



Children's Services Council of Leon County

Youth Mentoring Funding Opportunity Request for Applications

The Children's Services Council of Leon County (CSC Leon) is a catalyst for positive change to improve the lives and outcomes of children, youth, and families in the local community. Established as an independent special district by the voters of Leon County in 2020, CSC Leon provides funding through ad valorem taxation to organizations that increase school readiness, provide school-age supports and reduce juvenile crime; improve child physical and mental health, while reducing adverse childhood experiences; and provide youth development opportunities, increase food and housing stability, and support caregivers. At its core, CSC Leon seeks to fund programs based on the following values: inclusive, data-driven, equitable, collaborative, and innovative. By funding and making available prevention and early intervention services while using a results-based accountability framework, CSC Leon's ultimate goal is to ensure all children and youth in Leon County are socially, emotionally, and physically equipped to reach their full potential.

I. OVERVIEW

The Children's Services Council of Leon County (CSC Leon) seeks to fund very specific program types under the "Family Supports" umbrella, starting August 1, 2023. The objective of these funding opportunities is to invest in a wide variety of programs that reach children, youth and families in their neighborhoods to promote connectivity, facilitate access to resources and increase family functioning. These are long-term funding opportunities that cross priority areas, are informed by the 2022 Community Needs Assessment and reflect input from the recent Family Listening Sessions. There is a strong focus on utilizing research informed programs, best practices and standards. These funding opportunities will also allow for *some* "grassroots" programs to build their evidence.

This procurement will focus on establishing multiple contracts with providers to implement new or expand existing Youth Mentoring Programs.

The deadline for submissions is Monday, May 8, at 6:00 p.m. Decisions are expected on or around Friday, June 16. The contract period for this funding opportunity is August 1, 2023, - September 30, 2024. Funded entities will be required to secure minimum levels of insurance, certify background clearance for all staff and personnel working directly with children and youth (in accordance with the model or program implementing), collect and enter data on program participants using prescribed tools, and submit detailed financial reports. Funded entities will be required to use the CSC Leon Services and Activities Management Information System (SAMIS) on a weekly basis. Any CSC Leon funds not expended by prescribed dates outlined in the CSC Leon Fiscal Guidelines (2023) must be returned along with a detailed Final Report.

II. INTENT

CSC Leon is seeking proposals to support the *implementation* or *expansion* of multiple **Youth Mentoring Programs** designed to promote positive youth development through the intentional pairing of youth with caring, non-parental adults in a mentoring relationship. It is the intent of this procurement to fund programs that demonstrate capacity to incorporate very specific standards associated with positive outcomes. These voluntary programs may be designed to prevent juvenile crime and recidivism, foster academic achievement, encourage positive peer relationships and healthy behaviors, and support youth with specific severe needs, such as those struggling with mental health challenges or those who are victims of commercial sexual exploitation. Programs who focus on youth violence prevention will be prioritized.

There is no minimum or maximum amount to request but proposals will be required to include a “cost per child/youth” calculation to demonstrate a common measure for cost-benefit analysis. This is a simple calculation that divides the total investment amount by the proposed number of children/youth to serve. Renewals will be based on effectiveness of reaching specific goals outlined in the attached “statement of work” (Exhibit 1).

III. ELIGIBILITY

Any entity legally authorized to conduct business in the State of Florida is eligible to apply for this funding. The successful applicant will have at least three years of experience providing youth mentoring services, submit a logic model for their program, and provide some evidence that the existing program produces measurable outcomes. In the case of a tie between entities, preference will be given to not-for-profit entities with a current IRS determination status.

Note, CSC Leon funds may only be used to expand or initiate services, as allowed, and not supplant or duplicate funding for existing services.

IV. APPLICATION PROCESS

All applications received in response to this RFA must be submitted using the CSC Leon application portal on or before the due date listed in the timeline below. Proposals will be evaluated by a two-step process. First, CSC Leon staff will conduct an initial eligibility check based on the factors listed above. Eligible proposals will be invited to give a brief, oral presentation and answer specific questions regarding the proposal to a community impact panel comprised of volunteers appointed by CSC Leon. All volunteers are residents of Leon County who have a vested interest in the success of children, youth, and family services, and in the fiscal responsibility of CSC Leon.

