

GREENE COUNTY CHILDREN AND YOUTH AGENCY

REQUEST FOR PROPOSALS (RFP)

Why Try Curriculum

SERVING GREENE COUNTY, PENNSYLVANIA

All proposals must be submitted to the address below.

**Attention: Greene County Controller for Greene County CYS
93 E. High Street
Waynesburg, PA 15370**

Attention:

Five (5) original copies of the proposal must be received by 4:00PM, 5/31/2023

Late proposals will not be considered.

All pages of the proposal must be numbered.

Please submit the following information:

Agency Name: _____

Address: _____

Telephone: _____ Fax: _____

Email: _____ Contact Person: _____

Submitted by: *(Please Print Name & Title)*

(Signature) _____ Date: _____

GENERAL INFORMATION:

Greene County Children and Youth Service (GCCYS) and Greene County Juvenile Probation (GCJPO) are seeking a provider to deliver WhyTry Services for youth in grades K thru 12. The provider will work to meet the needs of the youth while working closely with the referring county agency to avoid further issues regarding Truancy.

TARGET POPULATION:

Greene County eligible age youth (5-21). Youth may be presently involved with GCCYS or GCJPO.

SCOPE OF SERVICES

The Why Try program is designed to help teachers, counselors and social workers provide a more diverse curriculum to students K-12.

- These services should be in a setting that will allow the child to be comfortable and without distractions
- The provider will need to establish a relationship with the child and caregivers prior to starting the program and continuously maintain it
- The provider will need to assess the child and their learning style and abilities.
- Identify the possible causes of Truancy, if applicable.
- The provider worker will need to have the ability to communicate effectively with our agency and the school, if needed.
- The provider will need to provide progress notes weekly to the agency, reflecting:
 - Relation building
 - Lessons reviewed, with details of the youth and caregivers' interactions.
 - Observations of improvement, concerns, or input from youth and caregivers.

WhyTry is a flexible toolkit and curriculum for K-12 teachers and counselors and social workers. It provides simple, hands-on strategies and resources to help motivate the unmotivated student, support students with trauma, improve engagement, and increase academic success. The idea is straightforward: teach life skills and resilience to youth in a way they can understand and remember.

All services provided must adhere to all respective federal, state and local standards, regulations, and laws.

SERVICE OBJECTIVES:

- Increasing attendance and participation of youth, families and caregivers
- Bring attention to special learning styles needed by the youth, that can be conveyed to the family, caregivers and school
- Motivate students to improve in all areas of education: participation in class, homework, utilizing resources, understanding future need
- Complete the lessons of the Why Try Curriculum
- Development of skills that enable Youth to successfully motivate the unmotivated student

- Identify skills necessary to alleviate trauma, improve engagement and increase academic success.
- Identify teaching of life skills and resiliency to youth in a way they understand and remember for their ongoing education.
- Provide assistance in avoiding Truancy and other related behaviors that contribute to the Truancy.
- Work with the GCCYS and GCJPO to create a culture of ongoing growth and development of those involved within these systems experiencing educational issues.

MINIMUM QUALIFICATIONS

All applicants **must** meet the following minimum qualifications to be considered for this procurement process:

1. Be experienced in providing services to the target population
2. Agency is properly registered/licensed to operate in Pennsylvania
3. Be committed as an organization to the concepts of trauma informed care
4. Direct service workers- bachelor degree level or above

Additional preferred qualifications:

1. Provider has physical location with one mile radius of Greene County Courthouse
2. Access to a facility or community resource that could be used for educational skill building in the community (utilization of libraries).

INTENT

It is the intent of Greene County to solicit proposals with the intention of executing a contract. This notwithstanding, any proposal shall be submitted with the following expressed understanding:

- This Request for Proposals (RFP) is not subject to the competitive bidding process and any contract entered into as a result of any proposal will not be based on the concept of the “lowest cost applicant”;
- Greene County reserves the right to reject any applicant at any time that does not sufficiently document that they are able to meet the minimum qualifications to respond to this RFP;
- Greene County has the right to reject any and all proposals at any time during the process;
- Greene County may modify the selection process or the scope of the project or the required responses at any time;
- All costs of developing proposals and any subsequent expenses relating to contract negotiations are entirely the responsibility of the applicant and may **not** be charged to Greene County.

