

PURCHASE OF SERVICE AGREEMENT

THIS PURCHASE OF SERVICE AGREEMENT (hereinafter "Agreement"), made and entered into on the 19th day of August, 2022, 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, the **LEXINGTON LEADERSHIP FOUNDATION** with offices located P.O. Box 54642, Lexington, KY 40555, (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. This Agreement shall include the following additional documents, which are attached hereto as exhibits and incorporated herein by reference as if fully stated:
 - A. Exhibit A – RFP # -2022
 - B. Exhibit B – Organization's Response to RFP # -2022
2. Government hereby retains Organization for the period beginning on **July 1, 2022**, and continuing for a period of two (2) years 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.
3. Government shall pay Organization the sum of **One Hundred and Fifty Thousand and 00/100 Dollars (\$150,000)** for Fiscal Year 2023 and **One Hundred and Fifty Thousand and 00/100 Dollars (\$150,000)** for Fiscal Year 2024 for the services required by this Agreement, said services being more particularly described in Exhibits A and B, one-

fourth (1/4th) of which shall be payable in September 2022 or shortly thereafter upon receipt of an **invoice** (for July through December 2022), with one-eighth (1/8th) payable each quarter thereafter upon submission of a quarterly invoice and a detailed quarterly program report. **Quarterly invoices and detailed program reports shall be submitted by January 20th, 2023, April 21st, 2023, July 24th, 2023, October 20th, 2023, January 26th, 2024, and April 19th, 2024. A two-year-end program report shall be submitted by July 19th, 2024.** 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.

4. 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.

5. Organization shall perform all duties and services included in Exhibits 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 Exhibits A and Band 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

6. Organization shall indemnify, defend and hold harmless Government, its elected and appointed officials, employees, agents, volunteers, and successors in interest, from and against any and all liability, damages, and losses, including but not limited to:

demands, claims, liens, suits, notices of violation from governmental agencies, obligations, causes of action, judgments, penalties, fines, liens, costs, expenses, interest, defense costs and reasonable attorney's fees that are in any way incidental to or connected with, or that arise or are alleged to have arisen, directly or indirectly, from or by Organization's performance of or breach of this Agreement and/or the provision of goods or services, provided that (a) it is attributable to personal injury, bodily injury, sickness, or death, or to injury to or destruction of property (including the loss of use resulting therefrom), or to or from the negligent acts, errors or omissions or willful misconduct of the Organization; and (b) not caused solely by willful misconduct of the Government. The Parties understand and agree that the Organization's obligation to defend the Government includes the obligation to investigate, handle, respond to, resist, provide a defense for, and defend claims, at Organization's expense, using attorneys approved in writing by the Government, which approval shall not be unreasonably withheld. The Parties also understand and agree that the Organization's obligation to indemnify includes, but is not limited to: attorney fees and expenses, costs of litigation, court and administrative costs, expert witness fees and expenses, judgments, fines, penalties, interest, all environmental cleanups and remediation costs of whatever kind, and any liability arising from death, injury, or damage of any kind, to any person, including employees and agents of Organization and Government, and damage to, or destruction of, any property, including the property of Government. This provision shall in no way be limited by any financial responsibility or insurance requirements, and shall survive the termination of this Agreement. Organization understands that Government is a political subdivision of the Commonwealth of Kentucky and acknowledges and agrees that the Government is unable to provide indemnity or otherwise save, hold harmless, or defend the Organization in any manner.

7. 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.

8. 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 Exhibits A and B attached hereto.

9. 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.

10. 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.

11. 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.

12. 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.

13. This instrument, and additional documents attached hereto, 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.

14. 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.

15. 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: _____

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:

[Signature]
Clerk of the Urban
County Council



PROPOSAL SUBMITTAL FORM

Agency Information

Agency Name: Lexington Leadership Foundation

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

Street Address: 436 Georgetown St. 40508

Phone: (859) 800 - 9974

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 Gold Seal of Transparency or higher profile on GuideStar.org? Yes No
*Note: Agencies **must** have a Gold 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: \$ 100,129

RFP #1-2022 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.

Local data indicates that one out of three children in Lexington lives in a single parent home (Kids Count, 2020). 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). Human services have historically paid little attention to fathers or non-custodial parents, despite data proving that engaged fathers are vital to strong families and communities. Dads in Lexington face the challenge of finding programming tailored to their unique needs.

Lexington Leadership Foundation's Fatherhood Initiative (FI) addresses these problems by providing paternally-focused-curricula and father-centric care to low-income and incarcerated fathers ages 16-55. Fathers are referred to us from agencies such as Department for Community Based Services, Drug Court, Family Court, and Fayette Detention Centers. They are at risk due to limited access to needed resources. FI enlists a cross-sector approach that synergizes providers and stands as the go-to program for fathers in Lexington.

Our program equips and engages men to be more active in their children's lives. Research shows that high-quality interactions between fathers and children are important for children's socio-emotional and behavioral development (fatherhood.gov). Similarly, data from the Children's Bureau shows that children with actively involved fathers are 43% more likely to earn A's, 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>).

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 offers three programming options to men ages 16-55, with the singular goal of equipping them to be responsible fathers. Clients enroll in an educational/peer support groups designed to increase the likelihood of positive change in attitudes and behavior associated with violence, mental health, child abuse and neglect, and socioeconomic issues. Courses are offered in small groups (12-15 participants) and consist of either 6 or 12 sessions. Placement is made based on assessed need, program location, and client availability. Both the 6 and 12-week programs utilize evidence-based curriculum and meet weekly, ensuring 12 or 24 hours of service to each client respectively. The two-hour sessions are led by two FI-certified volunteers or staff and classes are designed to maximize exposure to curricular knowledge while enhancing access to positive social support. This approach provides access for men to receive services that consider paternal elements, and models the needed systemic shift toward holistic family care.

FI will serve 165 men through the 12-week model and 90 men through the 6-week model, totaling 255 fathers engaged during the year. Upon completion, graduates are encouraged to continue in other FI services (educational courses, mentor relationships, father/child activities, and other family outings). In addition to our comprehensive programming, FI is hiring a staff member to provide supportive resources to assist men in overcoming barriers to employment, thereby addressing their economic stability issues. This will include ongoing case management, individual development planning, crisis stabilization and related supportive services.