Then, the community impact panel will evaluate the written proposals and oral presentations against *published evaluation criteria* (see **Exhibit 2**) using the following high-level sections to determine scores:

- Organizational Profile (up to 15 points)
- Program Design (up to 40 points)
- Program Evidence (up to 20 points)
- Budget (up to 25 points)

Total points available: 100

Finally, the panel will provide these scores to the CSC Leon Governing Council to make the final decision of award.

The timeline for the Youth Mentoring Programs Request for Applications is listed below.

ACTIVITY	DATE(S)
Release Procurement	Monday, March 27
Informational Webinar	Friday, March 31
Written Question Deadline	Friday, April 14
Answers to Questions Posted	Tuesday, April 18
Proposals Due	Monday, May 8
Provider Presentations	Wednesday-Friday, May 17-19
Evaluations Complete	Thursday, May 25
Evaluation Results (Public Meeting)	Friday, June 2
Statements of Work Approved by Council	Thursday, June 15
Anticipated Contract Start Date	Tuesday, August 1
Renewal Eligibility Assessment	Wednesday, August 7, 2024
Initial Contract End Date	Monday, September 30, 2024

V. CAPACITY BUILDING SERVICES

CSC Leon will provide direct application assistance through the provision of select training opportunities listed in the timeline above. Participation is not mandatory but strongly encouraged. Registration details for these events will be found on the CSC Leon website. Applicants are also permitted to submit questions directly to procurement@cscleon.org by no later than 5:00 p.m. on Friday, April 14, 2023. All questions and answers will be posted on the CSC Leon website by the date and time indicated in the above timelines.

CSC Leon also holds a contract with United Partners for Human Services (UPHS) and the Institute for Nonprofit Innovation and Excellence (INIE) to provide direct training and coaching assistance throughout the application process at no cost to the applicant. **You do not have to be a member of UPHS or INIE to access these opportunities.** Please contact a member of the UPHS or INIE team to learn more.

V. RESULTS BASED ACCOUNTABILITY FRAMEWORK OVERVIEW

CSC Leon uses Results Based Accountability (RBA) as its framework to determine and measure program effectiveness. Preliminary background information on this approach is included below.

Results Based Accountability (Friedman, 2015) provides organizations with the tools to achieve sustained, community-wide and program-based improvements in child and family well-being to achieve collective impact. Collective impact includes sharing results, data, strategies, best practices, and mutual accountability (Kania & Kramer, 2011). To achieve success, this process requires that leaders and program staff across agencies and sectors work together to achieve improved results. RBA provides a plain language framework comprised of two perspectives – population-level results and agency performance accountability. Population-level results, including those listed in the 2022 CSC Leon Needs Assessment, WILL NOT BE used for measuring individual program effectiveness. They will be used as long-term indicators of the collective investments made by CSC Leon. Using an external evaluator, CSC Leon will study its long-term investments for implementation effectiveness and return on investment.

Agency performance accountability, specifically those indicators included in Exhibit I, are divided into process measures and program outcomes, and WILL BE required for all CSC Leon funded programs. The data collection required, along with mandatory site visits, will be used to answer three key questions:

1. How much did each program do?
2. How well did the program do it?
3. Is anybody better off?

In-depth information on this approach will be provided to all funded programs following contract negotiations.

VI. ADDITIONAL REQUIREMENTS

By submitting a proposal, applicants are acknowledging that they will be able to meet the following expectations should they be selected for funding:

A. Insurance

The applicant shall procure and maintain for the duration of the funded program insurance against claims for injuries to persons or damages to property that may arise from or in connection with the performance of the work hereunder by the applicant, its agents, representatives, employees, or subcontractors. The cost of such insurance shall be the sole responsibility of the applicant.

The applicant shall also provide adequate liability insurance coverage on a comprehensive basis and to hold such liability insurance at all times during the provision of services. Upon contract signing, the applicant shall furnish CSC Leon with a current Certificate of Insurance (COI) listing CSC Leon as the Certificate Holder and an Additional Insured with respect to general liability and automobile liability (if applicable).

