



OYS Pre – Proposal Conference

March 19, 2024. Presenter: Anisa L. Evans-Tucker, MSW, Older Youth Initiatives Manager



**Request for Proposal – 25
Older Youth Services**

**Older Youth Initiatives
Child Welfare Services Division**

AGENDA

March 19, 2024



- General Information
- Purpose of RFP
- Scoop of Work
- Terms of the Contract
- Key Dates
- Executive Summary
- Business Proposal
- Technical Proposal
- Cost Proposal
- Proposal Preparation
- Proposals Submission
- Questions & Additional Information



General Information



→ Please sign the sign in sheet for attendance



→ The pre – proposal presentation will be posted on the DCS webpage “Current Request for Proposal”



→ In the event a question is asked and responded to; any verbal response is not considered binding.



→ Respondents must submit all question formally in writing on the Q & A Template (Attachment G) and email to Michael Sturm @ michael.sturm@dcs.in.gov by 3:00pm Eastern Time on 3/29/23.



Purpose of the RFP

The purpose of this RFP is to select vendors that can satisfy the Departments needs for the Chafee Program – Older Youth Services:

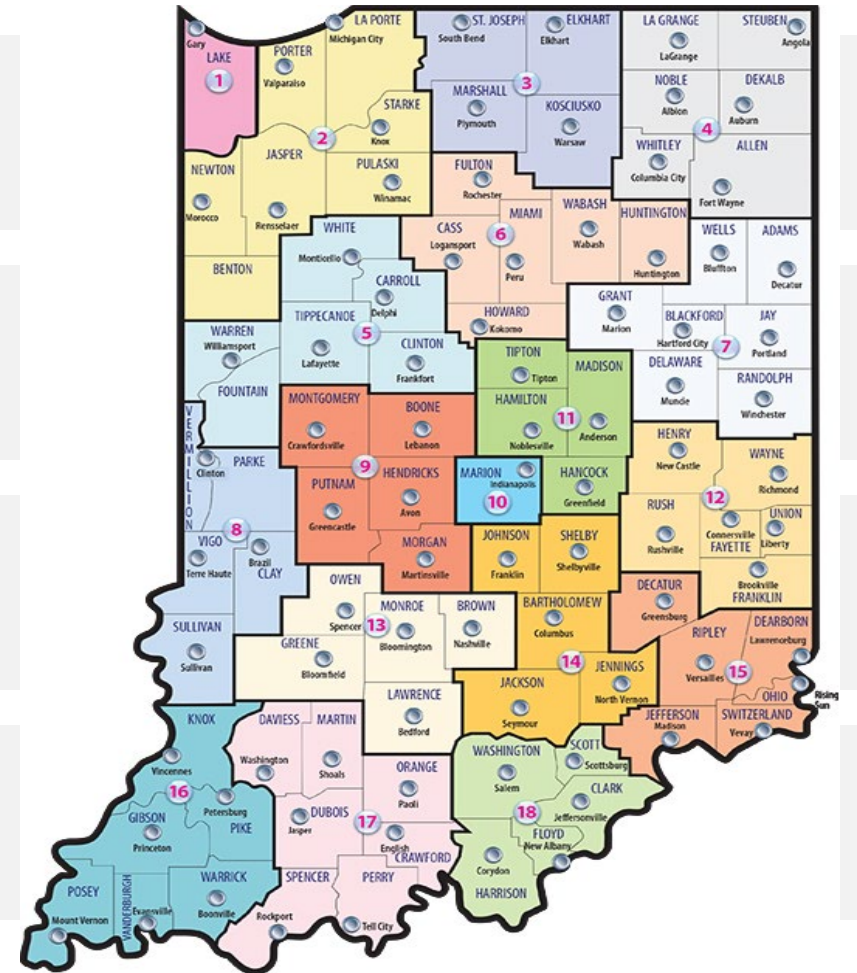
- Independent Living / Older Youth Services
- Transition to Successful Adulthood Services
- Extended Foster Care: Collaborative Care Program
- Voluntary Services

It is the intent of the DCS to contract with vendors to provide quality life skills and transitional services that improves the outcome of youth and young adults while leveraging additional funding and brokering community resources.



Older Youth Services: Service Area

Service Areas	DCS Regions
Service Area 1	DCS Regions 1 & 2
Service Area 2	DCS Regions 3 & 4
Service Area 3	DCS Regions 5 & 6
Service Area 4	DCS Regions 8 & 9
Service Area 5	DCS Regions 10 & 11
Service Area 6	DCS Regions 7 & 12
Service Area 7	DCS Regions 13 & 14
Service Area 8	DCS Regions 16 & 17
Service Area 9	DCS Regions 15 & 18



A group of diverse young people, including a man and a woman in the foreground, smiling and looking towards the camera. The image is overlaid with a blue tint. The text "Scope of Work" is centered in white.

Scope of Work

Older Youth Services – Budget 1

Independent Living Services “Only”

Older Youth Services provided to those youth in traditional foster care placements; except for youth placed in a Licensed Child Caring Facility or Child Caring Institution until they turn 17.5.

