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**CHILDREN'S TRUST**  
OF ALACHUA COUNTY

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Youth Mentoring Program RFP  
2023-02



**DRAFT**

# Timeline

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## **Submission Timeline:**

RFP Release Date: July 13, 2023

Bidders' Conference: July 25, 2023 (10 AM-12:00 PM & 6 PM-8 PM)

Application Deadline: August 17, 2023 3:00 PM

Application Review Period: August 21-25, 2023

Review team-final score deliberation: August 28, 2023

Recommendations to the Board: September 13, 2023



# Scope of Services

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The CTAC seeks to expand access to youth mentoring programs offering elements of character-building activities in one-on-one and group sessions that creates supportive long-term relationships with caring adults, having a positive impact for all youth living in Alachua County.

**Overall Allocated Program Budget \$500,000**

**Funding Up to \$75,000 per contract**



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# Program Implementation

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**One-On-One** mentoring component will need to be consistent and reliable to ensure trusting rapport is built between mentor and mentee, to build social skills, life skills, and positive self-image.

**Note:** Recommended practice for one-on-one mentor and mentee contacts consist of an average of once a week and for a total of four hours or more per month over the course of the relationship.



# Program Implementation

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**Group Sessions** will serve as an opportunity to engage youth and adult mentors in character building activities that allow mentors and mentees to get to know and socialize with one another.



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# Minimum Qualifications

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Must be currently qualified to conduct business in the State of Florida.

Must have experience working with youth in out-of-school time.

Must offer mentoring services to youth currently enrolled in elementary, middle school, or high school, living in Alachua County.

Must offer one-on-one and group mentoring sessions.

Must comply with DCF Level 2 background screening and fingerprinting requirements in accordance with Florida Statutes.

Must have at least 1 year of experience offering youth mentoring services with elements of character-building activities.

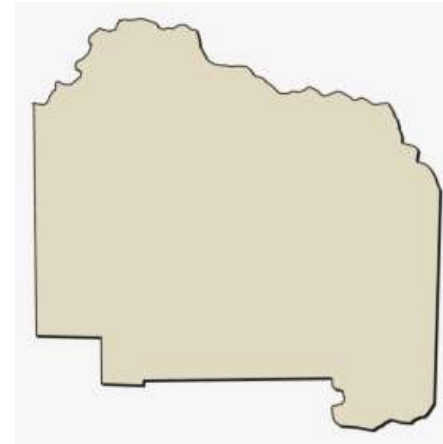
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# Target Population

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**Target Population:**

Contractors will provide mentoring and character-building services to youth enrolled in elementary, middle, and/or high school. All youth served must be Alachua County residents.



**Terms of Service:**

October 1, 2023 – September 30, 2024



# Evaluation Criteria

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## Criteria:

- Program Description (up to 30 points)
- Project Implementation (up to 25 points)
- Agency Stability & Capacity (up to 20 points)
- Budget (up to 25 points)

<b>Application Score</b>	<b>Funding Recommendations</b>
80 - 100	Recommended for funding
70-79.9	Recommended for funding, contingent upon available funding
69.9 and below	Not Recommended for funding



## Recommendation

- 1) The Trust is asked to approve the release of RFP 2023 – 02
- 2) The Trust is asked to authorize \$500,000 for Youth Mentoring program for fiscal year 23-24.
- 3) The Trust is asked to authorize Executive Director to appoint a review team of members with subject matter expertise.