INCURRING COSTS

Greene County is not liable for any costs incurred by applicants for work performed in preparation of a response to this RFP.

PROPOSAL REVIEW

Greene County reserves the right to reject any and all proposals received as a result of this RFP, and to negotiate separately with competing applicants. If all proposals are unacceptable, the County reserves the right to reject the proposals at any time during the process and to issue a new RFP.

SELECTION/REJECTION PROCEDURE

Applicants whose proposals are selected will be notified in writing as to their selection. Applicants whose proposals are not selected will also be notified in writing by Greene County. Applicants responding to this RFP will not receive any feedback on the quality of their responses or the selection process.

UPON AWARD:

- An adequate reimbursement rate for this service will be agreed upon by all parties
- There is no commitment by Greene County on anything beyond what is directly stated in this RFP.

The award resulting from this RFP does not ensure that the need is sufficient to support the development and/or sustainability of this service.

Directions:

1. Be sure your agency meets all the minimum qualifications prior to completing your response;
2. Respond to the questions in the sequence that they appear in the RFP and as completely as possible;
3. There is no page limit to responses;
4. All responses must be typed using 12 pt. font;
5. Additional supporting or requested documentation should be attached as Appendices.

Questions pertaining strictly to information contained in the RFPs may be submitted in writing via email to

Mark Starostanko – mstarostanko@co.greene.pa.us

&

Brandy Yekel – byekel@co.greene.pa.us

up to **close of business 5/31/2023**

REQUEST FOR PROPOSALS

Please provide cover sheet to include the following:

1. Name of agency
2. Address
3. Telephone Number
4. Administrator or Director
5. Contact Person (name and title)
6. Telephone Number for contact person
7. Email address
8. Address of site proposed for use under this contract (if known)
9. Number of years this agency has been providing support for youths and families
10. Listing of applicable specialized certifications
11. Agency mission statement
12. Other services offered by agency

Please provide the following information regarding your ability to provide Why Try services to K-12 youth in Greene County.

1. Background statement and prior experience
 - a. Describe the agency's experience working with children and families.
 - b. Please describe the agency's understanding of services being requested by this RFP.
2. Organization and administration
 - a. State the name and qualifications of the person who will be responsible and accountable for this contract and who will supervise the program on a daily basis
 - b. Describe initial and on-going training provided to staff who will work with this program.
 - c. Provide job descriptions for positions that will be created for this program.
3. Please describe in detail the agency's background, experience and present activity as well as the philosophy of the organization, which will enable it to successfully provide the proposed services to youth residing in Greene County, in the following areas:
 - a. at the administrative level.
 - b. at the direct service level.
4. Service delivery description
 - a. Provide a name for the program
 - b. List the location(s) where the service will be delivered.
5. Specific service requirements
 - a. Program description.
 - b. Staffing pattern and complement.
 - c. Record keeping and reporting.
 - d. Assessment tool, sample plan, proposed outcomes.

6. Describe your agency's experience in collaborating and coordinating with community partners, county agencies, and educational institutions.
7. Describe your agency's experience in, and statement of purpose in, providing Why Try services (e.g. assessments, services that will be offered, outcome measurements). More specifically, articulate the agency's goals and objectives in meeting the needs of youth/students participating in Greene County.
8. Describe in detail the target population you have or plan to serve through Why Try Curriculum. Include information detailing the agency's experience in treating high risk and special populations, (e.g. individuals involved in the juvenile justice system, individuals that are victims of domestic abuse). Also, include a statement of nondiscrimination and a statement that the agency agrees to service all diagnostic categories.
9. Described proposed budget on providing Why Try for Greene County Youth. Budget should be based on 25 youth participating in the program monthly.
10. Provide any other information the organization would like to offer, such as letters of recommendation, to support the proposal.

END OF RFP