

REQUEST FOR PROPOSALS

Overview:

Trauma Informed Mentoring for Greater Bronzeville Students

Bright Star Community Outreach (BSCO) seeks applications from schools and community partners that demonstrate strong in-person & virtual trauma informed care, mentorship and case management. The goal of this opportunity is to provide programming, resources and strategies that address trauma in elementary and high school students. Services can take place either in schools or in an out-of-school setting, but must include barrier reducing, wrap-around components that support the students and their families when necessary. The successful applicant will demonstrate success in the continued adjustment and navigation back to in-person learning. [See Appendix 1 for list of schools].

Program Goal:

Bright Star Community Outreach is the lead partner in a community-wide effort to reduce violence and to strengthen and support youth, families, and the community. Working with partners across the community, a Community Action Plan was created to address these goals. Planning for the Greater Bronzeville Community Action Plan was achieved through multiple workgroups, which included collecting data from over 3,200 youth and 400 adult residents, examining publically available administrative data and identifying existing resources in the Greater Bronzeville Community. These data have been used to inform the development of goals and strategies related to supporting youth, families and communities, as outlined in the [Greater Bronzeville Community Action Plan \(GBCAP\)](#).

This request for proposals falls within both the Trauma Informed Care and Education anchors of BSCO's GBCAP and aligns with the mission of BSCO by supporting the development of innovative performance-based practices and programs to address the need for Violence Prevention, Community Engagement, Economic Development, Education, Healthy Children/Youth and Families

The purpose of this Request for Proposals is to seek applications from community partners to support programs that provide in-school and out-of-school mentoring and wrap-around services to the schools in the Greater Bronzeville Community. New evidence from 2020 suggests that the abrupt switch to online learning led to a tremendous amount of learning loss and a lack of course completion. Research further shows that the presence of in-person contact, connections and mentorship interactions improves student achievement, reduces absenteeism, and restores parents' confidence in their children's education. Students with access to on-site and virtual mentorship, advocacy and academic support earn higher grades and test scores, have better social skills, and show improved behavior. Proposals must address specific plans for addressing mentorship, and the anticipated impact of increased wrap-around services to both the student and the family as appropriate.

Eligible Applicants:

This is a competitive process open to groups, agencies, and organizations with a valid 501(c)3 designation that demonstrate:

- Experience providing mentoring services
- Experience providing culturally competent services within the community and understanding the needs of youth and families living in the community
- Experienced and existing, appropriately qualified staff able to provide the proposed program(s)

- Programming that addresses mentorship, truancy, behavior and academics as well as provides supportive wrap-around services to schools within the Greater Bronzeville Community

Reporting:

Each applicant will be asked to submit a monthly report (questions will include, but are not limited to):

- Who and how many were impacted?
- What was achieved?
- What are the measurable outcomes for students?
- What lessons were learned?
- What, if anything, did not work and why?
- What is the plan to improve what did not work?
- What is the continued plan to address trauma?
- Was there an increase in attendance, academic success and behavior?
- How was the money spent compared to the submitted budget?

Anticipated Term of Contract and Funding Source:

The term of contract(s) executed under this RFP will be from January 1, 2022 - December 31, 2022. Total grants awarded will total \$416,000. Individual grants will be awarded based on the strength of the proposal and the available funds to sustain the program. The maximum award amount is \$75,000.

This initiative is administered by Bright Star Community Outreach. Consequently, all guidelines and requirements of Bright Star Community Outreach must be met. Should an applicant’s contract be terminated or relinquished for any reason, Bright Star Community Outreach reserves the right to return to the pool of respondents generated from this RFP to select another qualified applicant.

Instructions for submission:

1. Applications are due December 1, 2021 by 11:59PM CST
2. Proposals should be submitted electronically in PDF format [here](#). All submissions must be received by the listed deadline in this proposal. Any submissions received after the deadline will not be accepted for any reason.

