

PURCHASE OF SERVICE AGREEMENT

THIS PURCHASE OF SERVICE AGREEMENT (hereinafter "Agreement"), made and entered into on the 30th day of ^{August} MONTH 2021, by and between the **LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT**, an urban county government of the Commonwealth of Kentucky created pursuant to KRS chapter 67A (hereinafter "Government"), 200 East Main Street, Lexington, Kentucky 40507, on behalf of its Department of Social Services (hereinafter "Sponsor"), and **LEXINGTON LEADERSHIP FOUNDATION**, with offices located **422 CODELL DRIVE, LEXINGTON KY 40509**, (hereinafter "Organization").

WITNESSETH

That for and in consideration of the mutual promises and covenants herein expressed, the Government and the Organization agree as follows:

1. Government hereby retains Organization for the period beginning on **July 1, 2021**, and continuing for a period of one (1) year from that date unless within that period Government gives the Organization thirty (30) days written notice of termination of this Agreement in which case this Agreement shall terminate thirty (30) days from the date notice is given to the Organization.

2. Government shall pay Organization the sum of **\$166,000** for the services required by this Agreement, said services being more particularly described in the Addendum attached hereto and incorporated herein by reference as Exhibit A, one-half (1/2th) of which shall be payable in September 2021 or shortly thereafter upon receipt of an invoice, with one-half (1/2th) payable in January 2022 or shortly thereafter upon receipt of an invoice and the first six month detailed program report., **The first invoice required by this section shall be submitted by September 17th, 2021. The second invoice and the first six month detailed program report shall be due January 21st 2022. A detailed program report shall be submitted by April 15th, 2022. A year-end program report shall be submitted by July**

22nd, 2022. Failure to submit the April 2022 program report and the July 2022 year-end program report shall result in the Organization repaying one-half (1/2th) of total funds provided under this Agreement. Reports shall reflect the services and programs directly related to the funding provided by Lexington Fayette Urban County Government with emphasis on measurable outcomes, and specifically outlined in the funding application. Forms for both the quarterly financial and program reports will be provided.

3. In the event of termination of this Agreement by Government as provided for in paragraph 1 above, Organization shall be entitled to that portion of total compensation due under this Agreement as the service rendered bears to the service required herein.

4. Organization shall perform all duties and services included in the Addendum attached hereto faithfully and satisfactorily at the time, place and for the duration prescribed herein. Compensation paid pursuant to this Agreement shall be used exclusively for the services set forth in the Addendum and for no other purpose. Any alteration in the nature of such services and duties constitutes an amendment to this Agreement and must be in writing signed by both parties. Organization shall keep itself fully informed of all federal and state laws and all municipal ordinances and regulations in any manner affecting the work or performance of this Agreement, and shall at all times observe and comply with such laws, ordinances and regulations, whether or not such laws, ordinances or regulations are mentioned herein, and

5. Organization shall indemnify, defend and hold harmless Government, its officers, agents and employees, from and against any and all liabilities, claims, demands, losses, damages, costs, and/or expenses arising out of, from, relating to, and/or based on the Organization's violation of any such laws, ordinances or regulations or Organization's breach of this Agreement.

6. Organization represents that it has filed all federal, state and local income tax returns required by law in the legally prescribed time and manner. This Agreement shall not become effective unless and until copies of all of the executed originals of the aforementioned tax returns filed for the Organization have been registered for the current tax year by the Organization in the office of the Sponsor, and the Organization shall not be compensated unless and until such registration has taken place.

7. The Organization shall, on such forms as the Sponsor shall provide, submit to Sponsor an annual report and financial statement which summarize the previous year's activities regarding the services enumerated in the addendum attached hereto.

8. Books of accounts shall be kept by the Organization and entries shall be made therein of all money, goods, effects, debts, sales, purchases, receipts, payments and any other transactions of the Organization. The books of accounts, together with all bonds, notes, bills, letters and other writings belonging to the Organization, shall be maintained at the principal place of business of the Organization as set forth in this Agreement. Government shall have free and complete access to the books, papers and affairs of the Organization, that relate to the performance of this Agreement, at all reasonable times, and if it desires, it may have the books and papers of the Organization, that relate to the performance of this Agreement, audited and examined by auditors, accountants or attorneys. Any examination shall be at the expense of the Government.

9. Government may designate such persons as may be necessary to monitor and evaluate the services rendered by the Organization. The Government, its agents and employees, shall, at all times, have unrestricted access to all places where or in which the services required hereunder are being carried on and conducted. Inspection and monitoring of the work by these authorities shall in no manner be presumed to relieve in any degree the

responsibility or obligations of Organization, nor to constitute the Organization as an agent of the Government.

10. Organization shall provide equal opportunity in employment for all qualified persons, shall prohibit discrimination in employment because of race, color, creed, national origin, sex or age, and shall cause each of its subcontracting agencies to do so. This program of equal employment opportunity shall apply to every aspect of its employment policies and practices.

11. Organization shall adopt a written sexual harassment policy, which shall, at a minimum, contain a statement of current law; a list of prohibited behaviors; a complaint process; and a procedure which provides for a confidential investigation of all complaints. The policy shall be given to all employees and clients and shall be posted at all locations where Organization conducts business. The policy shall be submitted to Sponsor for review within thirty (30) days of the execution of this Agreement.

12. This instrument, and the Addendum incorporated herein, contains the entire agreement between the parties, and no statement, promises or inducements made by either party or agent of either party that is not contained in this written Agreement shall be valid and binding; and this Agreement may not be enlarged, modified or altered except in writing signed by the parties and endorsed hereon.

13. Organization agrees that it shall apply all funds received by it from the Urban County Government in accordance with the following investment policy guidelines:

- A. Objectives: Capital preservation with surety of income. Reasonable competitive income consistent with high investment quality and purpose of funds. All investments shall conform with state and local law and regulations and these policies.
- B. Investment Funds Management: The governing board may elect to either:

(1) Manage its investment through its executive director where the size or complexity of funds to be managed is deemed by the board to be within the training, expertise and/or available time capacity of the executive director and the operating staff; or

(2) Utilize the professional investment management facilities of a local bank trust department acting in a fiduciary capacity within the same approved investment policies and federal, state, local and trust laws and regulation. The trust department may utilize its regular short-term one hundred percent (100%) US Treasury Fund for daily funds investment.

The election of option 1 or 2 should be made consistent with the relative cost incurred and in the case of option 2 the cost shall be competitive among local trust departments.

C. Investment Policies - - Safety and Prudence.

(1) Short-term liquidity funds shall be invested in "riskless" investment, i.e., deposits in Kentucky commercial banks or savings and loan associations that are fully federally insured or deposits collateralized by U.S. Treasury securities with a current market value of at least one hundred percent (100%), or in direct obligations of U.S. Treasury securities.

Investments shall be diversified according to maturity in order to meet projected cash flow needs.

Collateral pledged to secure uninsured deposits shall be held at a federal reserve bank with the receipt providing absolute control by the agency.

(2) Retirement funds, endowment funds, long-term capital reserve funds and any other special funds may be held and invested by a local bank trust department under investment objectives and diversification in accordance with the individual nature of the funds and pursuant to the "prudent man" investment rule as well as general trust law.

(3) All investments shall be reviewed monthly by a finance or investment committee of the agency.

(4) Local brokerage firms may hold and invest funds provided that investments are located within Kentucky and are full insured.

D. Audit - - All investments shall be audited at least annually by independent certified public accountant who shall express an opinion as to whether or not investments during the year audited have conformed with state and local law and regulation and with the approved investment policies.

14. Notice – Any written notice required by the Agreement shall be delivered by certified mail, return receipt requested, to the following:

For Organization:

Lexington Leadership Foundation
P.O. Box 54642
Lexington, Ky 40555

Attn: Eric Geary

For Government:

Lexington-Fayette Urban County Gov.
200 East Main Street
Lexington, Kentucky 40507

Attn: Kacy Allen-Bryant, Commissioner
Department of Social Services

IN WITNESS WHEREOF, the parties have executed this Agreement at Lexington, Kentucky, the day and year first above written.

LEXINGTON-FAYETTE URBAN
COUNTY GOVERNMENT

LEXINGTON LEADERSHIP
FOUNDATION

BY: Linda Gorton
Linda Gorton, Mayor

BY: [Signature]
Title: CEO

ATTEST:

Mackenzie Summers
Clerk of the Urban
County Council



Lexington-Fayette Urban County Government

Request for Proposal

The Lexington-Fayette Urban County Government hereby requests proposals for **RFP #10-2021 Community Wellness & Safety – Extended Social Resources (ESR) Grant Program** to be provided in accordance with terms, conditions and specifications established herein.

Proposals will be received **online only** at <https://lexingtonky.ionwave.net> until **2:00 PM**, prevailing local time, on **May 14, 2021**.

Proposals received after the date and time set for opening proposals will not be considered for award of a contract/grant. It is the sole responsibility of the Proposer to assure that his/her proposal is submitted online before the date and time set for opening proposals.

Additional copies of this Request For Proposals are available from the Division of Central Purchasing, Room 338 Government Center, 200 East Main Street, Lexington, KY 40507, (859)-258-3320, at no charge.

Proposals, once submitted, may not be withdrawn for a period of sixty (60) calendar days.

The Lexington-Fayette Urban County Government reserves the right to reject any or all proposals, and to waive technicalities and informalities when such waiver is determined by the Lexington-Fayette Urban County Government to be in its best interest.

Electronic signature online at <https://lexingtonky.ionwave.net> constitutes acceptance by the Proposer of terms, conditions and requirements set forth herein.

Pre-Proposal Meeting will be held on **April 30th, 2021 at 10:00AM EST** via Zoom (see section 3.1 in Scope of Work document for meeting link).

Minor exceptions may not eliminate the proposal. Any exceptions to the specifications established herein shall be listed in detail on a separate sheet and attached hereto. The Lexington-Fayette Urban County Government shall determine whether any exception is minor.

Please do not contact any LFUCG staff member or any other person involved in the selection process other than the designated contact person(s) regarding the project contemplated under this RFP while this RFP is open and a selection has not been finalized. Any attempt to do so may result in disqualification of the firm's submittal for consideration.

Laws and Regulations

All applicable state laws, municipal ordinances and regulations of all authorities having jurisdiction over the project shall apply to the contract, and shall be deemed to be incorporated herein by reference.

Equal Employment Opportunity

The Entity (regardless of whether construction contractor, non-construction contractor or supplier) agrees to provide equal opportunity in employment for all qualified persons, to prohibit discrimination in employment because of race, color, creed, national origin, sex or age, and to promote equal employment through a positive, continuing program from itself and each of its subcontracting agents. This program of equal employment opportunity shall apply to every aspect of its employment policies and practices.

Kentucky Equal Employment Opportunity Act

The Kentucky Equal Employment Opportunity Act of 1978 (KRS 45.560-45.640) requires that any "county, city, town, school district, water district, hospital district, or other political subdivision of the state shall include in directly or indirectly publicly funded contracts for supplies, materials, services, or equipment hereinafter entered into the following provisions:

"During the performance of this contract, the contractor agrees as follows:

- (1) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, age, or national origin;
- (2) The contractor will state in all solicitations or advertisements for employees placed by or on behalf of the contractors that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, age, or national origin;

(3) The contractor will post notices in conspicuous places, available to employees and applicants for employment, setting forth the provision of the nondiscrimination clauses required by this section; and

(4) The contractor will send a notice to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding advising the labor union or workers' representative of the contractor's commitments under the nondiscrimination clauses."