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 also 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 such as the Lexington Rescue Mission, the Hope Center, Revive Life House and DISMAS charities. Lastly, FI is a sanctioned 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 participate in all program components and group activities reasonably and respectfully. Clients are expected to be attentive, punctual, and sober 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 80% of group sessions. FI has developed the ability to conduct classes virtually to align 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.

For the 6 and 12-week neighborhood-based courses, FI uses evidence-based curricula created by the National Fatherhood Initiative (NFI). Founded in 1994, NFI is the nation's leading provider of research on father presence and father involvement. The 6-week course implements the "Key Behaviors" curriculum, while the 12-week course implements "24/7 Dad." For all 12-week courses that occur at Blackburn Correctional Facility, FI utilizes "Parent and Family Values," the state approved curriculum. All curricula is designed to 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. Also, each certified curriculum addresses attitudes associated with the abundance of negative life outcomes correlated with father absence. FI collaborates with other expert agencies including Prevent Child Abuse Kentucky, Greenhouse17, and Green Dot Lexington to deliver supplemental curricula around male formation, intimate partner violence prevention 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.

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 believes that, if provided a structured, supportive, dignified venue with substantive educational material, men will feel empowered and thrive. FI’s goal is that clients gain greater knowledge, awareness, and skillset related to responsible fatherhood and healthy relationships. Specific competencies include communication skills, appropriate disciplinary techniques, age-appropriate expectations, anger management, and co-parenting skills. We seek to promote high civic engagement, self-sufficiency, and attention to personal care and health. These trainings, teachings and classes seek to achieve the primary goal of increased positive engagement with participants’ children. FI assists fathers in establishing personal goals such as employment, education, increased time with children, and family reunification where appropriate.

To successfully complete our program, clients participate in at least one of our educational cohorts, attending at least 80% of the sessions. Pre and post assessments that measure knowledge and behavioral change are completed for each cohort, allowing us to gauge program success and client outcomes. 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 set a standard that 70% of our clients meet our criteria for success. 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.)

Inevitably, when value is added to a father, value is added to the community. Consistently, more than 90% of participants who complete our programs report having increased knowledge of healthy parenting practices, and increased age-appropriate behavior and discipline techniques. They 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.

Moreover, FI exposes fathers to role models, community leaders, pastors, and resource providers, equipping them with a markedly increased network of relationships and contacts.

Robby recently participated in our “Responsible Fatherhood” group and received one-on-one mentoring. When asked to discuss his purpose in life, Robby responded, “I have to do better than my father did. I have to help my kids not make the same mistakes I did.” After being released from treatment (and prior incarceration), Robby is successfully living out his goals: he is working full-time and remains on a healthy path for himself and his daughters.

By being engaged dads, men like Robby are making Fayette County a healthier, safer place. The resulting impact is a reduced burden on systems addressing foster care, child maltreatment, and intimate partner violence. Further, criminal justice involvement and gang involvement are two of the top five adverse outcomes that result from the absence of a father in a child’s life (Allen and Daly, The Effects of Father Involvement). Adversely, increased father involvement reduces a propensity towards violence in youth, thus promoting greater community-wide safety.

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. Each participant 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 the standard of 70% of fathers completing the program, assessments will be garnered from 179 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 further 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 at the beginning and end of each cohort. 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, including staff supervision, strategic planning, program efficacy, sustainability planning, and partner interactions. He earned 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.

PROGRAM SPECIALIST (currently interviewing for) - This new position will provide ongoing case management, needs assessment, individual development planning, and support of men in overcoming barriers to family economic stability, such as employment training access, job placement, transportation, and 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 – Amanda Stringer receives phone calls for intake, assists with clerical duties, enters data, purchases supplies, assists with events coordination, and provides general administrative support. Stringer has 18 years' experience in areas of non-profit and higher education administration.

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).

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. Over 20 partners from these sectors were engaged strategically in 2021. This cross-sector approach is utilized in FI's volunteer recruitment as well. While the pandemic has limited our interaction in correctional facilities, we plan for increased presence in these facilities during this grant period. 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 a 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 and west end areas of Lexington including LLF's own Center for Fathers and Families at 436 Georgetown Street. This Center provides 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 also offers curricula in Spanish and 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 initial vice-chair on the Mayor's commission for Law Enforcement, Justice, & Accountability. FI has integrated many of the recommendations through research driven implementation of positive fatherhood engagement. FI addresses the Commission's 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 the first year of the cycle, Fiscal Year 2023.)

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 2023. It requests the allocation of all projected funding amounts (City and non-City sources) for anticipated FY 2023 program expenditures. The allocation for FY 2024 shall be the same as FY 2023.

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 Budget for Year One (FY2023) of Cycle; Budget for Year Two (FY2024) to be the same

Agency Name Lexington Leadership Foundation
 Program Name Fatherhood Initiative

FY2023 (July 1, 2022-June 30, 2023) Total Program Budget

Only fill columns B & C;
 they will automatically sum in Column A

Column A Total Program Budget [= B+C]	Column B ESR Grant Funding Request	Column C Non-ESR Program Funding [A-B]
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1. Staff Salaries for Program

of
 Employees:

Full-Time (FTE)	3	190,007	80,452	109,555
Part-Time	1	23,791	8,327	15,464
Total Salaries		213,798	88,779	125,019

3. Consultant Services

\$

0	0	0
---	---	---

list details

4. Space/Facilities

\$

24,000	0	24,000
--------	---	--------

list details

Total program budget (Column A), includes occupancy cost at 436 Georgetown Street (utilities and maintenance, janitorial service, grounds, telephone and internet access, contents insurance and the like).

5. Operating Expenses

\$

33,764	5,950	27,814
--------	-------	--------

list details

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
---	---	---

*list details -
 numbers &
 amounts*

7. Other

\$

24,700	5,400	19,300
--------	-------	--------

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.

8. TOTAL FY22 PROGRAM BUDGET

\$

296,262	100,129	196,133
---------	---------	---------

Cost per Program Participant: \$1,162

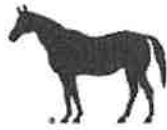
Brief detail on Cost per Participant:

Total budget of \$296,262 divided by 255 participants = 1,162 each.