Submission Review and Selection:

All proposals will be reviewed by a committee appointed by Bright Star Community Outreach. The selection committee will represent the diversity of the Greater Bronzeville Community. The reviewers will choose the awardee(s) using a points-based system that will evaluate the demonstrated successful experience of the proposer., cost, and how the proposed program design satisfies the specifications outlined in this specific request Maximum scores for each section are included in the application overview. Failure to submit a complete proposal and/or to respond fully to all requirements will cause the proposal to be deemed unresponsive and, therefore, subject to rejection.

Selection Process:

When all proposals have been received, the selection committee will review and score the proposals to determine which proposals meet the requirements outlined. Priority will be given to agencies that have been involved in the Community Action Planning process in partnership with BSCO. Experience in providing youth mentoring programming and agency background will also be considered in making the final selections.

Application Content & Format Instructions

Please submit your response to the following in PDF format. The document should be formatted single space, using 12 pt. Times New Roman or Arial font, with 1" margins and be no more than 8 pages in length (excluding budget, supporting documents and letters of support). The final document should be submitted as outlined in the *Instructions for Submission* section of this RFP.

Request for Proposal Instructions

Introduction: Proposal Summary (Executive Summary), (5 points)

The Proposal Summary should include a clear description of the program plan, including the amount of funding requested.

Part 1: Organizational Description , (5 points)

The Organization Description and History section should include a comprehensive overview of the mission, structure and staffing, office locations that will be involved in carrying out the Mentoring Program and wrap-around services intended to address trauma in students in the Greater Bronzeville Community. Additionally, previous activities, relevant experience and an explanation of how the description you provide makes your organization an appropriate grantee. The Organization Description section should also include specific examples of your experience providing services to the target population.

Part 2: Program Narrative, (20 points)

Describe your proposed program including how you will implement with fidelity to your proposed model. Must include your specific plan(s) to address trauma, leading to increased attendance, academic success and improved behavior in Greater Bronzeville Schools. The narrative should show the correlation between the aforementioned improvements and the impact on student success .

Part 3: GBCAP Alignment, (15 points)

Describe how your program proposal specifically aligns with the GBCAP. In this section, specifically describe the program that you will implement, including which school(s) within the Greater Bronzeville footprint will receive programming.

Part 4: Project Timeline, (5 points)

The timeline for this Grant is January 1, 2022 - December 31, 2022. Provide a timeline that shows the chronological order in which the activities listed will be undertaken and/or completed.

Part 5: Outcomes & Performance Measures, (20 points)

Applicants must report Key Performance Indicators (KPI's) for the anticipated Trauma Informed Mentoring Program and Wrap-Around services. Applicants should indicate the projected number of students to be impacted and/or the overall goal. A thorough explanation for this impact and the basis for the projected number or goal should be included. For each outcome, applicants must describe their strategies for achieving what's stated, any potential barriers in achieving the outcome, and specific strategies for overcoming the barriers. Include the theory of change for the proposed program/services. KPI's must include a process for ensuring implementation fidelity.

Part 6: Budget, (10 points)

The budget should include a table with categories of expenditures that will be funded and how much funding will be required for each category. This budget should include confirmed/and or received funds from other sources that will support the proposed program.

Part 7: Program Sustainability, (10 points)

This section should discuss plans for program sustainability beyond the 12-month funding cycle. This section should also include an accounting of available funds to support this project and foster sustainability.

Part 8: Letter of Support from proposed school or partner organization(s) leadership, (10 points)

- One-page maximum, for each letter submitted
- Must be on official school letterhead and signed by the principal/administration
- If a Greater Bronzeville School is applying for the award, and bringing in a partner organization, the letter of support must be on official letterhead from the CEO/Executive Director of the Organization
- Indicate alignment with the GBCAP, strong support for the proposal and the applicant's ability to accomplish program goals

Part 9: Supporting Documents

Include the following documents for consideration of the grant award. Failure to include these documents, and/or an explanation of document omission will result in the application disqualification.