The Act further provides:

"KRS 45.610. Hiring minorities -- Information required

(1) For the length of the contract, each contractor shall hire minorities from other sources within the drawing area, should the union with which he has collective bargaining agreements be unwilling to supply sufficient minorities to satisfy the agreed upon goals and timetables.

(2) Each contractor shall, for the length of the contract, furnish such information as required by KRS 45.560 to KRS 45.640 and by such rules, regulations and orders issued pursuant thereto and will permit access to all books and records pertaining to his employment practices and work sites by the contracting agency and the department for purposes of investigation to ascertain compliance with KRS 45.560 to 45.640 and such rules, regulations and orders issued pursuant thereto.

KRS 45.620. Action against contractor -- Hiring of minority contractor or subcontractor

(1) If any contractor is found by the department to have engaged in an unlawful practice under this chapter during the course of performing under a contract or subcontract covered under KRS 45.560 to 45.640, the department shall so certify to the contracting agency and such certification shall be binding upon the contracting agency unless it is reversed in the course of judicial review.

(2) If the contractor is found to have committed an unlawful practice under KRS 45.560 to 45.640, the contracting agency may cancel or terminate the contract, conditioned upon a program for future compliance approved by the contracting agency and the department. The contracting agency may declare such a contractor ineligible to bid on further contracts with that agency until such time as the

contractor complies in full with the requirements of KRS 45.560 to 45.640.

(3) The equal employment provisions of KRS 45.560 to 45.640 may be met in part by a contractor by subcontracting to a minority contractor or subcontractor. For the provisions of KRS 45.560 to 45.640, a minority contractor or subcontractor shall mean a business that is owned and controlled by one or more persons disadvantaged by racial or ethnic circumstances.

KRS 45.630 Termination of existing employee not required, when

Any provision of KRS 45.560 to 45.640 notwithstanding, no contractor shall be required to terminate an existing employee upon proof that employee was employed prior to the date of the contract.

KRS 45.640 Minimum skills

Nothing in KRS 45.560 to 45.640 shall require a contractor to hire anyone who fails to demonstrate the minimum skills required to perform a particular job."

It is recommended that all of the provisions above quoted be included as special conditions in each contract. In the case of a contract exceeding \$250,000, the contractor is required to furnish evidence that his workforce in Kentucky is representative of the available workforce in the area from which he draws employees, or to supply an Affirmative Action plan which will achieve such representation during the life of the contract.

LFUCG Non-Appropriation Clause

Contractor acknowledges that the LFUCG is a governmental entity, and the contract validity is based upon the availability of public funding under the authority of its statutory mandate.

In the event that public funds are unavailable and not appropriated for the performance of the LFUCG's obligations under this contract, then this contract shall automatically expire without penalty to the LFUCG thirty (30) days after written notice to Contractor of the unavailability and non-appropriation of public funds. It is expressly agreed that the LFUCG shall not activate this non-appropriation provision for its convenience or to circumvent the requirements of this contract, but only as an emergency fiscal measure during a substantial fiscal crisis, which affects generally its governmental operations.

In the event of a change in the LFUCG's statutory authority, mandate and mandated functions, by state and federal legislative or regulatory action, which adversely affects the LFUCG's authority to continue its obligations under this contract, then this contract shall automatically terminate without penalty to the LFUCG upon written notice to Contractor of such limitation or change in the LFUCG's legal authority.

AFFIDAVIT

Comes the Affiant, ERIC GEARY, and after being first duly sworn, states under penalty of perjury as follows:

1. His/her name is ERIC GEARY and he/she is the individual submitting the proposal or is the authorized representative of LEXINGTON LEADERSHIP FOUNDATION, the entity submitting the proposal (hereinafter referred to as "Proposer").

2. Proposer will pay all taxes and fees, which are owed to the Lexington-Fayette Urban County Government at the time the proposal is submitted, prior to award of the contract and will maintain a "current" status in regard to those taxes and fees during the life of the contract.

3. Proposer will obtain a Lexington-Fayette Urban County Government business license, if applicable, prior to award of the contract.

4. Proposer has authorized the Division of Central Purchasing to verify the above-mentioned information with the Division of Revenue and to disclose to the Urban County Council that taxes and/or fees are delinquent or that a business license has not been obtained.

5. Proposer has not knowingly violated any provision of the campaign finance laws of the Commonwealth of Kentucky within the past five (5) years and the award of a contract to the Proposer will not violate any provision of the campaign finance laws of the Commonwealth.

6. Proposer has not knowingly violated any provision of Chapter 25 of the Lexington-Fayette Urban County Government Code of Ordinances, known as "Ethics Act."

Continued on next page

7. Proposer acknowledges that "knowingly" for purposes of this Affidavit means, with respect to conduct or to circumstances described by a statute or ordinance defining an offense, that a person is aware or should have been aware that his conduct is of that nature or that the circumstance exists.

Further, Affiant sayeth naught.

Emily
STATE OF Kentucky
COUNTY OF Fayette

The foregoing instrument was subscribed, sworn to and acknowledged before me by Eric Geary on this the 12th day of May, 2021.

My Commission expires: 11-20-23

Karen M. Boens
NOTARY PUBLIC, STATE AT LARGE



EQUAL OPPORTUNITY AGREEMENT

The Law

- Title VII of the Civil Rights Act of 1964 (amended 1972) states that it is unlawful for an employer to discriminate in employment because of race, color, religion, sex, age (40-70 years) or national origin.
- Executive Order No. 11246 on Nondiscrimination under Federal contract prohibits employment discrimination by contractor and sub-contractor doing business with the Federal Government or recipients of Federal funds. This order was later amended by Executive Order No. 11375 to prohibit discrimination on the basis of sex.
- Section 503 of the Rehabilitation Act of 1973 states:

The Contractor will not discriminate against any employee or applicant for employment because of physical or mental disability.

- Section 2012 of the Vietnam Era Veterans Readjustment Act of 1973 requires Affirmative Action on behalf of disabled veterans and veterans of the Vietnam Era by contractors having Federal contracts.
- Section 206(A) of Executive Order 12086, Consolidation of Contract Compliance Functions for Equal Employment Opportunity, states:

The Secretary of Labor may investigate the employment practices of any Government contractor or sub-contractor to determine whether or not the contractual provisions specified in Section 202 of this order have been violated.

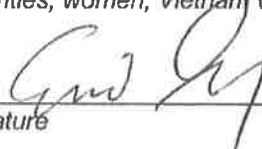
The Lexington-Fayette Urban County Government practices Equal Opportunity in recruiting, hiring and promoting. It is the Government's intent to affirmatively provide employment opportunities for those individuals who have previously not been allowed to enter into the mainstream of society. Because of its importance to the local Government, this policy carries the full endorsement of the Mayor, Commissioners, Directors and all supervisory personnel. In following this commitment to Equal Employment Opportunity and because the Government is the benefactor of the Federal funds, it is both against the Urban County Government policy and illegal for the Government to let contracts to companies which knowingly or unknowingly practice discrimination in their employment practices. Violation of the above mentioned ordinances may cause a contract to be canceled and the contractors may be declared ineligible for future consideration.

Please sign this statement in the appropriate space acknowledging that you have read and understand the provisions contained herein. Return this document as part of your application packet.

Bidders

I/We agree to comply with the Civil Rights Laws listed above that govern employment rights of minorities, women, Vietnam veterans, handicapped and aged persons.

Signature



Name of Business

LEXINGTON LEADERSHIP FOUNDATION

WORKFORCE ANALYSIS FORM

Name of Organization: Lexington Leadership Foundation

Categories	Total	White (Not Hispanic or Latino)		Hispanic or Latino		Black or African-American (Not Hispanic or Latino)		Native Hawaiian and Other Pacific Islander (Not Hispanic or Latino)		Asian (Not Hispanic or Latino)		American Indian or Alaskan Native (not Hispanic or Latino)		Two or more races (Not Hispanic or Latino)		Total	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Administrators	12	3	5			3	1									6	6
Professionals	3	2				1										3	-
Superintendents																	
Supervisors																	
Foremen																	
Technicians																	
Protective Service																	
Para-Professionals																	
Office/Clerical	2		2													-	2
Skilled Craft																	
Service/Maintenance																	
Total:	17	5	7			4	1									9	8

Prepared by: Sally Davenport
(Name and Title) Administrator

Date: 5/12/21
Revised 2015-Dec-15

GENERAL PROVISIONS

1. Each Respondent shall comply with all Federal, State & Local regulations concerning this type of service or good.

The Respondent agrees to comply with all statutes, rules, and regulations governing safe and healthful working conditions, including the Occupational Health and Safety Act of 1970, 29 U.S.C. 650 *et. seq.*, as amended, and KRS Chapter 338. The Respondent also agrees to notify the LFUCG in writing immediately upon detection of any unsafe and/or unhealthful working conditions at the job site. The Respondent agrees to indemnify, defend and hold the LFUCG harmless from all penalties, fines or other expenses arising out of the alleged violation of said laws.
2. Failure to submit ALL forms and information required in this RFP may be grounds for disqualification.
3. Addenda: All addenda, if any, shall be considered in making the proposal, and such addenda shall be made a part of this RFP. Before submitting a proposal, it is incumbent upon each proposer to be informed as to whether any addenda have been issued, and the failure to cover in the bid any such addenda may result in disqualification of that proposal.
4. Proposal Reservations: LFUCG reserves the right to reject any or all proposals, to award in whole or part, and to waive minor immaterial defects in proposals. LFUCG may consider any alternative proposal that meets its basic needs.
5. Liability: LFUCG is not responsible for any cost incurred by a Respondent in the preparation of proposals.
6. Changes/Alterations: Respondent may change or withdraw a proposal at any time prior to the opening; however, no oral modifications will be allowed. Only letters, or other formal written requests for modifications or corrections of a previously submitted proposal which is addressed in the same manner as the proposal, and received by LFUCG prior to the scheduled closing time for receipt of proposals, will be accepted. The proposal, when opened, will then be corrected in accordance with such written request(s), provided that the written request is contained in a sealed envelope which is plainly marked "modifications of proposal".
7. Clarification of Submittal: LFUCG reserves the right to obtain clarification of any point in a bid or to obtain additional information from a Respondent.
8. Bribery Clause: By his/her signature on the bid, Respondent certifies that no employee of his/hers, any affiliate or Subcontractor, has bribed or attempted

to bribe an officer or employee of the LFUCG.

9. Additional Information: While not necessary, the Respondent may include any product brochures, software documentation, sample reports, or other documentation that may assist LFUCG in better understanding and evaluating the Respondent's response. Additional documentation shall not serve as a substitute for other documentation which is required by this RFP to be submitted with the proposal,
10. Ambiguity, Conflict or other Errors in RFP: If a Respondent discovers any ambiguity, conflict, discrepancy, omission or other error in the RFP, it shall immediately notify LFUCG of such error in writing and request modification or clarification of the document if allowable by the LFUCG.
11. Agreement to RFP Terms: In submitting this proposal, the Respondent agrees that it has carefully examined the specifications and all provisions relating to the work to be done attached hereto and made part of this proposal. By acceptance of a Contract/Grant under this RFP, proposer states that it understands the meaning, intent and requirements of the RFP and agrees to the same. The successful Respondent shall warrant that it is familiar with and understands all provisions herein and shall warrant that it can comply with them. No additional compensation to Respondent shall be authorized for services or expenses reasonably covered under these provisions that the proposer omits from its Proposal.
12. Cancellation: If the services to be performed hereunder by the Respondent are not performed in an acceptable manner to the LFUCG, the LFUCG may cancel this contract for cause by providing written notice to the proposer, giving at least thirty (30) days notice of the proposed cancellation and the reasons for same. During that time period, the proposer may seek to bring the performance of services hereunder to a level that is acceptable to the LFUCG, and the LFUCG may rescind the cancellation if such action is in its best interest.

