

## RFP: Next STEPS Mentoring Intervention

### OVERVIEW

On December 27<sup>th</sup>, the New York City (NYC) Department of Probation (DOP) released a Request for Proposals (RFP) for the Next STEPS (Striving Toward Engagement and Peaceful Solutions) program. The Next STEPS program helps high-risk youth (not necessarily on probation) by using curriculum-based group mentoring to transform attitudes and behaviors that can lead to violence and/or criminal activity. Through this RFP, DOP will award up to \$6.75 million in total funding to qualified community-based providers to continue the provision of the Next STEPS mentoring services. The Next STEPS mentoring model includes a curriculum based on cognitive behavioral principles delivered by culturally appropriate mentors, case management services, participant stipends, and non-financial incentives.

The full RFP is attached. Applications are due on February 7<sup>th</sup>.

### FUNDING

DOP anticipates awarding annual contracts of \$150,000 to 15 eligible organizations. The payment structure of the contracts will be a combination of line-item reimbursement and performance-based milestones. The performance-based component will not exceed \$15,000 annually and will include:

- Enrollment/Contact Hours (\$1,000 per month)
  - Monthly milestone payment for at least 80% enrollment of contracted number of eligible participants; and
  - Monthly milestone payment for meeting threshold of required number of monthly contacts (including attendance at group sessions, one-on-one mentoring, and case management).
- Timeliness of Reporting (\$250 per month)
  - Monthly milestone payment for on-time submission of complete/accurate monthly report, including submission of monthly stipend report.

The competition pools based on the target New York City Housing Authority (NYCHA) developments are as follows:

- Brooklyn (Boulevard Houses)
- Brooklyn (Brownsville Houses)
- Brooklyn (Bushwick Houses)
- Brooklyn (Ingersoll Houses)
- Brooklyn (Red Hook East/West)
- Brooklyn (Tompkins Houses)
- Brooklyn (Van Dyke I & II)
- 8. Bronx (Butler Houses)
- Bronx (Caste Hill Houses)
- Bronx (Patterson Houses)

- Manhattan (Polo Grounds Towers)
- Manhattan (Wagner Houses)
- Manhattan (St. Nicholas Houses)
- Queens (Queensbridge North/South)
- Staten Island (Stapleton Houses)

Applicants may propose for more than one competition pool; however, a separate and complete proposal for each competition will be required.

Contracts will last for three years beginning July 1<sup>st</sup> with the option to renew for up to three additional years.

## ELIGIBLE APPLICANTS

Applicants must be not-for-profit 501(c)(3) organizations with the following qualifications:

- At least three years of successful relevant experience in the last five years providing similar services to young adults involved in the criminal justice system;
- Experience, either directly or through a subcontractor, delivering services in the targeted community for the competition proposed;
- Demonstrated understanding of the communities where the target NYCHA developments are located for the competition proposed;
- Demonstrated history of working in or with other service providers in the targeted community for the competition proposed;
- Successful relevant experience providing violence prevention programming either directly or through the experience of a subcontractor;
- Successful relevant experience operating a program that involved a group process for young adults;
- Successful relevant experience providing cognitive-behavioral therapeutic interventions/programs;
- Experience facilitating training for staff members;
- Experience tracking participant data and outcomes; and
- Organizational capacity to make program improvements upon review of programmatic data.

Awarded applicants will be required to provide a proof of site control of an appropriate program facility in the form of a lease or certificate of occupancy by the conclusion of negotiations. Delivery of services must occur within the neighborhood where the relevant NYCHA housing development(s) are located.

## TARGET POPULATION

The target population for this program is young adults between the ages of 16 and 24 who:

- Are actively engaged and/or involved in serious violent activity (including domestic violence) and/or who are gang-affiliated; and
- Reside in or near targeted NYCHA housing developments.

## APPLICATION

Proposals will be evaluated based on the following criteria:

- Organizational Experience and Capacity (25 points)
- Group Process and Mentoring (25 points)
- Staffing (20 points)
- Partnerships, Collaborations, and Linkages (5 points)
- Facilities (10 points)
- Monitoring and reporting (5 points)
- Budget Management (10 points)

Funding will be awarded based on the above criteria and a consideration of which proposals are deemed to be the most advantageous to NYC.

## Timeline

Applications are due on February 7<sup>th</sup>. There will be an optional pre-proposal conference on January 15<sup>th</sup> at 10am at the NYC Department of Probation (33 Beaver Street, 23<sup>rd</sup> Floor Auditorium, New York, NY 10004). Interested parties may RSVP with the name of the organization and the number of attending individuals to [acco@probation.nyc.gov](mailto:acco@probation.nyc.gov).

Questions may be submitted to Eileen Parfrey-Smith at the email address above with the subject line “Next STEPS RFP.”