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: 3/4/2022



LEXINGTON

RFP-1-2022

**Lexington Leadership Foundation
Supplier Response**

Event Information

Number: RFP-1-2022
Title: ESR Community Wellness & Safety
Type: Request For Proposal
Issue Date: 1/28/2022
Deadline: 3/7/2022 02:00 PM (ET)

Contact Information

Contact: Todd Slatin
Address: Central Purchasing
Government Center Building
Room 338
200 East Main Street
Lexington, KY 40507
Phone: (859) 2583320
Fax: (859) 2583322
Email: tslatin@lexingtonky.gov

Lexington Leadership Foundation Information

Address: 422 Codell Dr.
Lexington, KY 40509
Phone: (859) 277-3087
Web Address: www.lexlf.org

ONLY ONLINE BIDS WILL BE ACCEPTED! By submitting your response, you certify that you are authorized to represent and bind your company and that you agree to all bid terms and conditions as stated in the attached bid/RFP/RFQ/Quote/Auction documents.

Damon Mazza

Signature

Submitted at 3/3/2022 12:46:57 PM

dmazza@lexlf.org

Email

Response Attachments

Community_Wellness_Safety LFUCG.pdf

RFP signed

RFP #1-2022 CWS Proposal Submittal Form Fillable.pdf

CW 2022 Full RFP app.

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

2-21-22

Date



Lexington-Fayette Urban County Government

Request for Proposal

The Lexington-Fayette Urban County Government hereby requests proposals for **RFP #1-2022 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 **March 7, 2022**.

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 **February 7th, 2021** at **11:00AM 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.

STATE OF Kentucky
COUNTY OF Fayette

The foregoing instrument was subscribed, sworn to and acknowledged before me by Eric Geary on this the 21st day of February, 2022.

My Commission expires: 11-20-2023

Karen M. Boens #635157
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.

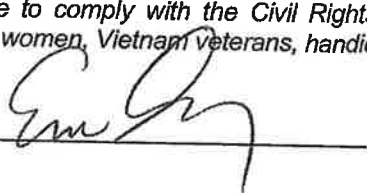
The Lexington-Fayette Urban County Government practices Equal Opportunity in recruiting, hiring and promoting. It is the Government's intent to affirmatively provide employment opportunities for those individuals who have previously not been allowed to enter into the mainstream of society. Because of 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 Foundation
Name of Business

WORKFORCE ANALYSIS FORM

Name of Organization: Lexington Leadership Foundation, Inc.

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	11	3	5			3										6	5
Professionals	3	2				1										3	--
Superintendents																	
Supervisors																	
Foremen																	
Technicians																	
Protective Service																	
Para-Professionals																	
Office/Clerical	3		3													--	3
Skilled Craft																	
Service/Maintenance																	
Total:	17	5	8			4										9	8

Prepared by: Sally Davenport, Administrator
(Name and Title)

Date: 02 / 23 / 22

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

2-21-22

Date



Lexington-Fayette Urban County Government
Request for Proposals

Extended Social Resources (ESR) Grant Program
Priority Area: Community Wellness & Safety

Purpose

Each fiscal year the Mayor and Urban County Council allocate funds for use by selected 501(c)(3) non-profit partner agencies through the Department of Social Services' Extended Social Resource (ESR) Program. The Lexington-Fayette Urban County Government (hereinafter referred to as "LFUCG") has historically partnered with non-profit agencies for the purpose of providing priority social services to supplement and support the work of the Urban County Government. These agencies are diverse in their missions and work plans, and provide services to the most vulnerable populations in our community.

Eligibility

- Eligible Responders shall be a non-profit 501(c)3 organization with a physical presence in Lexington-Fayette County
- Responders shall be registered and have a current, complete Gold Seal of Transparency or higher level agency portrait on [GuideStar.org](https://www.guidestar.org).
- ESR funds cannot be used to teach, advance, advocate or promote any religion
- Be located in and/or serve Fayette County residents with ESR funds in Fayette County
- Applying organization agrees to comply with all applicable local, state, and federal laws

Instructions

Please follow the attached instructions and submit all required forms no later than the deadline indicated below:

Proposal Deadline – 2:00 PM EST March 7th, 2022.

Proposals received after this deadline or incomplete proposals will not be considered.

1.0 GENERAL INFORMATION & SCOPE

1.1 Background

Each fiscal year the Mayor and Urban County Council allocate funds for use by selected 501(c)(3) non-profit partner agencies through the Department of Social Services' Extended Social Resource (ESR) Program.

This grant cycle shall cover Fiscal Years 2023 and 2024 (July 1, 2022 – June 30, 2024), and will award grants between the four Funding Priorities, which each have separate required Proposal Submittals and criteria, and awarded on an approximate scale, listed below.

Funding Priority Area: Community Wellness & Safety

Projected funding is approximately \$900,000 of total ESR Grant Program Community Based Initiatives Award. This amount is subject to change upon Council ratification of the Fiscal Year 2023 Budget.

LFUCG seeks to strengthen and enhance Community Wellness and Safety, by supporting programs and services addressing *Mental Health, Substance Misuse Disorder, and Community Violence Intervention*. LFUCG intends to award grants for priority-rated programs and services which originate with demonstrated client needs, establish clearly-defined outcomes, and are designed to best practices or evidence-based models.

2.0 GENERAL PROVISIONS

2.1 Purpose

The LFUCG is accepting applications from qualified non-governmental, non-profit agencies with current **501(c)3** tax exempt status and with a physical business or program site location in Fayette County (hereinafter, referred to as "Applicant") for ESR funding for FY2023 & 2024 (July 1, 2022 – June 30, 2024). This funding is intended to support agency programs which respond to the funding priorities established herein. **THIS FUNDING IS NOT INTENDED TO SUPPORT GENERAL AGENCY OPERATIONS, other than overhead required to support the subject program.**

2.2 Funding Period

The funding period is from July 1, 2022 through June 30, 2024.

2.3 ESR Grant Informational Workshop

The Department of Social Services conducted a meeting on January 20th, 2022 that provided potential proposers with an overview of the proposal and review process, instructions on completing the RFP, and presentation of funding priorities.

2.4 Proposal Submission

All Submissions must be uploaded to the LFUCG procurement website at <https://lexingtonky.ionwave.net> by **March 7th, 2022 before 2:00 PM EST**. The Submission shall include an enclosed form that shall contain the required documents, and respond to one or more established funding priorities.