A. Termination for Cause

- (1) LFUCG may terminate a contract because of the contractor's failure to perform its contractual duties
- (2) If a contractor is determined to be in default, LFUCG shall notify the contractor of the determination in writing, and may include a specified date by which the contractor shall cure the identified deficiencies. LFUCG may proceed with termination if the contractor fails to cure the deficiencies within the specified time.

- (3) A default in performance by a contractor for which a contract may be terminated shall include, but shall not necessarily be limited to:
- (a) Failure to perform the contract according to its terms, conditions and specifications;
 - (b) Failure to make delivery within the time specified or according to a delivery schedule fixed by the contract;
 - (c) Late payment or nonpayment of bills for labor, materials, supplies, or equipment furnished in connection with a contract for construction services as evidenced by mechanics' liens filed pursuant to the provisions of KRS Chapter 376, or letters of indebtedness received from creditors by the purchasing agency;
 - (d) Failure to diligently advance the work under a contract for construction services;
 - (e) The filing of a bankruptcy petition by or against the contractor; or
 - (f) Actions that endanger the health, safety or welfare of the LFUCG or its citizens.


B. At Will Termination

Notwithstanding the above provisions, the LFUCG may terminate this contract at will in accordance with the law upon providing thirty (30) days written notice of that intent, Payment for services or goods received prior to termination shall be made by the LFUCG provided these goods or services were provided in a manner acceptable to the LFUCG. Payment for those goods and services shall not be unreasonably withheld.

13. Assignment of Contract: The contractor shall not assign or subcontract any portion of the Contract without the express written consent of LFUCG. Any purported assignment or subcontract in violation hereof shall be void. It is expressly acknowledged that LFUCG shall never be required or obligated to consent to any request for assignment or subcontract; and further that such refusal to consent can be for any or no reason, fully within the sole discretion of LFUCG.
14. No Waiver: No failure or delay by LFUCG in exercising any right, remedy, power or privilege hereunder, nor any single or partial exercise thereof, nor the exercise of any other right, remedy, power or privilege shall operate as a waiver hereof or thereof. No failure or delay by LFUCG in exercising any right, remedy, power or privilege under or in respect of this Contract shall affect the rights, remedies, powers or privileges of LFUCG hereunder or shall operate as a waiver thereof.
15. Authority to do Business: The Respondent must be a duly organized and

authorized to do business under the laws of Kentucky. Respondent must be in good standing and have full legal capacity to provide the services specified under this Contract. The Respondent must have all necessary right and lawful authority to enter into this Contract for the full term hereof and that proper corporate or other action has been duly taken authorizing the Respondent to enter into this Contract. The Respondent will provide LFUCG with a copy of a corporate resolution authorizing this action and a letter from an attorney confirming that the proposer is authorized to do business in the State of Kentucky if requested. All proposals must be signed by a duly authorized officer, agent or employee of the Respondent.

16. **Governing Law:** This Contract shall be governed by and construed in accordance with the laws of the Commonwealth of Kentucky. In the event of any proceedings regarding this Contract, the Parties agree that the venue shall be the Fayette County Circuit Court or the U.S. District Court for the Eastern District of Kentucky, Lexington Division. All parties expressly consent to personal jurisdiction and venue in such Court for the limited and sole purpose of proceedings relating to this Contract or any rights or obligations arising thereunder. Service of process may be accomplished by following the procedures prescribed by law.
17. **Ability to Meet Obligations:** Respondent affirmatively states that there are no actions, suits or proceedings of any kind pending against Respondent or, to the knowledge of the Respondent, threatened against the Respondent before or by any court, governmental body or agency or other tribunal or authority which would, if adversely determined, have a materially adverse effect on the authority or ability of Respondent to perform its obligations under this Contract, or which question the legality, validity or enforceability hereof or thereof.
18. Contractor understands and agrees that its employees, agents, or subcontractors are not employees of LFUCG for any purpose whatsoever. Contractor is an independent contractor at all times during the performance of the services specified.
19. If any term or provision of this Contract shall be found to be illegal or unenforceable, the remainder of the contract shall remain in full force and such term or provision shall be deemed stricken.



Signature

5-11-2021

Date



PROPOSAL SUBMITTAL FORM

Agency Information

Agency Name: Lexington Leadership Foundation

Mailing Address: P.O. Box 54642, Lexington, KY 40555

Street Address: 422 Codell Dr. Lexington, KY 40509

Phone: (859) 277 - 3087

Is your Agency registered with the IRS as a 501(c)3 organization? Yes No
*Note: Agencies **must** be registered with the IRS as a 501(c)3 organization to be eligible for ESR Program funding.*

Does your agency have a Silver Seal of Transparency or higher profile on GuideStar.org? Yes No
*Note: Agencies **must** have a Silver Seal of Transparency or higher profile with GuideStar.org to be eligible for ESR funding.*

Website Address: lexlf.org

Agency Representative (typically the Executive Director - Name, Title, Phone, Email):
Eric Geary, CEO, 859-277-3087, egeary@lexlf.org

Person Completing Application (Name, Title, Phone, Email):
Eric Geary, CEO, 859-277-3087, egeary@lexlf.org

Program Information

Fatherhood Initiative

Name of program for which funds are being requested: _____

Total Funding Amount Requested: \$ 102,883

RFP #10-2021 PROPOSAL SUBMITTAL FORM

- Save this PDF formatted Proposal Submittal Form to your hard drive before beginning to enter responses in it to ensure your responses are saved to the form.
- LIMIT RESPONSES IN TEXT BOXES TO 250 WORDS
- REMINDER: All proposals must be written in a clear and concise manner, as there will be no follow-up or clarifications to proposer's submittal form once the evaluation process begins.

5.1 Program Proposal & Design

5.1.1 Needs Statement—Purpose of the Program Proposal / Problem Statement

15 Points

Using local data, provide a description of the problem in Fayette County. Identify the specific population your program is targeting (i.e. age, geographical region, economic status, etc.) and explain why. Discuss whether this population is under-served or at-risk. Describe your understanding of the local system of services addressing this problem, obstacles and/or opportunities your clients face, and how your agency fits within this system of services.

Father involvement is highly predictive of children's sociability, self-control, and academic performance. Research from the Children's Bureau has shown that children with actively involved fathers are: 43% more likely to earn A's and 33% less likely to repeat a grade, 75% less likely to have a teen birth, 80% less likely to spend time in jail, and half as likely to experience depression symptoms (<https://www.all4kids.org>).

Conversely, the National Fatherhood Initiative (NFI) has found that children with absent fathers are three-four times more likely to be poor, use drugs, engage in criminal behavior, be victimized, and experience educational, health, emotional, and behavioral problems (NFI: Fatherhood Facts, 2019).

Equipped, engaged fathers are clearly vital to strong families and communities. However, local data indicates that one out of three children in Lexington lives in a single parent home (Kids Count, 2019). Dads in Lexington face the challenge of finding programming tailored to their unique needs, as human services have historically paid little attention to fathers or non-custodial parents. Lexington Leadership Foundation's Fatherhood Initiative (FI) addresses this obstacle by providing paternally focused curricula and father-centric care to low-income and incarcerated fathers ages 16-55. Participants, referred from agencies such as Department for Community Based Services, Drug Court, Family Court, and Fayette Detention Centers, are at risk due to limited access to needed resources.

FI enlists a cross-sector approach that synergizes providers across Lexington. Over recent years FI has effectively integrated into the local continuum of care and stands as the primary program for fathers locally.

5.1.2 Service Delivery Model

15 Points

What steps will you take or what activities will you provide to assist clients in achieving these goals? Describe each "unit of service" you will provide for clients and how often and how long this service will be provided (e.g. a one-time three-hour training; a weekly one-hour support group for 12 weeks; one 30-minute health exam twice a year; 1-3 hour advocacy services as needed; etc.) How will these services address the problem as identified in the Needs Statement above? Be specific.

FI's goal is to equip clients to be responsible fathers. Participants enroll in educational and peer support groups focusing on responsible fatherhood and/or healthy relationships. Courses are offered in 20 small groups (12-15 participants) at multiple sites across the city. Fathers attend 12 sessions of evidence-based programming, meeting weekly for two hours. Sessions are led by two FI-certified volunteers or staff. Exposure to curricula, group mentors, and FI staff will equal at least 24 hours per client. Classes are designed to maximize exposure to curricular knowledge while enhancing access to positive social supports and peer mentors. These supportive relationships increase the likelihood of positive change in attitudes and behavior associated with violence, mental health, child abuse and neglect, and socioeconomic issues. This approach (a) provides access for men to receive services that consider paternal elements, and (b) models the needed systemic shift toward holistic family care.

FI will provide comprehensive services to 300 men during the grant period. Upon completion of educational cohorts, participants are encouraged to continue in other FI services (educational courses, mentor relationships, father-child activities, and other family outings) or enroll in community-partner programming related to personal advancement. To address economic stability issues, we are adding a program specialist to provide ongoing case management, with a specific focus on job readiness. This position will provide supportive resources to assist men to overcome barriers to employment. This may include assistance with fees, transportation, workplace equipment and/or uniforms, housing, utility assistance, minor medical expenses, or other crisis stabilization expenses.

5.1.3 Client Eligibility and Requirements

5 Points

What eligibility requirements must clients meet to qualify for services? What are the expectations of clients while receiving services? (e.g. client must pay \$30 fee for each class; client must remain sober; client is responsible for chores; nothing other than participation in services; etc.)

Any father who is a resident of Fayette County may receive services through our program. Services are available for grandfathers, uncles, foster parents, and other men serving in custodial roles or social fathers. Participants are recruited from many sources, but our services focus on fathers involved with Fayette County Drug or Family Court, domestic violence programs, or Department for Community Based Services (DCBS) Division of Protection and Permanency. Our program also receives and provides services to fathers referred from other community agencies or programs such as the Lexington Rescue Mission or DISMAS charities. Lastly, FI is a sanctioned, ongoing program within the Fayette County Detention Center, Blackburn Correctional Facility, and Fayette County Juvenile Detention Center.

All services are provided free of charge. Participants are asked to reasonably and respectfully participate in all program components and group activities. Clients are expected to be attentive, punctual, sober, and respectful and reasonably participate when attending program activities and groups. In order to receive a certificate and notice of completion for referral sources, clients are expected to complete the intake application, complete pre- and post-needs assessments, and be present for at least 10 out of the 12 group sessions. FI has developed the ability to conduct classes virtually in line with COVID-19 protocols. We continue to work towards full participation in live in-person classes as restrictions ease.

5.1.4 Evidence-Based/Best Practice

10 Points

Describe the evidence-based or promising practice model on which this service approach is based. Provide particular sources that indicate what you are doing is best-practice.

FI incorporates an integrated service delivery model that is neighborhood based, client focused, and relationship oriented. Our approach seeks to honor the men involved, creating an atmosphere of shared experiences and dialogue rather than the more clinical or institutional delivery model normally experienced by this population.