- Business License and/or IRS Letter of Determination
- Most recent fiscal audit (preferred) or three (3) most recent Bank Statements
- List of Current Board Members (including their Name, Occupation and Contact Information)

Appendix 1: Greater Bronzeville Community Action Council Schools

Table 1: Elementary Schools (37):

| School Name | Grades |
|--|---------------|
| Akiba-Schechter Jewish Day School | PreK-8 |
| Ancona School | PreK-8 |
| Andrew Carnegie Elementary School | PreK-8 |
| Ariel Elementary Community Academy | PreK-8 |
| Bret Harte Elementary School | PreK-8 |
| Cambridge Classical Academy | PreK-8 |
| Carter G. Woodson South Elementary | PreK-8 |
| Charles Kozminski Elementary Community Academy | PreK-8 |
| Edmond Burke Elementary School | PreK-8 |
| Edward Beasley Elementary Magnet Academic Center | PreK-8 |
| Holy Angels Catholic Elementary | PreK-8 |
| Irvin C. Mollison Elementary School | PreK-8 |
| Isabelle C O'Keeffe Elementary School | PreK-8 |
| James R Doolittle Jr Elementary School | PreK-8 |
| John B Drake Elementary School | PreK-8 |
| John Fiske Elementary School | PreK-8 |
| John Foster Dulles Elementary | PreK-8 |
| Ludwig Van Beethoven Elementary School | PreK-8 |
| Melville W Fuller Elementary School | PreK-8 |
| National Teachers Elementary Academy | PreK-8 |
| Parkside Elementary Community Academy | PreK-8 |
| Pershing Elementary | PreK-8 |
| Ray Elementary | PreK-8 |
| Reavis Elementary | PreK-8 |
| St Thomas the Apostle Catholic Grade School | PreK-8 |
| Till Math & Science | PreK-8 |
| Wadsworth Elementary (Math and Science Academy) | PreK-8 |
| Wells Elementary | PreK-8 |
| William W Carter Elementary School | PreK-8 |
| Woodlawn (Community) | PreK-6 |
| UChicago-North Kenwood/Oakland | PreK-5 |