Proposal submissions containing significant omissions of required information will be considered non-responsive and removed from the RFP funding process on the application deadline date (March 7th, 2022). Significant missing responses to questions constitute an incomplete application. The final decision regarding application completeness and penalties will be determined by the LFUCG Division of Central Purchasing in consultation with the Commissioner of Social Services. **All proposals must be written in a clear and concise manner, as there will be no follow-up or clarifications to proposer's Proposal Submittal Form once the evaluation process begins.**

Do not include additional documents or attachments with the Proposal Submittal Form, such as brochures or letters of support. These will be discarded.

If your agency is submitting a proposal for the funding of more than one program in a single priority area, please note that they must be included in a single Proposal Submittal completed and submitted for that priority area RFP. Only one Proposal Submittal per agency per priority area will be accepted.

Submitted Proposal shall be comprised of the attached PDF formatted Proposal Submittal form. This form must be submitted in the original PDF form, and NOT be a scanned version of the original form.

2.5 Acceptance/Rejection of Submissions

The LFUCG reserves the right to reject any proposals which may be considered irregular, show serious omissions, contain unauthorized alteration of the Proposal Submittal form, or are incomplete.

The LFUCG reserves the right to accept or reject any or all applications in whole or in part, with or without cause, to waive technicalities, to implement scoring penalties, or to accept applications or portions thereof which, in the Urban County Government's judgment, best serve the interests of Urban County Government.

All proposals must be written in a clear and concise manner, as there will be no follow-up or clarifications to proposer's Proposal Submittal Form once the evaluation process begins.

2.6 Inquiries/Questions

After thoroughly reading this Request for Proposals, Applicants must direct any questions to:

Todd Slatin, Director

Division of Central Purchasing 200 E. Main Street, Lexington, KY 40507

E-mail: tslatin@lexingtonky.gov Phone: (859) 258-3320

Deadline for questions is February 21st, 2022 at 2:00 PM EST

3.0 FUNDING PROCESS

3.1 Timeline

This Request for Proposals is being released on **January 28th, 2022**, and is made available to the public and all potentially eligible applicants. **An informational and question and answer meeting will be held on Zoom on February 7th, 2022 at 11 AM EST**

[Click here to Join Technical Q&A Zoom Meeting](#)

Webinar ID: 889 1734 4038

Passcode: 968537

This meeting will be open to the public and any potentially eligible applicants are invited to attend and ask questions or seek clarification regarding the RFP. Attendance is NOT required in order to submit a proposal and will not affect scoring during the evaluation process.

Completed proposals must be submitted **no later than 2 PM on MONDAY, March 7th, 2022**, and late or incomplete proposals will not be accepted or evaluated.

The LFUCG intends to conduct proposal evaluation in March and April 2022 immediately following the proposal due date, with the intention to make funding announcements approximately in late April, 2022. This timeline is subject to change without notice.

Successful applicants shall be contacted to negotiate a funding agreement with expectations that an award be in place for the funded programs to begin operations by July 1, 2022. No funds may be expended prior to the execution of a funding agreement and grantees will not be reimbursed for pre-award costs.

3.2 Evaluation

Proposals will be evaluated by a neutral panel including LFUCG staff and third-party reviewers who have expertise in the field of human services. The scoring criteria are outlined in Section 5.0 Criteria.

3.3 Reporting

The funded project will be required to submit regular progress reports demonstrating progress toward outcomes established in the proposal and associated funding agreement. Report formats will be determined by the Department of Social Services, as will due dates and submission process. Failure to submit complete reports on time will delay processing of grant payments and may affect the grantee’s competitiveness for any future funding opportunities with LFUCG.

4.0 PROPOSAL FORMAT

Proposal Submittal Forms must be uploaded to <https://lexingtonky.ionwave.net> before the 2:00 PM EST March 7th, 2022 deadline. Late submissions will not be considered for funding.

5.0 SCORING CRITERIA/EVALUATION

Please see attached **Proposal Submittal form** to respond to the following; the **Proposal Submittal form** is the document that shall be completed with your responses and then uploaded as your RFP submittal. **You will need to save the 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.**

ESR Grant Program RFP Criteria

	<u>Points</u>
5.1 Program Proposal & Design	
5.1.1 Needs Statement	15
5.1.2 Service Delivery Model	15
5.1.3 Client Eligibility & Requirements	5
5.1.4 Evidence-Based/Best Practice	10
	Subtotal 45
5.2 Program Measures & Evaluation	
5.2.1 Service Efficacy & Desired Outcomes	10
5.2.2 Client Empowerment & Community Impact	10
5.2.3 Data Assessment & Quality Improvement	10
	Subtotal 30
5.3 Capacity & Sustainability	
5.3.1 Staff Qualifications & Experience	5
5.3.2 Partnership & Resource Leverage	5
5.3.3 Outreach & Inclusion Strategy	15
	Subtotal 25
TOTAL	100

Funding Priority Area: Community Wellness & Safety

Projected funding is \$900,000 of ESR Grant Program – Community Based Initiatives

LFUCG seeks to strengthen and enhance Community Wellness and Safety, by supporting programs and services addressing **Mental Health, Substance Misuse Disorder, and Community Violence Prevention**. LFUCG intends to award grants for priority-rated programs and services which originate with demonstrated client needs, establish clearly-defined outcomes, and are designed to best practices or evidence-based models. These programs may address one or more of the following areas, but shall not be limited to:

- **Substance Misuse Disorder**, which include prevention of alcohol and drug abuse; prevention and treatment of addictive and mental disorders through programs and services for individuals who suffer from these disorders; and harm reduction.
- **Mental Health**, which is defined as a state of well-being in which every individual realizes his or her own potential, can cope with the normal stresses of life, can work productively and fruitfully, and is able to make a contribution to her or his community. Mental health includes our emotional, psychological, and social well-being. It affects how we think, feel, and act. It also helps determine how we handle stress, relate to others, and make choices. Mental health is important at every stage of life, from childhood and adolescence through adulthood.
- **Community Violence Prevention**, which includes **Youth Violence Intervention**, including Gang & Gun Violence, Child Abuse & Neglect Services, Sexual Violence Prevention, Elder Abuse Prevention, Suicide Prevention and Intimate Partner Violence Prevention and Stalking.