To complement this model, FI utilizes evidence-based curricula “24/7 DAD” and “Inside-Out Dad” that tactfully promotes learning and sharing. These two tools, created by the National Fatherhood Initiative, emphasize and reinforce positive fathering and parenting practices. Lessons address attitudes and beliefs associated with risk factors for violence, diminished mental health, child abuse and neglect, and socioeconomic risk factors, thus aligning with ESR Community Wellness priorities. Each curriculum uses cognitive-behavioral and emotive components plus group exercises and worksheets to reinforce knowledge gained from each lesson.

Both “24/7 Dad” and “Inside-Out Dad” are nationally recognized by the US Department of Health and Human Services, Administration for Children and Families compendium of approved curricula and promising practices (www.hmr curriculum.acf.hhs.gov/curricula). Each certified curriculum addresses father absence and attitudes associated with the overabundance of negative life outcomes correlated with father absence. FI collaborates with other expert presenters such as Prevent Child Abuse Kentucky and the Kentucky Marriage Movement to deliver supplemental curricula around male formation, marriage and healthy relationships, and father/child relationships. To buttress these educational components, participating fathers are presented with opportunities to avail themselves of clinical counseling, spiritual support, and LLF facilities and activities at no cost to participants.

5.2 Program Measures & Evaluation

5.2.1 Service Efficacy & Desired Outcomes

10 Points

What do you hope to help your clients achieve? What are some examples of goals you will set with clients? What is your service philosophy in terms of helping your clients achieve these goals? Describe how you define “successful” completion of services. (e.g. service is complete if: client remains for entire three-hour training; client continues services until judge orders otherwise; etc.) What percentage of clients meet that criteria for success?

FI enlists a philosophy that, if provided a structured, supportive, dignified venue with substantive educational material, men will feel empowered and thrive. Our goal is that clients gain a greater knowledge, awareness, and set of skills related to responsible fatherhood and healthy relationships. Specific competencies include the following: communication skills, appropriate disciplinary techniques, age-appropriate expectations, anger management, and co-parenting skills. We also seek to promote high civic engagement, self-sufficiency, and attention to personal care and health. All of this is to reach the primary goal of increased positive engagement with participants’ children. We assist fathers in establishing personal goals such as employment, education, increased time spent with children, and family reunification where appropriate.

To successfully complete the program, clients participate in at least one of our educational cohorts, attending at least 10 of the 12 of group sessions. Successful behavioral change and group engagement is evidenced by use of appropriate, non-derogatory, non-vulgar language; active listening; and timely participation in group activities, interim assignments, surveys, and evaluations, as reported by group facilitators and FI staff.

Given the barriers associated with the population served and the demands of our program, we have found that 70% of our clients meet our criteria for success. To honor the accomplishments of those who do complete the course, FI hosts a graduation ceremony to which families are invited. Each successful participant receives a certificate of recognition, and many express that this is a significant moment of achievement for them and their children.

5.2.2 Client Empowerment & Community Impact

10 Points

Describe what meaningful difference these services make in the lives of people served. What value is added to the community? Provide examples. (e.g. client demonstrates change in attitude; client has behavior change; etc.)

Participants develop knowledge and skills related to understanding, interacting with, and disciplining their children in a healthy manner, along with becoming socially responsible to the community. Participation awakens and revitalizes a paternal instinct that lies within each father, equipping and deploying these men into the lives of their children and families in Fayette County. FI exposes fathers to role models, community leaders, pastors, and resource providers, equipping them with a markedly increased network of relationships and contacts which results in heightened community and family engagement. More than 90% of participants who complete the program report having a more positive self-image, increased knowledge of healthy parenting practices, and increased age-appropriate behavior and discipline techniques.

Community benefits include increased economic opportunity and employment, child support contributions, and reduced DCBS and justice system involvement. Participants learn enhanced methods of co-parenting and healthy relationships in their families and communities. The resulting impact is a reduced burden on systems addressing foster care, child maltreatment, and intimate partner violence.

During a recent conversation with Danny, one of our father participants, he stated: “I was very impressed by giving the men a place to not be a bad guy. Every other program tells men they are the problem. This program says we are part of the solution.” And from Antonio: “This class taught me a lot about myself as a Man and as a Father. It also helped me to communicate more effectively with the mother of my child.”

5.2.3 Data Assessment & Quality Improvement

10 Points

While it doesn't have to be complicated, evaluation is more than saying "we provided this many 'units of service.'" How will you know if your services have been effective? How does this relate to the desired outcomes for your clients? How will the information gathered be used to improve your services in the future? Be specific (for example, data collection may be through focus groups, pre-and post-tests, client satisfaction surveys, etc.), and also **be specific regarding sampling size and frequency of evaluation.**

To assess and measure desired outcomes, we utilize standardized evaluation components developed by the National Fatherhood Institute. Each participant in a 12-week session will complete pre- and post-tests. This tool measures gains in each client's parenting attitudes, empathy, children's emotional well-being, support systems and utilization, age-appropriate behavior, positive parent-child activities, appropriate forms of discipline, aptitude to cope with stress in a healthy manner, and parental interpersonal relationships. Given that 70% of fathers complete the program, assessments will be garnered from 210 fathers, creating a substantive sample size to measure program efficacy. Measuring these outcomes assists in determining each client's ability to engage in positive fathering and relationships while holding appropriate attitudes and perception of self and others.

This validated tool is complemented with an additional instrument that allows participants to reflect on their gains throughout the program, offering further information to help staff identify areas needing attention. An additional evaluation component (administered to each participant) includes client satisfaction surveys related to cohort location, facilities, class material, and facilitators.

FI staff provide ongoing monitoring and site visits throughout this program and engage in continuous quality improvement concerning pre- and post-test outcomes, placement, program progress, completion rates, and evaluation of the cohort, facilities, location, and facilitators. The consistency of this process is aided by the frequency of cohort evaluation, which occurs before and after each 12-week session. Our program utilizes an information management system to track participant demographics, enrollment, completion, pre- and post-evaluation data, and progress notes.

5.3 Capacity & Sustainability

5.3.1 Staff Qualifications & Experience

5 Points

Provide information on the key/primary individuals that will be involved in the provision of services and demonstrate that they have the capacity to address the stated need. List each position by title and name of employee, if available. Describe the anticipated roles and responsibilities for each person as it relates to this project. Describe the experience, expertise, and capacity of each individual to address the proposed activities.

PROGRAM DIRECTOR – David Cozart provides program oversight, staff supervision, strategic planning, program efficacy, sustainability planning, and partner interactions. He obtained an undergraduate degree in psychology/sociology and a master's degree in theology from Campbellsville University. Cozart has worked with fathers for over 20 years, including as grant manager for a federal DHHS-funded fatherhood project.

PROGRAM COORDINATOR - Jared Sloan assists the director in client intake and needs assessment, facilitates groups, distributes supportive resources, supports volunteers, provides case management, manages the database, collects evaluation material from participants, and communicates with partners and volunteers. Sloan has a B.A in English from Georgetown College and a Master's in Education from UK. He has nearly 20 years' experience in HR and leadership development.

SUPPORT SPECIALIST (to be hired) - This new position will provide ongoing case management, needs assessment, individual development planning, and support of men in overcoming any barriers to family economic stability, such as employment training access, job placement, transportation, or record expungement following group participation and/or after release from incarceration. Bachelor's degree or minimum of three years' experience with target population required.

ADMINISTRATIVE ASSISTANT – Cindy Capria receives phone calls for intake, assists with clerical duties, enters data, purchases supplies, assists with events coordination, and provides general administrative support. Capria holds a B.S. in Social Work and brings over 30 years of social service experience to the team.

5.3.2 Partnership & Resource Leverage

5 Points

How do your programs and services support our community's comprehensive response to the identified priority area of Community Wellness & Safety? Does your organization have any formal agreements or informal working relationship with other local service programs?

What role does your governing board members, volunteers, and / or donors play in facilitating viable service delivery and program administration? Does your program have any major civic benefactors or corporate sponsors? Describe other secured funding sources and committed operational resources your organization has allocated for the proposed program.

FI converges with each component of the Community Wellness & Safety priority area. Fathers served are referred from agencies related to substance misuse, violence/abuse prevention, or mental health, such as Drug Court, DCBS, and Family Court. Research verifies that creating healthy, engaged fathers reduces the likelihood of these pathologies presenting in the children of those served (See 5.1.1). Of note is FI's deepened partnerships with the Fayette Juvenile Detention Center and Fayette County Detention Center.

LLF holds a long history of community engagement. The FI approach crosses multiple sectors, stemming from our strong belief that complex issues require comprehensive, collaborative solutions. Formal and informal partnerships exist with faith-based groups, agencies, businesses, and government entities. In fact, 15 partners from these sectors were engaged strategically in 2020. This approach also is realized in FI's volunteer engagement. In 2019, our last complete year of in-person programming, 20 trained facilitators lead 26 cohorts across the city. Each volunteer committed three hours of preparation and program delivery weekly, translating to 1,872 hours invested in the lives of fathers.

FI receives strong financial and strategic support from the LLF Board of Directors. The Board attends key events and ensures fiscal integrity. Along with ESR funds, corporate sponsorships, committed individuals, and other grants generate sustainable revenue for project implementation. FI continuously seeks to diversify funding partners from public, private, government, and foundation sources. Currently, FI receives support from the Robert Wood Johnson Foundation, The MAP Foundation, Elhapa Foundation, Fayette County Public Schools, Valvoline, and many more.

5.3.3 Outreach & Inclusion Strategy

15 Points

Demonstrate how the program will ensure services are available and accessible by all potential participants, especially related to language barriers for persons with limited English proficiency; persons with physical or other disabilities; and persons impacted by poverty and economic distress.

Has your organization enacted any policies (or employs any standard operating procedures) to ensure equitable service opportunity and / or benefit program to a diverse cross-section of the greater community? How does your proposal support or enhance the recommendations made by the Mayor's Commission on Racial Justice & Equality?

Services are available to any Fayette County resident father, grandparent, uncle, or others serving as custodial or non-custodial father figure. Sessions include written curriculum, along with meals or snacks, provided without cost to participants. Program sites are located in neighborhoods within the north, south, east end, and west end areas of Lexington including at the newly dedicated Center for Fathers and Families at 436 Georgetown St. This Center will provide a safe and productive environment for Fathers to enhance parenting skills, access technology, or spend time with a mentor. Other sites are intentionally located near public transportation depots for those lacking personal transportation. To ensure access for those incarcerated, services are offered within both juvenile and adult detention facilities. All facilities are ensured to be ADA compliant.

Weekly sessions occur during the evening hours. Participants with physical barriers that affect transportation are connected to FI mentors and staff who work to alleviate the barriers. FI offers curricula in Spanish and French. FI partners with DCBS and the Sign Language Network of Kentucky to provide additional interpreters as needed.

Finally, the FI program director, David Cozart, served as the vice-chair on the Mayor's commission subcommittee for Law Enforcement, Justice, & Accountability. FI supports the recommendations through research driven implementation of positive fatherhood engagement. This addresses the Mayors Commission recommendations regarding student performance, poverty, and economic/housing stability (Education & Economic Opportunity and Housing & Gentrification); childhood physical, mental, and emotional health (Health Disparities); criminal activity and/or victimization (Law Enforcement, Justice & Accountability).