Who is eligible?

- Youth under the placement, care and supervision of DCS or adjudicated delinquent (i.e.: Foster Care).
- Youth ages 16 – 18 who have a case plan establishing the need for older youth services / independent living.

- Individual guidance and case management.
- Life Skills Assessment
- Successful Adulthood Learning Plan
- Independent Living Curriculum
- Experiential Learning
- Group Learning
- Monthly Reports
- Documenting in NYTD Service Logs



Transition to Successful Adulthood Services – Budget 3

Transitional Services

Intensive OYS services; for youth who are placed in a traditional foster care setting or supervised independent living setting for which the provider has placement cost. Services includes preparing youth to live interdependently by enhancing OYS services that will establish long-term stability as the youth is expected to age out of foster care.

Who is eligible?

- Youth under the placement, care and supervision of DCS or adjudicated delinquent (i.e.: Foster Care).
- Youth ages 17.5 – 21 who have a case plan establishing the need for transitional services.
- Youth with a case plan of APPLA and expected to age out of foster care.

- Wrap – Around Service Coordination
- Intensive Case Management
- Successful Adulthood Team Meeting
- Safety and Crisis Planning
- Comprehensive Assessments
- Comprehensive Successful Adulthood Learning Plan
- Supervised Independent Living Placement Cost



Collaborative Care – Budget 2

Extended Foster Care Services

Extended foster care services that includes placement cost and supervision for young adults who have voluntarily re-entered foster care for whom DCS has placement and care. Supervision for older youth includes a continuation of services to support the older youth in living interdependently as defined in the service standards.

Who is eligible?

- Youth who aged out of foster care at age 18 or older.
- Youth who meet the extended foster care eligibility requirements
 - Enrolled in a post - secondary education institution or program.
 - Employed 80hr's per month.
 - Participating in a program or activity designed to promote or remove barriers to employment.
 - Incapable of performing any of the activities described above due to a medical condition.

- Signed Voluntary Collaborative Care Agreement
- Court Ordered
- Re-entry into Foster Care
- Continuation of Services
- Placement and Supervision for youth in an apartment or shared apartment setting.



Voluntary Services – Budget 4

Voluntary Services

Voluntary services are after care services for young adults who no longer have an open CHINS or Collaborative Care case. These services are designed to support the young adults living independently by reducing barrier to their long-term stability.

Who is eligible?

- Youth who aged out of foster care or Collaborative Care at age 18 or older.
- Youth who left foster care after turning 16 years of age or older due to being adopted or entering a kinship guardianship.

- Level 1: Case Management “Only”
- Level 2: Emancipation of Goods and Services (EG&S)
 - \$1000
- Level 3: Room & Board (R&B)
 - \$3000

Note: The utilization of EG&S and R&B are capped amounts.



Additional Programming



→ Youth Onboarding: Providing an overview of programs and services.



→ Leases: (1) Assist youth with obtaining a lease. (2) Provide a financial letter of support (3) Corporate Agreement



→ Identified Practice Model: Each provider should have an identified practice model.



→ Authentic Youth Engagement & Brokering Services



Terms of Contract

The term of the contract shall be for a period of four (4) years from the date of contract execution. There may be two (2) one-year renewals for a total of four (6) years at the State's option.



Key Dates

Activity	Date
Issue of RFP	March 1, 2024
Pre-Proposal Conference	March 19, 2024
Deadline to Submit Written Questions	March 29, 2024, by 3:00 PM Eastern Time
Response to Written Questions/RFP Amendments	April 5, 2024
Submission of Proposals	May 6, 2024, by 4:00 PM Eastern Time
<i>The dates for the following activities are target dates only. These activities may be completed earlier or later than the date shown.</i>	
Proposal Evaluation	TBD
Proposal Discussions/Clarifications (if necessary)	TBD
Oral Presentations (if necessary)	TBD
Best and Final Offers (if necessary)	TBD
RFP Award Recommendation	July 31, 2023



Executive Summary - Letter

The Executive Summary must be in the form of a letter and address each component under Section 2.2.

- Summarize your ability to supply the required services.
- Make sure the Executive Summary is signed by an authorized representative.
 - Include principal contact information.
- State your understanding of the respondent notification.
- Indicate status regarding Secretary of State registration.
- Indicate that you have read, understood, and agree to the assurances (Attachment K)
- You may include additional information within the Executive Summary, if desired.



Business Proposal – Attachment C

The Business Proposal must be answered on the Attachment C template. All topics must be addressed except for those specifically identified as “Optional” in section 2.3.

- Provide business information including contact information.
- Provide company’s structure and financial information.
- Provide subcontractors information.
- Provide experience serving state government or similar clients.
- Provide capacity and risk.
- Provide at least three (3) references.
- Acknowledge the review and understanding of the contract terms / clauses (Attachment F).



Technical Proposal – Attachment D

The Technical Proposal must be answered on the Attachment D template. Respondents should use the yellow shaded fields to answer the questions. All topics must be addressed in section 2.4.