The term “client” is used throughout this proposal; however we understand that within the context of your work “client” may not mean an individual. For some agencies it may be helpful to think of “client” as whole system (such as a school) or as a neighborhood, group, or community.

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.

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.

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.)

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 proposing is best-practice.

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?

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.)

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.**

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.

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.

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?

6.0 Program Budget Summary Form

Proposal Submittal shall be considered incomplete and shall be rejected without completed Budget Summary Form. (Including total amount of FY23 ESR grant request.)

Budget Form will be for Fiscal Year 2023 ESR Request only. Funds awarded for Fiscal Year 2024 shall be the same amount as awarded for Fiscal Year 2023, and contingent on Council approval of the Fiscal Year 2024 budget.



PROPOSAL SUBMITTAL FORM

Agency Information

Agency Name: Lexington Leadership Foundation, Inc.

Mailing Address: P.O. Box 54642 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 Gold Seal of Transparency or higher profile on GuideStar.org? Yes No
*Note: Agencies **must** have a Gold 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

Urban Youth Empowerment Project

Name of program for which funds are being requested: _____

Total Funding Amount Requested: \$ 115,907

RFP #2-2022 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.

While more than 20% of Kentucky children live in poverty (Kentucky Youth Advocates, 2021), the number is twice that, (40%), for Hispanic and African American children in Lexington (kyyouth.org). Poverty disproportionately affects children and families in many ways, including a lack of positive role models, food insecurity, family incarceration and exposure to violence and crime. Last year in Lexington, these poverty indicators deepened; the most alarming statistic being the surge in youth gun violence, indicated by 39 youth under the age of 18 that were shot or killed in 2021, which was a record high for the second consecutive year. This hits home with us because many of the young people involved were part of our programs.

Our Urban Youth Empowerment program targets youth ages 5-18 who are at risk of growing up in poverty and facing violence. Currently, 85% of our program participants are African American or Hispanic. Our programs utilize evidence-based practices of one-to-one and group mentoring. Research supports our belief that the positive outcomes associated with youth who have mentors (like increased high school graduation rates and college attendance), 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, ONE Lexington, family court, mental health agencies, local churches, and other youth service agencies to help children and families get the support needed to thrive. Because of the grassroots, boots-on-the-ground aspect of mentoring, we are the relational-router in this system.

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.

The Urban Youth Empowerment program will mentor 430 Fayette County youth through one-to-one and small group (in-school and after-school) mentoring. Our program model provides positive adult role models, academic enrichment, and opportunities for youth to develop confidence through leadership. The result is improved attendance at school, and college and job readiness, preparing them to break cycles of poverty. Services will be aligned with current regulations related to pandemic protocols.

Our program will provide one-to-one mentoring for 150 youth ages 5 to 18. Adult volunteers will spend at least one hour weekly for one year in positive activities with youth. Additionally, through a one-to-one elementary reading program, 60 students across four sites in underserved neighborhoods will meet once per week for 14 weeks each semester to address academic learning loss and reading goals for 2nd-5th academically challenged students. Our youth violence prevention program will serve 20 youth who pose the highest likelihood of being the victim of or perpetuating gun violence through one-to-one mentoring. (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. In-school group mentoring occurs two hours-per-week at four high-need schools, focusing on positive attitudes toward education and character building. Weekly group mentoring for college readiness is provided for 9th-12th graders, 1-2 hours weekly for 10 weeks each semester. (Total 200 served).

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 reside 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 and youth within our violence prevention program.
- D. Clients are expected to attend at least 85% of the program in which they are enrolled. Children and youth must agree to the behavioral guidelines of each program. 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. Notably, youth violence prevention clients earn participation and attendance points which unlock special opportunities.
- E. To elevate attendance issues with some youth, we provide transportation if needed, follow-up with caregivers of absent youth, offer 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 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 program provides youth with assets which will reduce poverty, prevent and reduce youth violence, and improve quality of life, leading to 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, 2011). Their surveys of U.S. youth show that those matched with caring adults exhibit less negative behavior (alcohol abuse, violence, criminal activity, skipping school) and more positive behavior (graduation, employment, seeking higher education). The Search Institute research 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.

Our youth violence prevention program is modeled after a collection of evidence based best practices, including research from the University of Chicago's Urban Crime Lab. Our strategy has been primarily informed by Ten Essential Actions Cities Can Take to Reduce Violence Now (The National Council for Criminal Justice, 2022) and Thomas Abt's Bleeding Out: The Devastating Consequences of Urban Violence and a Bold New Plan for Peace in the Streets, 2019. To ensure the long-term health of our youth, this program includes research-based best practices in counseling: cognitive behavioral therapy to address past trauma, and logotherapy (developed by Holocaust-surviving neurologist Viktor Frankl) to focus on finding meaning in life and future success.

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?

In collaboration with volunteers, family, and school personnel, individual goals are set. Examples include increasing school attendance, improving grades, reaching graduation, and decreasing behavioral issues (including impulsive decision making).

In order to engage in a group mentoring activity, youth and parents complete a program application. The intake process ensures a baseline measurement for appropriate program and client outcomes. The program application also creates an 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 might 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, engaging in positive community activities for 12 months. Youth in group mentoring activities are expected to attend at least 85% of mentoring sessions. We will achieve the following measures of success during this grant period:

1. 80% of mentored youth will show improved behavior.
2. 80% of mentored youth will show improved attendance at school.
3. 65% of mentored youth will show improved grades.
4. 65% of one-to-one mentoring matches will continue for 12 months.
5. 65% of mentees will be exposed to new positive opportunities and skills.
6. 85% of youth within violence prevention will show improvement in impulsive decision making.
7. 100% of youth within violence prevention will identify meaning and long-term purpose for their life.

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.)

When at full speed (not impeded by Covid-19), we can report that the Urban Youth Empowerment program showed over 80% of youth surveyed had improved behavior and attendance while 60% showed improvements in grades at school. Tyra and Dulce, for example, are high school seniors who were matched with our one-to-one mentoring program in the 3rd grade and participated in almost all our program offerings along the way. These young ladies have been students, mentees, volunteers, and summer interns with us. This fall, they will be the first ambassadors of our new Oaks Scholarship, a full scholarship to Eastern Kentucky University.