6.0 Program Budget Summary Form Instructions

Proposal Submittal shall be considered incomplete and shall be rejected without completed Budget Summary Form. (Including total amount of ESR grant request.)

For organizations requesting funding for more than one program in this RFP, combine into a single Program Budget narrative for the proposal.

Please note that the Program Budget will be part of the grantee agreement with LFUCG and regular tracking and expenditure reporting will be required.

To ensure readability and uniformity, please use the Program Budget form included. Provide brief line-item detail as specified in each section below and verify all calculations.

This section provides a summary of the total proposed Program Budget for FY 2022. It requests the allocation of all projected funding amounts (City and non-City sources) for anticipated FY 2022 program expenditures.

Total Program Budget

Column A should reflect projected expenditures for the entire program (not just the proposed LFUCG ESR grant funding request portion). When the chart is completed this column should equal ESR Grant Funding Request plus other/non-ESR program funding. (A=B+C)

ESR Grant Funding Request

Column B is the grant amount being requested from this RFP to support this program's services to eligible Fayette County Participants.

Non-LFUCG Program Funding

Column C is the non-LFUCG ESR funding that is allocated to the Total Program Budget (A-B = C).

This form is for the budget for the PROGRAM applying for ESR funds, not the total agency budget.

For each category identify the amount requested and the amount to be leveraged through other programs or organizations (if applicable).

Staff Salaries – Identify the number of Full-time position salaries allocated to the program, and part-time positions allocated to the program, and the amounts of each allocated to Columns A, B, & C.

Consultant Services – In the "List Details" box, **briefly** describe any expenses associated with providing expanded supportive services or other services for which the organization intends to contract with another entity. Any of these expenses to be provided by the proposing organization should be included in other line items.

Space/Facilities – In the "List Details" box, **briefly** list the basis of the allocation of rental costs, utilities, janitorial costs, and any other facility costs for the Program. Identify any office or program space in an LFUCG owned building, and any other costs (rent, monthly utilities, etc.) reimbursed to LFUCG.

Scholarships/Stipends – In the "List Details" box, **briefly** list the type of scholarships or stipends, and include the number of people or organizations to receive funds.

Operating Expenses – In the "List Details" box, **briefly** list the costs associated with expenses, supplies, utilities, and any other expense associated directly with the operation of the project.

Other – In the "List Details" box, **briefly** list any other costs for the Program not covered above.

PROGRAM BUDGET SUMMARY

Agency Name _____

Program Name **Fatherhood Initiative**

FY 2022 (July 1, 2021-June 30, 2022) Total Program Budget

		Column A Total Program Budget [= B+C]	Column B ESR Grant Funding Request	Column C Non-ESR Program Funding [A-B]
1. Staff Salaries for Program	# of Employees:			
Full-Time (FTE)	4	184,782	88,283	96,499
Part-Time	1	8,853	0	8,853
Total Salaries		193,635	88,283	105,352

3. Consultant Services	\$	0	0	0
<i>list details</i>				

4. Space/Facilities	\$	24,000	0	24,000
<i>list details</i>	Total program budget (Column A), includes occupancy cost at 436 Georgetown Street (utilities and maintenance, janitorial service, grounds, fire alarm system, telephone and internet access, contents insurance and the like).			

5. Operating Expenses	\$	31,240	5,600	25,640
<i>list details</i>	Total program budget (Column A), includes educational curriculum, cohort meals/snacks, office supplies, printing, local mileage reimbursement to staff, translation services, and the annual fathers and families cookout and resource fair on Father's Day weekend. ESR funds will be applied to a portion of these costs.			

6. Scholarships / Stipends	\$	0	0	0
<i>list details - numbers & amounts</i>				

7. Other	\$	23,200	9,000	14,200
<i>list details</i>	Total program budget (Column A), includes training events and conferences, networking with local community partners, marketing and social media promotion, and overhead expense reimbursement for accounting, fundraising, liability insurance, legal consultation, and related expenses.			

8. TOTAL FY22 PROGRAM BUDGET	\$	272,075	102,883	169,192
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Cost per Program Participant: \$ 907

I understand that this document in its entirety is incorporated into my grant Agreement with the Lexington-Fayette Urban County Government.

Authorized Representative (*typed name*): Eric Geary
Title: CEO **Date:** 5/13/2021



Lexington-Fayette Urban County Government

Request for Proposal

The Lexington-Fayette Urban County Government hereby requests proposals for **RFP #10-2021 Childhood & Youth Development – Extended Social Resources (ESR) Grant Program** to be provided in accordance with terms, conditions and specifications established herein.

Proposals will be received **online only** at <https://lexingtonky.ionwave.net> until **2:00 PM**, prevailing local time, on **May 14, 2021**.

Proposals received after the date and time set for opening proposals will not be considered for award of a contract/grant. It is the sole responsibility of the Proposer to assure that his/her proposal is submitted online before the date and time set for opening proposals.

Additional copies of this Request For Proposals are available from the Division of Central Purchasing, Room 338 Government Center, 200 East Main Street, Lexington, KY 40507, (859)-258-3320, at no charge.

Proposals, once submitted, may not be withdrawn for a period of sixty (60) calendar days.

The Lexington-Fayette Urban County Government reserves the right to reject any or all proposals, and to waive technicalities and informalities when such waiver is determined by the Lexington-Fayette Urban County Government to be in its best interest.

Electronic signature online at <https://lexingtonky.ionwave.net> constitutes acceptance by the Proposer of terms, conditions and requirements set forth herein.

Pre-Proposal Meeting will be held on **April 30th, 2021 at 10:00AM EST** via Zoom (see section 3.1 in Scope of Work document for meeting link).

Minor exceptions may not eliminate the proposal. Any exceptions to the specifications established herein shall be listed in detail on a separate sheet and attached hereto. The Lexington-Fayette Urban County Government shall determine whether any exception is minor.

Please do not contact any LFUCG staff member or any other person involved in the selection process other than the designated contact person(s) regarding the project contemplated under this RFP while this RFP is open and a selection has not been finalized. Any attempt to do so may result in disqualification of the firm's submittal for consideration.

Laws and Regulations

All applicable state laws, municipal ordinances and regulations of all authorities having jurisdiction over the project shall apply to the contract, and shall be deemed to be incorporated herein by reference.

Equal Employment Opportunity

The Entity (regardless of whether construction contractor, non-construction contractor or supplier) agrees to provide equal opportunity in employment for all qualified persons, to prohibit discrimination in employment because of race, color, creed, national origin, sex or age, and to promote equal employment through a positive, continuing program from itself and each of its subcontracting agents. This program of equal employment opportunity shall apply to every aspect of its employment policies and practices.

Kentucky Equal Employment Opportunity Act

The Kentucky Equal Employment Opportunity Act of 1978 (KRS 45.560-45.640) requires that any "county, city, town, school district, water district, hospital district, or other political subdivision of the state shall include in directly or indirectly publicly funded contracts for supplies, materials, services, or equipment hereinafter entered into the following provisions:

"During the performance of this contract, the contractor agrees as follows:

- (1) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, age, or national origin;
- (2) The contractor will state in all solicitations or advertisements for employees placed by or on behalf of the contractors that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, age, or national origin;

(3) The contractor will post notices in conspicuous places, available to employees and applicants for employment, setting forth the provision of the nondiscrimination clauses required by this section; and

(4) The contractor will send a notice to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding advising the labor union or workers' representative of the contractor's commitments under the nondiscrimination clauses."

The Act further provides:

"KRS 45.610. Hiring minorities -- Information required

(1) For the length of the contract, each contractor shall hire minorities from other sources within the drawing area, should the union with which he has collective bargaining agreements be unwilling to supply sufficient minorities to satisfy the agreed upon goals and timetables.

(2) Each contractor shall, for the length of the contract, furnish such information as required by KRS 45.560 to KRS 45.640 and by such rules, regulations and orders issued pursuant thereto and will permit access to all books and records pertaining to his employment practices and work sites by the contracting agency and the department for purposes of investigation to ascertain compliance with KRS 45.560 to 45.640 and such rules, regulations and orders issued pursuant thereto.

KRS 45.620. Action against contractor -- Hiring of minority contractor or subcontractor

(1) If any contractor is found by the department to have engaged in an unlawful practice under this chapter during the course of performing under a contract or subcontract covered under KRS 45.560 to 45.640, the department shall so certify to the contracting agency and such certification shall be binding upon the contracting agency unless it is reversed in the course of judicial review.

(2) If the contractor is found to have committed an unlawful practice under KRS 45.560 to 45.640, the contracting agency may cancel or terminate the contract, conditioned upon a program for future compliance approved by the contracting agency and the department. The contracting agency may declare such a contractor ineligible to bid on further contracts with that agency until such time as the

contractor complies in full with the requirements of KRS 45.560 to 45.640.

(3) The equal employment provisions of KRS 45.560 to 45.640 may be met in part by a contractor by subcontracting to a minority contractor or subcontractor. For the provisions of KRS 45.560 to 45.640, a minority contractor or subcontractor shall mean a business that is owned and controlled by one or more persons disadvantaged by racial or ethnic circumstances.

KRS 45.630 Termination of existing employee not required, when

Any provision of KRS 45.560 to 45.640 notwithstanding, no contractor shall be required to terminate an existing employee upon proof that employee was employed prior to the date of the contract.

KRS 45.640 Minimum skills

Nothing in KRS 45.560 to 45.640 shall require a contractor to hire anyone who fails to demonstrate the minimum skills required to perform a particular job."

It is recommended that all of the provisions above quoted be included as special conditions in each contract. In the case of a contract exceeding \$250,000, the contractor is required to furnish evidence that his workforce in Kentucky is representative of the available workforce in the area from which he draws employees, or to supply an Affirmative Action plan which will achieve such representation during the life of the contract.

LFUCG Non-Appropriation Clause

Contractor acknowledges that the LFUCG is a governmental entity, and the contract validity is based upon the availability of public funding under the authority of its statutory mandate.

In the event that public funds are unavailable and not appropriated for the performance of the LFUCG's obligations under this contract, then this contract shall automatically expire without penalty to the LFUCG thirty (30) days after written notice to Contractor of the unavailability and non-appropriation of public funds. It is expressly agreed that the LFUCG shall not activate this non-appropriation provision for its convenience or to circumvent the requirements of this contract, but only as an emergency fiscal measure during a substantial fiscal crisis, which affects generally its governmental operations.

In the event of a change in the LFUCG's statutory authority, mandate and mandated functions, by state and federal legislative or regulatory action, which adversely affects the LFUCG's authority to continue its obligations under this contract, then this contract shall automatically terminate without penalty to the LFUCG upon written notice to Contractor of such limitation or change in the LFUCG's legal authority.

AFFIDAVIT

Comes the Affiant, ERIC GOARY, and after being first duly sworn, states under penalty of perjury as follows:

1. His/her name is ERIC GOARY and he/she is the individual submitting the proposal or is the authorized representative of LEXINGTON LEADERSHIP FOUNDATION, the entity submitting the proposal (hereinafter referred to as "Proposer").
2. Proposer will pay all taxes and fees, which are owed to the Lexington-Fayette Urban County Government at the time the proposal is submitted, prior to award of the contract and will maintain a "current" status in regard to those taxes and fees during the life of the contract.
3. Proposer will obtain a Lexington-Fayette Urban County Government business license, if applicable, prior to award of the contract.
4. Proposer has authorized the Division of Central Purchasing to verify the above-mentioned information with the Division of Revenue and to disclose to the Urban County Council that taxes and/or fees are delinquent or that a business license has not been obtained.
5. Proposer has not knowingly violated any provision of the campaign finance laws of the Commonwealth of Kentucky within the past five (5) years and the award of a contract to the Proposer will not violate any provision of the campaign finance laws of the Commonwealth.
6. Proposer has not knowingly violated any provision of Chapter 25 of the Lexington-Fayette Urban County Government Code of Ordinances, known as "Ethics Act."