- The yellow field will expand to accommodate content.
- Make every attempt to preserve the original format of Attachment D.
- Make every attempt not to repeat RFP language within the response.
- Where appropriate, submit supporting documentation (e.g.: diagrams, certifications, graphics, or other exhibits) as an attachment and reference within the relevant answered field.
 - The document(s) must be included as an appendix(ies) to the Technical Proposal that clearly references the appropriate section.



Cost Proposal – Attachment E

The Cost Proposal must be answered on the Attachment E template.

- Please complete the template by populating the yellow cells in the excel document.

The Cost Proposal template has modules for the following budgets:

- Budget 1: Older Youth Services
- Budget 2: Collaborative Care
- Budget 3: Transition to Successful Adulthood
- Budget 4: Voluntary Services

See Attachment I, Indiana Older Youth Services Census

- To help with determining your budgets.



Proposal Preparation



→ Read the RFP and pay close attention to the due dates.



→ Review each attachment.



→ Use the templates provided for the selected responses.



→ Do not alter any templates.



Submission Requirements

Official OYS Questions and Answer Submission

- Use the OYS Q & A Template (Attachment G)
- Submit by March 29th, 2024, by 3:00pm Eastern Standard Time to:
 - Michael Sturm: michael.sturm@dcs.in.gov

Official Proposal Submission

- Due May 6th, 2024, by 4:00pm Eastern Standard Time
- Email to the DCS Older Youth Services Mailbox:
 - olderyouthquestions@dcs.in.gov
- Title of Email in the subject line:
 - “DCS Chafee Program: Older Youth Services RFP”

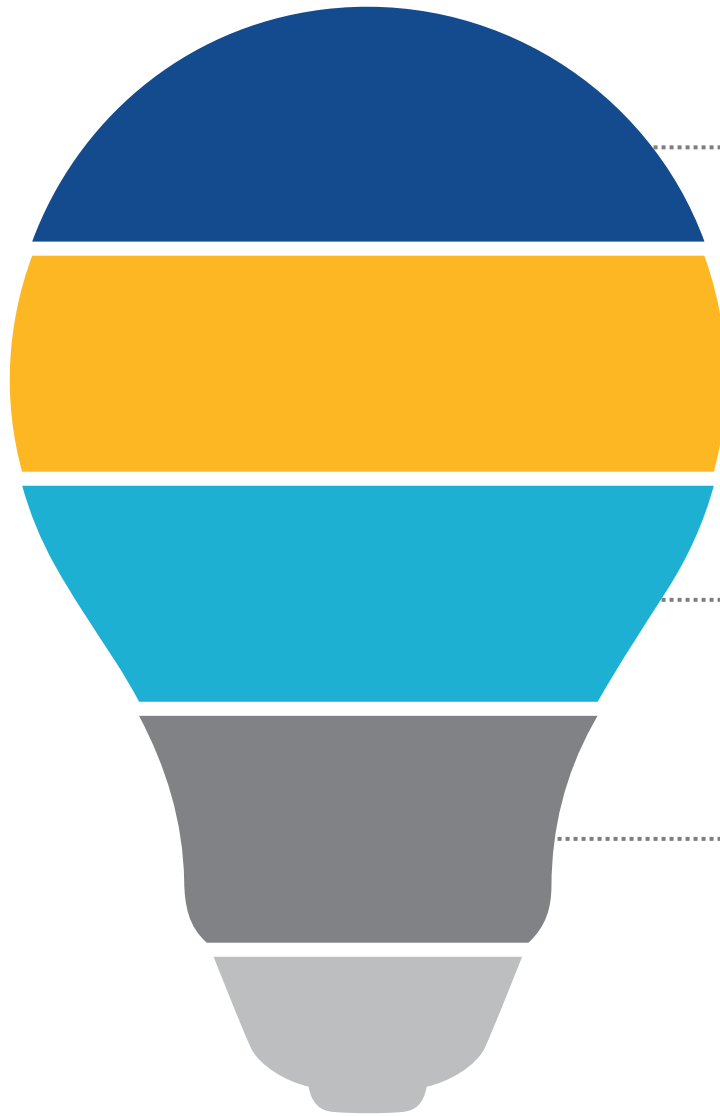


Evaluation Criteria

Criteria	Points
1. Adherence to Mandatory Requirements	Pass/Fail
2. Business Proposal	5 available points
3. Technical Proposal	70 available points
4. Cost (Cost Proposal)	25 available points
Total	100



Closing & Questions



1

→ Reminder: any question asked and answered are not considered binding.

2

→ All questions / inquiries should be submitted through the process outlined in Section 1.7 of the RFP document.

3

→ A copy of this power point presentation will be posted on the Current Requests For Proposals web page.

4

→ Reminder: Please sign the sign-in sheet



QUESTIONS





Anisa L. Evans – Tucker, MSW

Older Youth Initiatives Manager

Contact Email: anisa.evans@dcs.in.gov