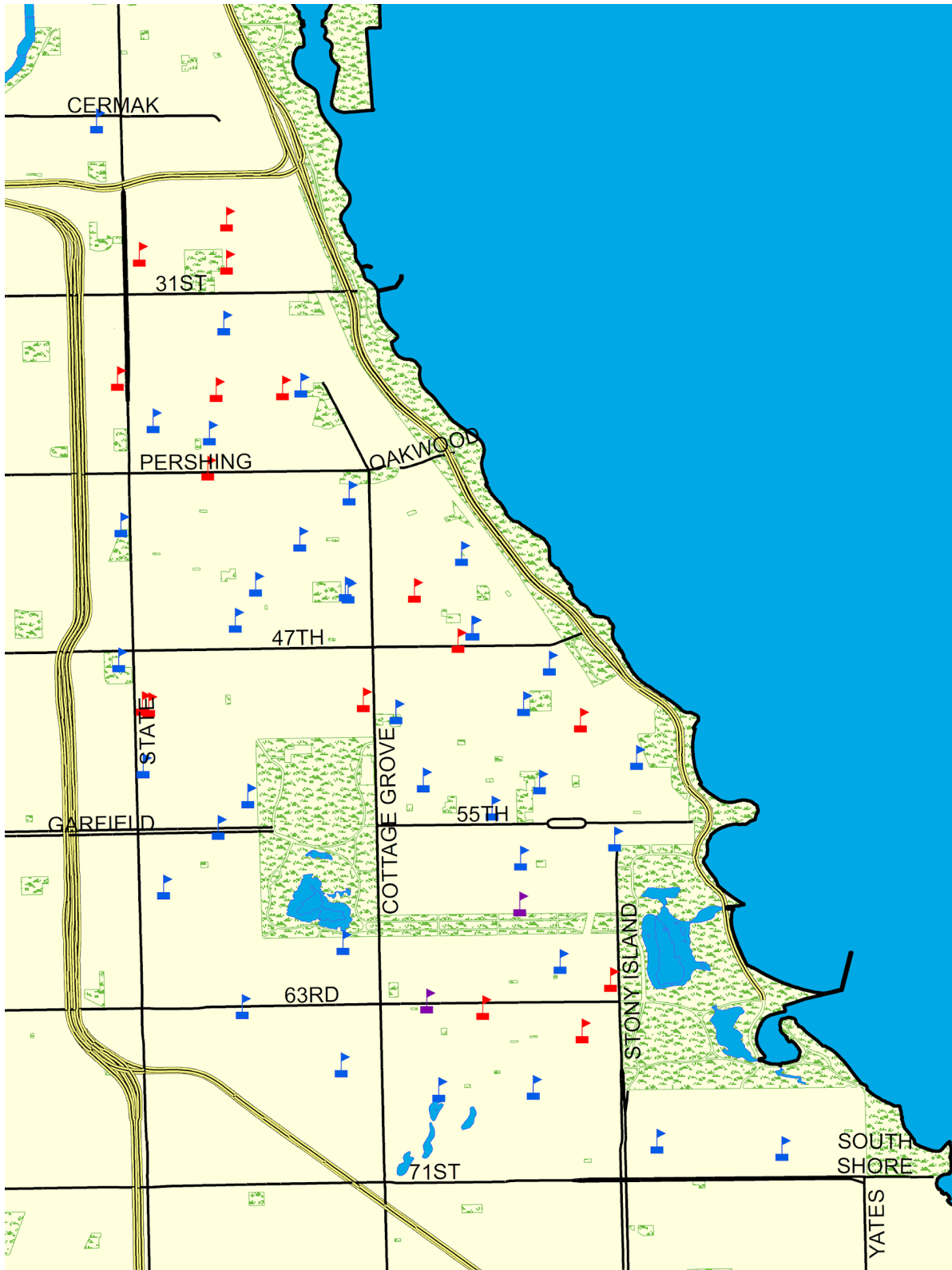
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|--|--------|
| Robinson Elementary | PreK-3 |
| Chicago International Charter School - Washington Park | K-8 |
| Phillip Murray Elementary Language Academy | K-8 |
| Beulah Shoemith Elementary School | K-6 |
| Bronzeville Classical Elementary School | K-2 |
| UChicago-Woodson Elementary | 8 |

Table 2: High Schools (18):

| School Name | Grades |
|--|--------|
| Bronzeville Scholastic Academy High School | 9-12 |
| Chicago Military Academy High School | 9-12 |
| Daniel Hale Williams High School | 9-12 |
| Dr. Martin Luther King Jr College Prep High School | 9-12 |
| Hales Franciscan High School | 9-12 |
| Hyde Park Academy High School | 9-12 |
| Little Black Pearl Art and Design Academy | 9-12 |
| Mt. Carmel High School | 9-12 |
| Paul Laurence Dunbar Career Academy High School | 9-12 |
| Phillips High School | 9-12 |
| Urban Prep High School- Bronzeville | 9-12 |
| YCCS - McKinley Lakeside Leadership HS | 9-12 |
| YCCS - Youth Connection Leadership Academy HS | 9-12 |
| Young Women's Leadership Academy | 9-12 |
| Walter Henri Dyett High School for the Arts | 9-11 |
| Kenwood Academy High School | 7-12 |
| Perspectives Charter: IIT Math & Science Academy | 6-12 |
| UChicago - Woodlawn Middle/High School | 6-12 |

Table 3: K-12 Schools (2)

| School Name | Grades |
|---|--------|
| Sonia Shankman Orthogenic School | K-12 |
| University of Chicago Laboratory School | K-12 |



Appendix 2: Map of all GBCAC Schools