Continued on next page

7. Proposer acknowledges that "knowingly" for purposes of this Affidavit means, with respect to conduct or to circumstances described by a statute or ordinance defining an offense, that a person is aware or should have been aware that his conduct is of that nature or that the circumstance exists.

Further, Affiant sayeth naught.

Eric Geary
STATE OF *Kentucky*
COUNTY OF *Fayette*

The foregoing instrument was subscribed, sworn to and acknowledged before me by *Eric Geary* on this the *12th* day of *May*, 2021.

My Commission expires: *11-20-23*

Karen M. Boens
NOTARY PUBLIC, STATE AT LARGE



EQUAL OPPORTUNITY AGREEMENT

The Law

- Title VII of the Civil Rights Act of 1964 (amended 1972) states that it is unlawful for an employer to discriminate in employment because of race, color, religion, sex, age (40-70 years) or national origin.
- Executive Order No. 11246 on Nondiscrimination under Federal contract prohibits employment discrimination by contractor and sub-contractor doing business with the Federal Government or recipients of Federal funds. This order was later amended by Executive Order No. 11375 to prohibit discrimination on the basis of sex.
- Section 503 of the Rehabilitation Act of 1973 states:

The Contractor will not discriminate against any employee or applicant for employment because of physical or mental disability.

- Section 2012 of the Vietnam Era Veterans Readjustment Act of 1973 requires Affirmative Action on behalf of disabled veterans and veterans of the Vietnam Era by contractors having Federal contracts.
- Section 206(A) of Executive Order 12086, Consolidation of Contract Compliance Functions for Equal Employment Opportunity, states:

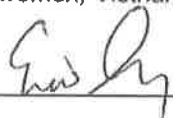
The Secretary of Labor may investigate the employment practices of any Government contractor or sub-contractor to determine whether or not the contractual provisions specified in Section 202 of this order have been violated.

The Lexington-Fayette Urban County Government practices Equal Opportunity in recruiting, hiring and promoting. It is the Government's Intent to affirmatively provide employment opportunities for those individuals who have previously not been allowed to enter into the mainstream of society. Because of its importance to the local Government, this policy carries the full endorsement of the Mayor, Commissioners, Directors and all supervisory personnel. In following this commitment to Equal Employment Opportunity and because the Government is the benefactor of the Federal funds, it is both against the Urban County Government policy and illegal for the Government to let contracts to companies which knowingly or unknowingly practice discrimination in their employment practices. Violation of the above mentioned ordinances may cause a contract to be canceled and the contractors may be declared ineligible for future consideration.

Please sign this statement in the appropriate space acknowledging that you have read and understand the provisions contained herein. Return this document as part of your application packet.

Bidders

I/We agree to comply with the Civil Rights Laws listed above that govern employment rights of minorities, women, Vietnam veterans, handicapped and aged persons.



Signature

LEXINGTON LEADERSHIP FOUN.

Name of Business

WORKFORCE ANALYSIS FORM

Name of Organization: Lexington Leadership Foundation

Categories	Total	White (Not Hispanic or Latino)		Hispanic or Latino		Black or African-American (Not Hispanic or Latino)		Native Hawaiian and Other Pacific Islander (Not Hispanic or Latino)		Asian (Not Hispanic or Latino)		American Indian or Alaskan Native (not Hispanic or Latino)		Two or more races (Not Hispanic or Latino)		Total	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Administrators	12	3	5			3	1									6	6
Professionals	3	2				1										3	-
Superintendents																	
Supervisors																	
Foremen																	
Technicians																	
Protective Service																	
Para-Professionals																	
Office/Clerical	2		2													-	2
Skilled Craft																	
Service/Maintenance																	
Total:	17	5	7			4	1									9	8

Prepared by: Sally Davenport Date: 5/12/21
 (Name and Title): Administrator Revised 2015-Dec-15

GENERAL PROVISIONS

1. Each Respondent shall comply with all Federal, State & Local regulations concerning this type of service or good.

The Respondent agrees to comply with all statutes, rules, and regulations governing safe and healthful working conditions, including the Occupational Health and Safety Act of 1970, 29 U.S.C. 650 *et. seq.*, as amended, and KRS Chapter 338. The Respondent also agrees to notify the LFUCG in writing immediately upon detection of any unsafe and/or unhealthful working conditions at the job site. The Respondent agrees to indemnify, defend and hold the LFUCG harmless from all penalties, fines or other expenses arising out of the alleged violation of said laws.

2. Failure to submit ALL forms and information required in this RFP may be grounds for disqualification.
3. Addenda: All addenda, if any, shall be considered in making the proposal, and such addenda shall be made a part of this RFP. Before submitting a proposal, it is incumbent upon each proposer to be informed as to whether any addenda have been issued, and the failure to cover in the bid any such addenda may result in disqualification of that proposal.
4. Proposal Reservations: LFUCG reserves the right to reject any or all proposals, to award in whole or part, and to waive minor immaterial defects in proposals. LFUCG may consider any alternative proposal that meets its basic needs.
5. Liability: LFUCG is not responsible for any cost incurred by a Respondent in the preparation of proposals.
6. Changes/Alterations: Respondent may change or withdraw a proposal at any time prior to the opening; however, no oral modifications will be allowed. Only letters, or other formal written requests for modifications or corrections of a previously submitted proposal which is addressed in the same manner as the proposal, and received by LFUCG prior to the scheduled closing time for receipt of proposals, will be accepted. The proposal, when opened, will then be corrected in accordance with such written request(s), provided that the written request is contained in a sealed envelope which is plainly marked "modifications of proposal".
7. Clarification of Submittal: LFUCG reserves the right to obtain clarification of any point in a bid or to obtain additional information from a Respondent.
8. Bribery Clause: By his/her signature on the bid, Respondent certifies that no employee of his/hers, any affiliate or Subcontractor, has bribed or attempted

to bribe an officer or employee of the LFUCG.

9. Additional Information: While not necessary, the Respondent may include any product brochures, software documentation, sample reports, or other documentation that may assist LFUCG in better understanding and evaluating the Respondent's response. Additional documentation shall not serve as a substitute for other documentation which is required by this RFP to be submitted with the proposal,
10. Ambiguity, Conflict or other Errors in RFP: If a Respondent discovers any ambiguity, conflict, discrepancy, omission or other error in the RFP, it shall immediately notify LFUCG of such error in writing and request modification or clarification of the document if allowable by the LFUCG.
11. Agreement to RFP Terms: In submitting this proposal, the Respondent agrees that it has carefully examined the specifications and all provisions relating to the work to be done attached hereto and made part of this proposal. By acceptance of a Contract/Grant under this RFP, proposer states that it understands the meaning, intent and requirements of the RFP and agrees to the same. The successful Respondent shall warrant that it is familiar with and understands all provisions herein and shall warrant that it can comply with them. No additional compensation to Respondent shall be authorized for services or expenses reasonably covered under these provisions that the proposer omits from its Proposal.
12. Cancellation: If the services to be performed hereunder by the Respondent are not performed in an acceptable manner to the LFUCG, the LFUCG may cancel this contract for cause by providing written notice to the proposer, giving at least thirty (30) days notice of the proposed cancellation and the reasons for same. During that time period, the proposer may seek to bring the performance of services hereunder to a level that is acceptable to the LFUCG, and the LFUCG may rescind the cancellation if such action is in its best interest.

A. Termination for Cause

- (1) LFUCG may terminate a contract because of the contractor's failure to perform its contractual duties
- (2) If a contractor is determined to be in default, LFUCG shall notify the contractor of the determination in writing, and may include a specified date by which the contractor shall cure the identified deficiencies. LFUCG may proceed with termination if the contractor fails to cure the deficiencies within the specified time.

- (3) A default in performance by a contractor for which a contract may be terminated shall include, but shall not necessarily be limited to:
- (a) Failure to perform the contract according to its terms, conditions and specifications;
 - (b) Failure to make delivery within the time specified or according to a delivery schedule fixed by the contract;
 - (c) Late payment or nonpayment of bills for labor, materials, supplies, or equipment furnished in connection with a contract for construction services as evidenced by mechanics' liens filed pursuant to the provisions of KRS Chapter 376, or letters of indebtedness received from creditors by the purchasing agency;
 - (d) Failure to diligently advance the work under a contract for construction services;
 - (e) The filing of a bankruptcy petition by or against the contractor; or
 - (f) Actions that endanger the health, safety or welfare of the LFUCG or its citizens.


B. At Will Termination

Notwithstanding the above provisions, the LFUCG may terminate this contract at will in accordance with the law upon providing thirty (30) days written notice of that intent, Payment for services or goods received prior to termination shall be made by the LFUCG provided these goods or services were provided in a manner acceptable to the LFUCG. Payment for those goods and services shall not be unreasonably withheld.

13. **Assignment of Contract:** The contractor shall not assign or subcontract any portion of the Contract without the express written consent of LFUCG. Any purported assignment or subcontract in violation hereof shall be void. It is expressly acknowledged that LFUCG shall never be required or obligated to consent to any request for assignment or subcontract; and further that such refusal to consent can be for any or no reason, fully within the sole discretion of LFUCG.
14. **No Waiver:** No failure or delay by LFUCG in exercising any right, remedy, power or privilege hereunder, nor any single or partial exercise thereof, nor the exercise of any other right, remedy, power or privilege shall operate as a waiver hereof or thereof. No failure or delay by LFUCG in exercising any right, remedy, power or privilege under or in respect of this Contract shall affect the rights, remedies, powers or privileges of LFUCG hereunder or shall operate as a waiver thereof.
15. **Authority to do Business:** The Respondent must be a duly organized and

authorized to do business under the laws of Kentucky. Respondent must be in good standing and have full legal capacity to provide the services specified under this Contract. The Respondent must have all necessary right and lawful authority to enter into this Contract for the full term hereof and that proper corporate or other action has been duly taken authorizing the Respondent to enter into this Contract. The Respondent will provide LFUCG with a copy of a corporate resolution authorizing this action and a letter from an attorney confirming that the proposer is authorized to do business in the State of Kentucky if requested. All proposals must be signed by a duly authorized officer, agent or employee of the Respondent.

16. **Governing Law:** This Contract shall be governed by and construed in accordance with the laws of the Commonwealth of Kentucky. In the event of any proceedings regarding this Contract, the Parties agree that the venue shall be the Fayette County Circuit Court or the U.S. District Court for the Eastern District of Kentucky, Lexington Division. All parties expressly consent to personal jurisdiction and venue in such Court for the limited and sole purpose of proceedings relating to this Contract or any rights or obligations arising thereunder. Service of process may be accomplished by following the procedures prescribed by law.
17. **Ability to Meet Obligations:** Respondent affirmatively states that there are no actions, suits or proceedings of any kind pending against Respondent or, to the knowledge of the Respondent, threatened against the Respondent before or by any court, governmental body or agency or other tribunal or authority which would, if adversely determined, have a materially adverse effect on the authority or ability of Respondent to perform its obligations under this Contract, or which question the legality, validity or enforceability hereof or thereof.
18. Contractor understands and agrees that its employees, agents, or subcontractors are not employees of LFUCG for any purpose whatsoever. Contractor is an independent contractor at all times during the performance of the services specified.
19. If any term or provision of this Contract shall be found to be illegal or unenforceable, the remainder of the contract shall remain in full force and such term or provision shall be deemed stricken.



