expectant parents, legal guardians, foster parents, grandparents, adopted parents, or other family members.

Program

A program is a systematic and organized set of activities, tasks, or initiatives designed to achieve specific goals or objectives.

Project Review Committee

The Project Review Committee (PRC) is an ad hoc committee convened by the Commission to oversee and assess projects funded by First 5 Kern.

Promising Practices

Programs and strategies that show positive outcomes based on limited scientific research or data are considered effective for achieving specific goals and objectives aligned with the activity or program. However, they do not possess enough evidence to draw generalizable conclusions.

Providers

Health, social service, childcare and education providers, or other persons who provide services to pregnant women and/or children ages zero to their sixth birthday, or who participate in First 5 Kern training or support programs.

Q**No listing****R****Request for Proposals (RFP)**

Document outlining the bidding process and contract terms and provides guidance on how the bid should be formatted and presented. This creates a transparent competition for organizations seeking funding.

Results-Based Accountability

Results-Based Accountability (RBA) is a performance management framework and strategic planning approach designed to improve the effectiveness and outcomes of programs, organizations, or initiatives. It emphasizes a focus on achieving measurable results and accountability for those results. RBA is widely used in the public and nonprofit sectors, and it involves a structured process for planning, implementing, and evaluating initiatives.

Research-Based

Research-Based Practices are formulated by integrating the most recent and reliable research in the field. This ensures users can trust the effectiveness of the strategies and activities within the program or practice, as they are firmly grounded in scientific evidence. Research-Based Practices may not have undergone rigorous research in controlled settings.

S

Scope of Work-Evaluation Plan (SOW-EP)

The SOW-EP details the data collection tools, services, reporting unit, and annual targets. If awarded, the SOW-EP will be an attachment to the contract agreement, providing guidance for the program's activities throughout the funding cycle.

Start-up Organizations

A start-up organization refers to an organization that is currently in the early stages of development or not yet established. The funds being requested will be utilized to acquire assets essential for launching and establishing the organization. *See page 3 of the RFP - start-up organizations are ineligible.*

Strength-Based Approach

A strength-based approach is a perspective or methodology that focuses on identifying and leveraging an individual's or a community's inherent strengths, assets, and positive qualities as a foundation for growth, development, and problem-solving. Instead of primarily addressing deficits or weaknesses, a strength-based approach seeks to recognize and build upon existing capabilities, resources, and positive attributes.

Supplanting

Occurs when new funds are used to fund existing programs. No funds provided by the commission should be used to supplant state or local general fund money for any purpose. In general terms, the word supplant means to take the place of, or take the place of something else.

Sustainability

Fiscal sustainability refers to the ability of a program to sustain itself beyond First 5 Kern dollars. Sustainability is demonstrated when funded programs/applicants maximize multiple funding opportunities from other private, local, state, or federal programs.

T

No listing

U

Unduplicated Count

An unduplicated count is a measure that ensures each individual or item is counted only once within a specified period or dataset, regardless of how many times the individual or item might appear. This is used to obtain an accurate total number of unique participants, or items, eliminating any double counting. At the Commission, this term typically refers to the unique individuals served each fiscal year, ensuring that each participant is counted only once per year.

V – Z

No Listing