

sessions. Lack of childcare should not be a barrier to participation so the providers need to make sure childcare provisions are available on site.

- Selected provider will be responsible for all costs associated with implementation of SFP 7-17. These costs include, but are not limited to, facilitator training, overall program management and supervision, facility costs (i.e. rental, etc.), meal costs, facilitator salary, costs of materials and supplies, costs associate with providing childcare, graduation ceremony costs (providers are allowed up to \$25 per youth and \$25 per parent for a total of \$50 per family in incentives, awards, etc.) and any other costs the provider may deem necessary to effectively implement the program.
- Selected provider will be required to submit a Performance Measurement Tool (PMT) Report no later than January 15, 2023 and July 15, 2023 to provide information on any and all progress and statistical information related to programmatic services.
- Providers will be expected to complete at least two (2) cohorts of SFP 7-17 by September 30, 2023 with at least a 75% completion rate for each cohort. A cohort will not begin with less than eight (8) referrals with twelve (12) being the desired number for each cohort. If there are sufficient referrals, and available funding, the provider may provide more than two (2) cohorts but a minimum of two are required to be considered for award.

#### Evaluation Criteria

Proposals will be evaluated on several criteria to ensure that the program is implemented in the most effective manner possible and provides the greatest benefit to the participants. This means that while costs certainly is a factor, it is not the sole factor in determining provider award, which may result in a proposal being accepted other than the lowest cost proposal.

Criteria to be used in determining provider selection (in no order of rank or weight):

- Cost of services
- Provider qualifications
- Experience in working with youth
- Staff qualification and experience
- Plan for program implementation

#### Pricing and Project Proposal

Interested proposers should return a proposal with the following minimum information:

1. Name and address of business
2. Name and qualifications of all proposed facilitators
3. Proposed location to conduct SFP 7-17 sessions
4. Detailed plan on how program will be implemented if awarded (include plan for training staff, ensuring model fidelity, ensuring requirements for completion are met, graduation ceremonies and any other information deemed relevant)
5. Pricing proposal as outlined below:
  - a. Total costs to train facilitators \$ \_\_\_\_\_
  - b. Costs per session \$ \_\_\_\_\_