Signature

5-11-21

Date



PROPOSAL SUBMITTAL FORM

Agency Information

Agency Name: Lexington Leadership Foundation

Mailing Address: P.O. Box 54642 Lexington, KY 40555

Street Address: 422 Codell Drive Lexington, KY 40509

Phone: (859) 277 - 3087

Is your Agency registered with the IRS as a 501(c)3 organization? Yes No
*Note: Agencies **must** be registered with the IRS as a 501(c)3 organization to be eligible for ESR Program funding.*

Does your agency have a Silver Seal of Transparency or higher profile on GuideStar.org? Yes No
Note: Agencies must have a Silver Seal of Transparency or higher profile with GuideStar.org to be eligible for ESR funding.

Website Address: lexlf.org

Agency Representative (*typically the Executive Director - Name, Title, Phone, Email*):
Eric Geary, CEO, 859-277-3087, egeary@lexlf.org

Person Completing Application (*Name, Title, Phone, Email*):
Eric Geary, CEO, 859-277-3087, egeary@lexlf.org

Program Information

Name of program for which funds are being requested: Urban Youth Empowerment Project

Total Funding Amount Requested: \$ 132,951

RFP #11-2021 PROPOSAL SUBMITTAL FORM

- Save this PDF formatted Proposal Submittal Form to your hard drive before beginning to enter responses in it to ensure your responses are saved to the form.
- LIMIT RESPONSES IN TEXT BOXES TO 250 WORDS
- REMINDER: All proposals must be written in a clear and concise manner, as there will be no follow-up or clarifications to proposer's submittal form once the evaluation process begins.

5.1 Program Proposal & Design

5.1.1 Needs Statement—Purpose of the Program Proposal / Problem Statement

15 Points

Using local data, provide a description of the problem in Fayette County. Identify the specific population your program is targeting (i.e. age, geographical region, economic status, etc.) and explain why. Discuss whether this population is under-served or at-risk. Describe your understanding of the local system of services addressing this problem, obstacles and/or opportunities your clients face, and how your agency fits within this system of services.

Lexington is a growing and vibrant city that seeks to provide opportunity and equity for all. Yet for some, opportunity and equity seem out of reach. A determining factor is often the degree to which poverty affects children and families. According to recent data, 20.4% of Fayette County children live in poverty (Poverty USA 2019). Comparatively, the national average is 16.8%. but is higher for African Americans (20.8%) and Hispanics (17.6%), (Poverty USA, 2019). The obstacles surrounding poverty often translate into a lack of positive role models, food insecurity, family incarceration and exposure to crime for our clients.

The Urban Youth Empowerment program targets youth ages 5-18 who are growing up in poverty. Currently, 85% of our program participants are either African American or Hispanic. Our programs are focused on evidence-based practices of one-to-one and group mentoring. We believe, and research supports it, that the positive outcomes associated with youth who have mentors (such as increased likelihood to graduate high school and attend college), have the power to break cycles of poverty. Key to our methodology and effectiveness is our partner-centric approach. We strategically work with the school system, LFUCG social services, family court, mental health agencies, local churches, and other youth service agencies. Because of the grassroots, boots-on-the-ground aspect of mentoring, we see ourselves as the relational router in this system. The consistent and committed relationships we build with children and families enables us to help them navigate complex systems and get the support they need to succeed.

5.1.2 Service Delivery Model

15 Points

What steps will you take or what activities will you provide to assist clients in achieving these goals? Describe each “unit of service” you will provide for clients and how often and how long this service will be provided (e.g. a one-time three-hour training; a weekly one-hour support group for 12 weeks; one 30-minute health exam twice a year; 1-3 hour advocacy services as needed; etc.) How will these services address the problem as identified in the Needs Statement above? Be specific.

Annually, the Urban Youth Empowerment program will mentor 430 Fayette County youth through one-to-one and small group (in-school and after-school) mentoring. Services will be aligned with current regulations related to pandemic protocols.

Our program will provide one-to-one mentoring for 150 youth ages 6 to 18. Adult volunteers will spend at least one hour weekly for one full year in positive activities with youth. Additionally, through a one-to-one elementary reading program, 60 students across five sites in underserved neighborhoods will address academic learning loss and reading goals for 2nd-5th academically challenged students. They will meet once a week for 14 weeks each semester. Also, twenty students will meet for 1.5 hours twice a week for 8 weeks during summer sessions. (Total 230 served).

Group mentoring will be provided for 200 elementary, middle and high school students annually. We will match volunteers to small groups of 4-6 participants for homework help after school. Sessions are 2.5 hours long, and students attend 1-2 times weekly. Additionally, in-school group mentoring occurs two hours per week at four high-need schools, focusing on positive attitudes toward education and character-building. Finally, weekly group mentoring for college readiness is provided for 9th-12th graders, 1-2 hours weekly for 10 weeks each semester. (Total 200 served).

These services provide positive adult role models, academic enrichment, and opportunities for youth to develop confidence through leadership. The result of improved attendance at school, and college and job readiness prepares them to break cycles of poverty.

5.1.3 Client Eligibility and Requirements

5 Points

What eligibility requirements must clients meet to qualify for services? What are the expectations of clients while receiving services? (e.g. client must pay \$30 fee for each class; client must remain sober; client is responsible for chores; nothing other than participation in services; etc.)

Program eligibility includes the following:

- A. Youth must be within ages 5-18, with specific ages based on the service component being conducted (e.g., high school, middle school, or elementary school activities).
- B. Students must in underserved and under resourced neighborhoods and present poverty, limited ability to speak English, family incarceration, poor school grades, truancy, behavioral issues, or family distress circumstances.
- C. One-to-one mentoring with a matched mentor is specific to youth impacted by incarceration.
- D. Clients are expected to attend at least 85% of the program in which they are enrolled. Also, children and youth must agree to the behavioral guidelines of each program and behave accordingly. Persistent, unmanageable behavior that cannot be resolved through our discipline procedures will cause youth to be suspended from the program or placed in a more suitable activity. Open communication between caregivers, school personnel, and our staff is mandatory.
- E. To elevate consistency issues with some youth, we provide transportation if needed, follow-up with caregivers of absent youth, incentives for increased participation when appropriate, and other reductions to obstacles present. Lastly, by focusing on small child to adult ratios, whether one-to-one or small group, we are making consistent interaction obtainable for all program participants.

Recognizing that the cost of quality afterschool programming, tutoring, and college readiness is a barrier to low income families, the Urban Youth Empowerment mentoring programs are presented free of charge to all participants.

5.1.4 Evidence-Based/Best Practice

10 Points

Describe the evidence-based or promising practice model on which this service approach is based. Provide particular sources that indicate what you are doing is best-practice.

The Urban Youth Empowerment project provides youth with assets which will reduce poverty, reduce youth violence, and improve quality of life, leading to resiliency and future success. Among the assets we deploy are caring adult mentors, role models, and positive peer influencers, forming a community that values youth. These assets have been shown effective by research from the Search Institute (40 Developmental Assets, 2019). Their surveys of 121,157 U.S. youth show that youth matched with caring adults exhibit less negative behavior (alcohol abuse, violence, criminal activity, skipping school) and more positive behavior (graduation, employment, seeking higher education). Research by the Search Institute also shows that the greater number of assets present in a child’s life (such as the combination of one-to-one mentoring and group mentoring), the greater the likelihood that barriers to self-sufficiency, resiliency, and future success will be removed.

Furthermore, there is a multiplication effect on families benefiting from mentoring both in group and one-to-one settings. A report by Fight Crime: Invest in Kids found that afterschool programs play a vital role in turning the hours between 2 pm and 6 pm into a time of opportunity for young people. A 70% drop in juvenile crime corresponded with the rise in availability of afterschool opportunities across the country (<http://www.afterschoolalliance.org/policyStateFacts.cfm?state=KY>).

The Afterschool Alliance also reports for Kentucky parents that afterschool programs help them keep their jobs (73%), reduce the likelihood their kids will engage in risky behaviors (66%), and they support public funding for afterschool programs (83%), (Afterschool Alliance: <http://www.afterschoolalliance.org/policyStateMap.cfm>).

5.2 Program Measures & Evaluation

5.2.1 Service Efficacy & Desired Outcomes

10 Points

What do you hope to help your clients achieve? What are some examples of goals you will set with clients? What is your service philosophy in terms of helping your clients achieve these goals? Describe how you define "successful" completion of services. (e.g. service is complete if: client remains for entire three-hour training; client continues services until judge orders otherwise; etc.) What percentage of clients meet that criteria for success?

Individual goal setting occurs with youth in collaboration with volunteers, family, and school personnel. Examples include increasing school attendance, improving grades, reaching graduation, and decreasing behavioral issues.

In order to engage in a group mentoring activity, youth and parents complete a program application. The intake process for all programs ensures a baseline measurement for appropriate program and client outcomes. The application into the program also creates opportunity for a personal introduction to parents and caregivers.

A more extensive application is submitted by the caregiver and client for one-to-one mentoring. This step gauges student interest, commitment to the program, and issues that may arise. We complete this process with the family during a home visit.

Youth matched in one-to-one mentoring are expected to spend at least four hours per month with their mentors engaged in positive community activities for 12 months. Youth in group mentoring activities are expected to attend at least 85% of mentoring sessions. 2020 was a difficult year to measure program success. We will achieve the following measures of success during this granting period as COVID restrictions ease:

1. 80% of mentored youth will show improved behavior (2019 - 100% youth surveyed showed improvement).
2. 80% of mentored youth will show improved attendance at school (2019 - 80% youth surveyed showed improvement).
3. 65% of mentored youth will show improved grades, (2019 - 60% youth surveyed showed improvement).
4. 65% of one-to-one mentoring matches will continue for 12 months. (2019 - 54% continued past 12 months).

5.2.2 Client Empowerment & Community Impact

10 Points

Describe what meaningful difference these services make in the lives of people served. What value is added to the community? Provide examples. (e.g. client demonstrates change in attitude; client has behavior change; etc.)

Our asset-based service model has great power to help children and therefore the community at-large. Mentoring and engagement in positive activities increases high school graduation rates, enhances positive attitude toward schools, enhances self-esteem, improves behavior, and improves interpersonal skills (Benefits for Young People, Youth.gov). Additionally, mentoring, and positive adult relationships will decrease the likelihood of poor behavioral choices, including decreasing the initiation of drug and alcohol use by teens (National Mentoring Resource Center/OJJDP).

The pandemic has interfered with many of our program's measurements for 2020, but we can report that in 2019 the Urban Youth Empowerment program showed that over 80% of youth surveyed had improved behavior, attendance, and 60% showed improvements in grades at school. The community (families, schools, neighborhoods) is impacted as youth engage positively in education, volunteerism, and the workforce. This translates into a stronger community with more engaged citizens. Finally, breaking cycles of poverty reduces the long-term burden on social services.