Our asset-based service model has great power to help children like Tyra and Dulce 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).

Just as poverty in our city disproportionately affects people of color, so too does youth violence. Our Youth Violence Prevention program will unleash the positive leadership potential in young people while simultaneously making neighborhoods safer. Doing so will reverse the collective economic costs of gun violence: loss of wages and earnings, damaged and devalued property, higher taxes, higher insurance premiums and lower property value (Thomas Abt, Bleeding Out).

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 will also 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.

LLF has prioritized resources (staffing, budget, partnerships) to address the growing youth violence epidemic in our city. This incentivized participation program will be assessed four times throughout the year, paralleling participant's personalized success continuum; their individualized roadmap to a safe and healthy future. The data, research and findings of this program, conducted specifically in the Woodhill neighborhood, will improve the services of the Urban Youth Empowerment program.

Our 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 programmatic adjustments or more comprehensive change to meet identified outcomes.

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.

ONE-TO-ONE MENTORING DIRECTOR - Maggie Middleton will provide oversight of one-to-one mentoring. 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.

ONE-TO-ONE MATCH SPECIALIST - Rebecca Williams has four years on staff, providing home visits, case management and Spanish translation for our one-to-one mentoring. Williams has a B. A. in Christian Ministry and Spanish from Asbury University. Additionally, she has personally adopted two children out of foster care.

GROUP MENTORING DIRECTOR - Marcus Patrick will provide oversight to group mentoring. 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. He recently served on the Mayor's Commission on Racial Justice, Education & Economic Opportunity sub-committee.

GROUP MENTORING COORDINATOR - Kelly Brumley coordinates elementary and middle after-school programs. Brumley has a B.A. from UK's College of Agriculture, Food and Environment. Her experience includes over ten years working with elementary students, including Fayette County Public School experience.

YOUTH VIOLENCE PREVENTION COORDINATOR - Chloe Martin will lead in implementation of the youth violence prevention mentoring program, 9-12th grade tutoring, college readiness, and in-school mentoring. Martin will oversee communication with partners and volunteers, and recruitment of students. Martin has a B. A. in Intercultural Studies from Johnson University and 10 years' experience working with urban youth.

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.

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 during the pandemic, providing life skills, social skills, transportation access for youth, mentoring, and preventing youth violence. By activating our network of volunteers to serve as caring mentors, we are supporting LFUCG’s social services division.

We strongly believe that complex issues require collaborative solutions. Formal and informal partnerships are in place, including Southland, University of Kentucky, Community Action Council, One Lexington, Fayette County Public Schools and UK Health Care. More than 30 entities partnered with us during 2021. Partnerships that provide direct programmatic support are solidified by Memorandums of Understanding which outline responsibilities. Our approach is also volunteer-centric. Over 200 volunteers offering approximately 8,500 hours engaged during 2021. 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 our 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, The MAP Foundation, KY Bar Foundation, Children’s Charity of the Bluegrass, Chick-fil-A Foundation, Lexington Orphan Society, 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 group mentoring director, Marcus Patrick, served on the Education & Economic Opportunity subcommittee of the Mayor’s Commission on Racial Justice & Equity. Many of the recommendations of the commission 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 an effort to continually enhance our approach, we will enact the following outreach and inclusion strategies:

1. Recruit youth from schools in economically distressed areas.
2. Increase volunteer recruitment strategies in the African American community.
3. Increase outreach to youth who have high likelihood of perpetuating or becoming a victim of gun 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 the first year of the cycle, Fiscal Year 2023.)

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 2023. It requests the allocation of all projected funding amounts (City and non-City sources) for anticipated FY 2023 program expenditures. The allocation for FY 2024 shall be the same as FY 2023.

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 Budget for Year One (FY2023) of Cycle; Budget for Year Two (FY2024) to be the same

Agency Name Lexington Leadership Foundation, Inc.
 Program Name Urban Youth Empowerment Project

FY2023 (July 1, 2022-June 30, 2023) Total Program Budget

Only fill columns B & C; they will automatically sum in Column A

Column A Total Program Budget [= B+C]	Column B ESR Grant Funding Request	Column C Non-ESR Program Funding [A-B]
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1. Staff Salaries for Program

of Employees:

Full-Time (FTE)	5	320,083	87,936	232,147
Part-Time	1	15,600	3,900	11,700
Total Salaries		335,683	91,836	243,847

3. Consultant Services

\$	0	0	0
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list details

4. Space/Facilities

\$	43,050	0	43,050
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list details

Total program budget (Column A), includes occupancy cost at Woodhill Community Center, 422 Codell Drive (utilities and maintenance, janitorial service, grounds, fire alarm system, telephone and internet access, contents insurance and the like).

5. Operating Expenses

\$	53,184	15,571	37,613
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list details

Total program budget (Column A), includes direct program expense such as snacks, books, arts and crafts, athletic supplies, participant t-shirts, van maintenance, gas and insurance, background screening and training 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
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list details -
numbers &
amounts

7. Other

\$	40,750	8,500	32,250
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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

\$	472,667	115,907	356,760
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Brief detail on Cost per Participant:

Cost per Program Participant: \$ 1,099

Total budget of \$472,667 divided by 430 participants = 1,099 each

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: 03/04/2022



LEXINGTON

RFP-2-2022

**Lexington Leadership Foundation
Supplier Response**

Event Information

Number: RFP-2-2022
Title: ESR Childhood & Youth Development
Type: Request For Proposal
Issue Date: 1/28/2022
Deadline: 3/7/2022 02:00 PM (ET)

Contact Information

Contact: Todd Slatin
Address: Central Purchasing
Government Center Building
Room 338
200 East Main Street
Lexington, KY 40507
Phone: (859) 2583320
Fax: (859) 2583322
Email: tslatin@lexingtonky.gov

Lexington Leadership Foundation Information

Address: 422 Codell Dr.
Lexington, KY 40509
Phone: (859) 277-3087
Web Address: www.lexlf.org

ONLY ONLINE BIDS WILL BE ACCEPTED! By submitting your response, you certify that you are authorized to represent and bind your company and that you agree to all bid terms and conditions as stated in the attached bid/RFP/RFQ/Quote/Auction documents.

Damon Mazza

Signature

Submitted at 3/4/2022 1:00:45 PM

dmazza@lexlf.org

Email

Response Attachments

Childhood_Youth_Development LFUCG.pdf

RFP signed doc.