The following example provides evidence of meaningful change which impacts our community: Jemima is a senior at Bryan Station High School. Jemima's family is from the Democratic Republic of the Congo. Seeking a better life, her parents along with her seven siblings immigrated to Lexington, KY fleeing violence and poverty. Jemima began attending our group mentoring programs during middle school. She soon began to thrive in our programming, including our college and career readiness class. Now, as a graduating senior with a 4.0, she has earned numerous scholarships and will attend Bellarmine University this fall.

5.2.3 Data Assessment & Quality Improvement

10 Points

While it doesn't have to be complicated, evaluation is more than saying "we provided this many 'units of service.'" How will you know if your services have been effective? How does this relate to the desired outcomes for your clients? How will the information gathered be used to improve your services in the future? Be specific (for example, data collection may be through focus groups, pre-and post-tests, client satisfaction surveys, etc.), and also **be specific regarding sampling size and frequency of evaluation.**

Youth will complete a pre-test assessment of attitudes, behavior, and skills to measure baseline information for program outcomes. Upon completion of programming, each child will complete a post-assessment to measure gains. Staff also will obtain data concerning grades, attendance, and behavior from school personnel upon program entry and completion (with parent permission). Program staff will use this information to objectively assess both client and program achievement. In 2019 the Urban Youth Empowerment project added college readiness and ACT preparation as part of our programming. This was a result of knowledge gained through this continual quality improvement process and resulted in over \$500,000 in college scholarships offered to our students.

The data management system, designed specifically for our mentoring programs by Innovative Mentoring Software, tracks student attendance, mentor engagement, mentor/mentee activities, longevity of student engagement, and other pertinent data that helps us gauge program effectiveness. This system ensures a wide variety of sampling sizes, which means we can sample several hundred children and youth, gauging overall trends for our combined programming effort. For example, we can measure the specific program effectiveness for 25 youth who participated in our one-to-one reading programs across the city. This information will allow us to make small adjustments in a program or a more comprehensive change to meet identified outcomes. Additionally, presented with limitations because of the pandemic during 2020, we added the ability to conduct virtual mentoring in an effort to maintain service for the needs of our youth and families.

5.3 Capacity & Sustainability

5.3.1 Staff Qualifications & Experience

5 Points

Provide information on the key/primary individuals that will be involved in the provision of services and demonstrate that they have the capacity to address the stated need. List each position by title and name of employee, if available. Describe the anticipated roles and responsibilities for each person as it relates to this project. Describe the experience, expertise, and capacity of each individual to address the proposed activities.

GROUP MENTORING DIRECTOR - Marcus Patrick will provide oversight to group mentoring programming. Patrick will be responsible for all aspects of program management, including data collection and reporting. Patrick's experience includes over 20 years with urban children and youth initiating multiple city-wide youth programs.

ONE-TO-ONE MENTORING DIRECTOR - Maggie Middleton will provide oversight of one-to-one mentoring program. She has over 20 years' experience in the field of youth mentoring. Middleton has a B. A. in Sociology from Lambuth University and a M. A. in Counseling from Asbury Theological Seminary.

YOUTH WORKER – Jamika Ishman coordinates elementary and middle school after-school programs. Ishman has a B.S. in Family Science and a minor in Psychology from UK.

ONE-TO-ONE MATCH SPECIALIST - Rebecca Williams has three years on staff, providing home visits, case management and Spanish translation to our one-to-one mentoring program. Rebecca has a B. A. in Christian Ministry and Spanish from Asbury University. She has worked with children and youth for the past four years. Additionally, she has served as a foster parent since 2017.

GROUP MENTORING COORDINATOR - Chloe Martin leads our 9-12th grade tutoring, college readiness programming, and in-school mentoring. She oversees communication with partners and volunteers, and recruitment of students. Martin has 10 years of experience of working with low-income families in after school and mentoring settings. Martin has a B. A. in Intercultural Studies from Johnson University.

5.3.2 Partnership & Resource Leverage

5 Points

How do your programs and services support our community's comprehensive response to the identified priority area of Childhood and Youth Development? Does your organization have any formal agreements or informal working relationship with other local service programs?

What role does your governing board members, volunteers, and / or donors play in facilitating viable service delivery and program administration? Does your program have any major civic benefactors or corporate sponsors? Describe other secured funding sources and committed operational resources your organization has allocated for the proposed program.

Our project uses a city-wide approach to reach multiple pockets of promise (North End, Woodhill, East End), addressing the needs of the marginalized on a broad but direct basis. Of the eleven bulleted priority areas, this program directly addresses eight of them and indirectly the other three. Key areas include improving reading and math scores, especially around learning loss over summer break and during the pandemic, providing life skills, social skills, transportation access for youth, mentoring, and youth violence prevention. By activating our network of volunteers to serve as caring mentors, we are supporting LFUCG's social services division.

We believe strongly that complex issues require collaborative solutions. Both formal and informal partnerships are in place including Southland Christian Church, Community Action Council and Fayette County Public Schools. More than 30 entities partnered with us during 2020. Partnerships that provide direct programmatic support are solidified by Memorandums of Understanding which outline responsibilities.

Our approach is also volunteer-centric. More than 230 volunteers offering approximately 12,000 hours engaged during 2020. This leverage factor is one of the many distinctives necessary for city-wide impact and highly relational programming. Our programs receive strong financial and strategic support from the Board of Directors. The Board receives regular updates and attends key events.

Along with ESR funds, corporate sponsorships, long-term committed donors, and grants generate sustained revenue for project implementation. Supporters include the U.S. Department of Justice, Lexus of Lexington, Toyota on Nicholasville, MAP Foundation KY Bar Foundation, Children's Charity of the Bluegrass, LexDirect Furniture and Valvoline.

5.3.3 Outreach & Inclusion Strategy

15 Points

Demonstrate how the program will ensure services are available and accessible by all potential participants, especially related to language barriers for persons with limited English proficiency; persons with physical or other disabilities; and persons impacted by poverty and economic distress.

Has your organization enacted any policies (or employs any standard operating procedures) to ensure equitable service opportunity and / or benefit program to a diverse cross-section of the greater community? How does your proposal support or enhance the recommendations made by the Mayor's Commission on Racial Justice & Equality?

The Urban Youth Empowerment Program provides services to a diverse population, including those with disabilities, limited English, and youth in economic distress. We seek to be inclusive, meaning, not one child will be turned away based on their race, religious preference, sexual orientation, or other factors.

We have bilingual staff and volunteers who provide verbal and written translation as needed in Spanish and French. Group and one-to-one mentoring services at partner facilities, including schools and churches, are adequately equipped to allow youth with physical barriers to participate. Our sites are strategically located within neighborhoods where our youth live, reducing transportation barriers.

The program director, Marcus Patrick, served on the Education & Economic Opportunity subcommittee of the Mayor's Commission. Many of the recommendations are implemented currently. Of special note are an integrated system of childhood education, meaningful afterschool opportunities, and addressing awareness of health disparities. We take a holistic approach by interacting with family, school, and community to better understand what needs remain unaddressed. In effort to continually enhance our approach, we will enact the following outreach and inclusion strategies:

1. Utilize schools in economically distressed areas to recruit youth.
2. Increase volunteer recruitment strategies in the African American community and on college campuses through groups like the Urban League's Young Professionals.
3. Implement a prevention strategy, recently submitted to Mayor's office through the RFI process, specifically designed to reduce youth violence.
4. Ensure open enrollment and caring points of entry for all youth, including youth in the LGBTQ community.

6.0 Program Budget Summary Form Instructions

Proposal Submittal shall be considered incomplete and shall be rejected without completed Budget Summary Form. (Including total amount of ESR grant request.)

For organizations requesting funding for more than one program in this RFP, combine into a single Program Budget narrative for the proposal.

Please note that the Program Budget will be part of the grantee agreement with LFUCG and regular tracking and expenditure reporting will be required.

To ensure readability and uniformity, please use the Program Budget form included. Provide brief line-item detail as specified in each section below and verify all calculations.

This section provides a summary of the total proposed Program Budget for FY 2022. It requests the allocation of all projected funding amounts (City and non-City sources) for anticipated FY 2022 program expenditures.

Total Program Budget

Column A should reflect projected expenditures for the entire program (not just the proposed LFUCG ESR grant funding request portion). When the chart is completed this column should equal ESR Grant Funding Request plus other/non-ESR program funding. (A=B+C)

ESR Grant Funding Request

Column B is the grant amount being requested from this RFP to support this program's services to eligible Fayette County Participants.

Non-LFUCG Program Funding

Column C is the non-LFUCG ESR funding that is allocated to the Total Program Budget (A-B = C).

This form is for the budget for the PROGRAM applying for ESR funds, not the total agency budget.

For each category identify the amount requested and the amount to be leveraged through other programs or organizations (if applicable).

Staff Salaries – Identify the number of Full-time position salaries allocated to the program, and part-time positions allocated to the program, and the amounts of each allocated to Columns A, B, & C.

Consultant Services – In the "List Details" box, **briefly** describe any expenses associated with providing expanded supportive services or other services for which the organization intends to contract with another entity. Any of these expenses to be provided by the proposing organization should be included in other line items.

Space/Facilities – In the "List Details" box, **briefly** list the basis of the allocation of rental costs, utilities, janitorial costs, and any other facility costs for the Program. Identify any office or program space in an LFUCG owned building, and any other costs (rent, monthly utilities, etc.) reimbursed to LFUCG.

Scholarships/Stipends – In the "List Details" box, **briefly** list the type of scholarships or stipends, and include the number of people or organizations to receive funds.

Operating Expenses – In the "List Details" box, **briefly** list the costs associated with expenses, supplies, utilities, and any other expense associated directly with the operation of the project.

Other – In the "List Details" box, **briefly** list any other costs for the Program not covered above.

PROGRAM BUDGET SUMMARY

Agency Name _____

Program Name **Urban Youth Empowerment Project**

FY 2022 (July 1, 2021 - June 30, 2022) Total Program Budget

Column A Total Program Budget [= B+C]	Column B ESR Grant Funding Request	Column C Non-ESR Program Funding [A-B]
---	--	--

1. Staff Salaries for Program

of
Employees:

Full-Time (FTE)

Part-Time

Total Salaries

6	331,605	102,063	229,542
	0		
	331,605	102,063	229,542

3. Consultant Services

\$

0

0

0

list details

4. Space/Facilities

\$

40,550

0

40,550

list details

Total program budget (Column A), includes training events and conferences, networking with local community partners, marketing and social media promotion, and overhead expense reimbursement for accounting, fundraising, liability insurance, legal consultation, and related expenses.

5. Operating Expenses

\$

47,125

18,888

28,237

list details

Total program budget (Column A), includes direct program expense such as snacks, books, arts and crafts, athletic supplies, participant t-shirts, three vans for student transportation, background screening and training costs for volunteers, college readiness counseling and related costs. ESR funds would be applied to a portion of these expenses.

6. Scholarships / Stipends

\$

0

0

0

*list details -
numbers &
amounts*

7. Other

\$

41,950

12,000

29,950

list details

Total program budget (Column A), includes networking with local community partners, training events and conferences, marketing and social media promotion, and overhead expense reimbursement for accounting, fundraising, personnel, legal and program planning and development.

8. TOTAL FY22 PROGRAM BUDGET

\$

461,230

132,951

328,279

Cost per Program Participant:

\$

1,073

I understand that this document in its entirety is incorporated into my grant Agreement with the Lexington-Fayette Urban County Government.

Authorized Representative (typed name): Eric Geary

Title: CEO

Date: 5/13/2021