RFP #2-2022 CYD Proposal Submittal Form Fillable (3) copy.pdf

RFP full proposal.



Lexington-Fayette Urban County Government

Request for Proposal

The Lexington-Fayette Urban County Government hereby requests proposals for **RFP #2-2022 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 **March 7, 2022**.

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 **February 7th, 2021 at 11:00AM 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.

STATE OF Kentucky
COUNTY OF Fayette

The foregoing instrument was subscribed, sworn to and acknowledged before me by Eric Geary on this the 21 day of February, 2022.

My Commission expires: 11-20-2023

Karen M. Boens #635151
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.

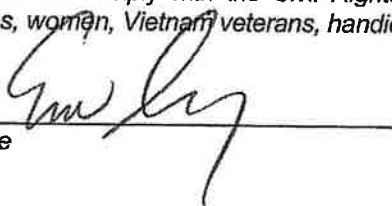
The Lexington-Fayette Urban County Government practices Equal Opportunity in recruiting, hiring and promoting. It is the Government's intent to affirmatively provide employment opportunities for those individuals who have previously not been allowed to enter into the mainstream of society. Because of 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 Foundation
Name of Business

WORKFORCE ANALYSIS FORM

Name of Organization: Lexington Leadership Foundation, Inc.

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	11	3	5			3										6	5
Professionals	3	2				1										3	--
Superintendents																	
Supervisors																	
Foremen																	
Technicians																	
Protective Service																	
Para-Professionals																	
Office/Clerical	3		3													--	3
Skilled Craft																	
Service/Maintenance																	
Total:	17	5	8			4										9	8

Prepared by: Sally Davenport, Administrator
(Name and Title)

Date: 02 / 23 / 22
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.

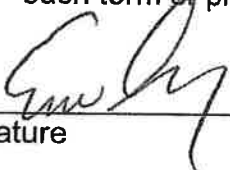
B. At Will Termination

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

2-21-22

Date



Lexington-Fayette Urban County Government
Request for Proposals

Extended Social Resources (ESR) Grant Program
Priority Area: Childhood & Youth Development

Purpose

Each fiscal year the Mayor and Urban County Council allocate funds for use by selected 501(c)(3) non-profit partner agencies through the Department of Social Services' Extended Social Resource (ESR) Program. The Lexington-Fayette Urban County Government (hereinafter referred to as "LFUCG") has historically partnered with non-profit agencies for the purpose of providing priority social services to supplement and support the work of the Urban County Government. These agencies are diverse in their missions and work plans, and provide services to the most vulnerable populations in our community.

Eligibility

- Eligible Responders shall be a non-profit 501(c)3 organization with a physical presence in Lexington-Fayette County
- Responders shall be registered and have a current, complete Gold Seal of Transparency or higher level agency portrait on [GuideStar.org](https://www.guidestar.org).
- ESR funds cannot be used to teach, advance, advocate or promote any religion
- Be located in and/or serve Fayette County residents with ESR funds in Fayette County
- Applying organization agrees to comply with all applicable local, state, and federal laws

Instructions

Please follow the attached instructions and submit all required forms no later than the deadline indicated below:

Proposal Deadline – 2:00 PM EST March 7th, 2022.

Proposals received after this deadline or incomplete proposals will not be considered.

1.0 GENERAL INFORMATION & SCOPE

1.1 Background

Each fiscal year the Mayor and Urban County Council allocate funds for use by selected 501(c)(3) non-profit partner agencies through the Department of Social Services' Extended Social Resource (ESR) Program.

This grant cycle shall cover Fiscal Years 2023 and 2024 (July 1, 2022 – June 30, 2024), and will award grants between the four Funding Priorities, which each have separate required Proposal Submittals and criteria, and awarded on an approximate scale, listed below.

Funding Priority Area: Childhood & Youth Development

Projected funding is approximately \$650,000 of total ESR Grant Program Community Based Initiatives Award. This amount is subject to change upon Council ratification of the Fiscal Year 2023 Budget.

LFUCG seeks to strengthen and enhance **Childhood and Youth Development** by supporting programs and services for early childhood through teenage populations (birth through 18 years old). These programs would include, but not be limited to: **addressing student learning loss (specifically kindergarten through 12th grade), youth violence prevention, and mentorship**. LFUCG intends to award grants for priority-rated programs and services which originate with demonstrated client needs, establish clearly-defined outcomes, and are designed to best practices or evidence-based models.

2.0 GENERAL PROVISIONS

2.1 Purpose

The LFUCG is accepting applications from qualified non-governmental, non-profit agencies with current **501(c)3** tax exempt status and with a physical business or program site location in Fayette County (hereinafter, referred to as "Applicant") ESR funding for FY2023 & 2024 (July 1, 2022 – June 30, 2024). This funding is intended to support agency **programs** which respond to the **funding priorities** established herein. **THIS FUNDING IS NOT INTENDED TO SUPPORT GENERAL AGENCY OPERATIONS, other than overhead required to support the subject program.**

2.2 Funding Period

The funding period is from July 1, 2022 through June 30, 2024.

2.3 ESR Grant Informational Workshop

The Department of Social Services conducted a meeting on January 20th, 2022 that provided potential proposers with an overview of the proposal and review process, instructions on completing the RFP, and presentation of funding priorities.

2.4 Proposal Submission

All Submissions must be uploaded to the LFUCG procurement website at <https://lexingtonky.ionwave.net> by **March 7th, 2022 before 2:00 PM EST**. The Submission shall include an enclosed form that shall contain the required documents, and respond to one or more established funding priorities.

Proposal submissions containing significant omissions of required information will be considered non-responsive and removed from the RFP funding process on the application deadline date (March 7th, 2022). Significant missing responses to questions constitute an incomplete application. The final decision regarding application completeness and penalties will be determined by the LFUCG Division of

Central Purchasing in consultation with the Commissioner of Social Services. All proposals must be written in a clear and concise manner, as there will be no follow-up or clarifications to proposer's Proposal Submittal Form once the evaluation process begins.

Do not include additional documents or attachments with the Proposal Submittal Form, such as brochures or letters of support. These will be discarded.

If your agency is submitting a proposal for the funding of more than one program in a single priority area, please note that they must be included in a single Proposal Submittal completed and submitted for that priority area RFP. Only one Proposal Submittal per agency per priority area will be accepted.

Submitted Proposal shall be comprised of the attached PDF formatted Proposal Submittal form. This form must be submitted in the original PDF form, and NOT be a scanned version of the original form.

2.5 **Acceptance/Rejection of Submissions**

The LFUCG reserves the right to reject any proposals which may be considered irregular, show serious omissions, contain unauthorized alteration of the Proposal Submittal form, or are incomplete.

The LFUCG reserves the right to accept or reject any or all applications in whole or in part, with or without cause, to waive technicalities, to implement scoring penalties, or to accept applications or portions thereof which, in the Urban County Government's judgment, best serve the interests of Urban County Government.

All proposals must be written in a clear and concise manner, as there will be no follow-up or clarifications to proposer's Proposal Submittal Form once the evaluation process begins.

2.6 **Inquiries/Questions**

After thoroughly reading this Request for Proposals, Applicants must direct any questions to:
Todd Slatin, Director
Division of Central Purchasing 200 E. Main Street, Lexington, KY 40507
E-mail: tslatin@lexingtonky.gov Phone: (859) 258-3320
Deadline for questions is February 21st, 2022 at 2:00 PM EST

3.0 **FUNDING PROCESS**

3.1 **Timeline**

This Request for Proposals is being released on **January 28th, 2022**, and is made available to the public and all potentially eligible applicants. **An informational and question and answer meeting will be held on Zoom on February 7th, 2022 at 11 AM EST**

[Click here to Join Technical Q&A Zoom Meeting](#)

Meeting ID: 847 7009 1340

Passcode: 394317

This meeting will be open to the public and any potentially eligible applicants are invited to attend and ask questions or seek clarification regarding the RFP. Attendance is NOT required in order to submit a proposal and will not affect scoring during the evaluation process.

Completed proposals must be submitted **no later than 2 PM on FRIDAY, March 7th, 2022**, and late or incomplete proposals will not be accepted or evaluated.

The LFUCG intends to conduct proposal evaluation in March and April 2022 immediately following the proposal due date, with the intention to make funding announcements approximately in late April, 2022. This timeline is subject to change without notice.

Successful applicants shall be contacted to negotiate a funding agreement with expectations that an award be in place for the funded programs to begin operations by July 1, 2022. No funds may be expended prior to the execution of a funding agreement and grantees will not be reimbursed for pre-award costs.

3.2 Evaluation

Proposals will be evaluated by a neutral panel including LFUCG staff and third-party reviewers who have expertise in the field of human services. The scoring criteria are outlined in Section 5.0 Criteria.

3.3 Reporting

The funded project will be required to submit regular progress reports demonstrating progress toward outcomes established in the proposal and associated funding agreement. Report formats will be determined by the Department of Social Services, as will due dates and submission process. Failure to submit complete reports on time will delay processing of grant payments and may affect the grantee’s competitiveness for any future funding opportunities with LFUCG.

4.0 PROPOSAL FORMAT

Proposal Submittal Forms must be uploaded to <https://lexingtonky.ionwave.net> before the 2:00 PM EST March 7th, 2022 deadline. Late submissions will not be considered for funding.

5.0 SCORING CRITERIA/EVALUATION

Please see attached **Proposal Submittal form** to respond to the following; the **Proposal Submittal form** is the document that shall be completed with your responses and then uploaded as your RFP submittal. **You will need to save the 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.**

ESR Grant Program RFP Criteria

		<u>Points</u>
5.1	Program Proposal & Design	
5.1.1	Needs Statement	15
5.1.2	Service Delivery Model	15
5.1.3	Client Eligibility & Requirements	5
5.1.4	Evidence-Based/Best Practice	10
		Subtotal 45
5.2	Program Measures & Evaluation	
5.2.1	Service Efficacy & Desired Outcomes	10
5.2.2	Client Empowerment & Community Impact	10
5.2.3	Data Assessment & Quality Improvement	10
		Subtotal 30
5.3	Capacity & Sustainability	
5.3.1	Staff Qualifications & Experience	5
5.3.2	Partnership & Resource Leverage	5
5.3.3	Outreach & Inclusion Strategy	15
		Subtotal 25
TOTAL		100

Funding Priority Area: Childhood and Youth Development

Projected funding is \$650,000 of ESR Grant Program – Community Based Initiatives

LFUCG seeks to strengthen and enhance **Childhood and Youth Development** by supporting programs and services for early childhood through teenage populations (birth through 18 years old). LFUCG intends to award grants for priority-rated programs and services which originate with demonstrated client needs, establish clearly-defined outcomes, and are designed to best practices or evidence-based models.

These programs shall consist of an intentional, pro-social approach that engages youth within their communities, schools, organizations, peer groups, and families in a manner that is productive and constructive; recognizes, utilizes, and enhances youths' strengths; and promotes positive outcomes for young people by providing opportunities, fostering healthy relationships and supporting positive leadership.

These programs may address one or more of the following areas, but shall not be limited to:

- Affordable access to early care & education for children under 5 years of age
- Development services focusing on life skills, social skills, employment mentoring, enrichment, language tutoring, & leadership skills
- Services focused on Kindergarten readiness
- Parental, caregiver, & kinship resources and support
- Improving reading & math proficiency
- Reducing poverty rates among children & youth
- Services for limited English language learners & for overcoming cultural barriers
- Transportation access for child & youth programming
- Addressing student learning loss (*specifically kindergarten through 12th grade*)
- Youth Violence Prevention
- Mentorship

The term “client” is used throughout this proposal; however we understand that within the context of your work “client” may not mean an individual. For some agencies it may be helpful to think of “client” as whole system (such as a school) or as a neighborhood, group, or community.

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.

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.

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.)

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 proposing is best-practice.

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?

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.)

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.**

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.

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.

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?

6.0 Program Budget Summary Form

Proposal Submittal shall be considered incomplete and shall be rejected without completed Budget Summary Form. (Including total amount of FY23 ESR grant request.)

Budget Form will be for Fiscal Year 2023 ESR Request only. Funds awarded for Fiscal Year 2024 shall be the same amount as awarded for Fiscal Year 2023, and contingent on Council approval of the Fiscal Year 2024 budget.