If children or youth will be transported by, or on behalf of, the program provider, whether in applicant-owned, rental, or non-owned vehicles, the applicant must comply with the following requirements:

1. All drivers must have a valid driver's license with the appropriate class certification (if applicable), and a copy of each driver's license must be on file with the applicant.
2. All vehicles must be insured with a minimum coverage of \$1,000,000.
3. A transportation permission form must be signed by the parent or legal guardian of each child being transported, and a copy of each form must be on file with the applicant.

B. Financial Management

The applicant must comply with the accounting principles and procedures outlined in the Financial Accounting Standards Board, Statement of Financial Accounting Standards 116 and 117. This means the applicant must have and utilize adequate internal controls and maintain necessary source documentation for all costs incurred.

C. Site Visits and Mandatory Training

The applicant will be subject to monitoring and quality site visits throughout the contract period. During a prearranged monitoring visit, a CSC Leon team member will request access to specific items that may

include personnel files for all CSC-funded staff (paid and volunteers) including completed background checks, organizational policies, program files, insurance certificates, back up of expenditures, payroll, etc. A checklist of required items will be provided at least 24 hours in advance of a scheduled visit.

The applicant also will be required to attend training on the relevant data collection tools and the data collection system, SAMIS, before any funds are dispersed. These trainings will be offered both in person and virtually.

D. Data Security

Recipients of CSC Leon funds are reminded of their vital responsibility to protect sensitive and confidential data and take all reasonable and appropriate actions to prevent the inadvertent disclosure, release, or loss of sensitive personal information. CSC Leon advises that personally identifiable, sensitive, and confidential information about CSC Leon-supported programs or program participants not be housed on portable electronic devices. If portable electronic devices must be used, they should be encrypted to safeguard data and information. These devices include laptops, CDs, disc drives, flash drives, external hard drives, etc. Programs also should limit access to personally identifiable information through proper access controls, such as password protection and other means. Program data should be transmitted only when the security of the recipient's systems is known and is satisfactory to the transmitter.

VII. NOTIFICATION OF AWARD

The CSC Leon Governing Council will make the final determination of funding for any and all proposals based on the scoring provided by the local community impact panel. Entities selected for funding will be notified on or around Friday, June 16, to discuss the contracting and billing process. Additional documentation may be required from selected applicants.

Since CSC Leon expects to receive a high volume of funding proposals, applicants are advised that CSC Leon may not be able to cover all funding requests, nor be able to fund the full amount of each request. However, CSC Leon is committed to making the best use of available resources to address the highest priority needs. Should a proposal be recommended for funding at a lower amount than requested, the entity may decline the award or be offered a one-time limited revision of proposed funding deliverables to be negotiated directly with a CSC Leon team member.

VIII. LOBBYING PROHIBITION

From the time that this RFP opens until the selection of proposals to fund, applicants (their agents, officers, principals, and employees, including any individual assisting the applicant in this process) will not engage in any written or verbal communication or any lobbying efforts or other attempts to influence the CSC Leon (including Council Members, team members or any member of the community impact panel) regarding this RFP, the merits of the applicant, or regarding whether CSC Leon should retain or select the applicant with respect to this proposal request. All questions should be posed during the informational sessions or through the formal Q&A process identified above.

EXHIBIT 1
MENTORING PROGRAMS
STATEMENT OF WORK

I. BACKGROUND/RATIONALE

The CSC Leon Needs Assessment (2022) identified child and youth mentoring as an existing gap in services. Mentoring programs, which pair youth with caring, non-parental adults, promote positive youth development and can be impactful for both prevention and intervention goals. Some of these include the prevention of juvenile crime and recidivism, fostering academic achievement, encouragement of positive peer relationships and healthy behaviors, and supporting youth with specific severe needs, such as those struggling with mental health challenges or those who are victims of commercial sexual exploitation.

National research suggests that students who participate in mentoring relationships with a caring, non-parental adult have fewer days out of school, are less likely to participate in risky behavior and are more likely to graduate on time. Research further shows that when a mentor and mentee are well-matched, programs can produce exceptional results. Some of the outcomes of spending just one hour a week with a mentor can help a child become:

- 55% more likely to be enrolled in college.
- 81% more likely to report participating regularly in sports or extracurricular activities.
- 78% more likely to volunteer regularly in their communities.
- More than twice as likely to say they held a leadership position in a club or sports team.
- 52% less likely to skip a day of school.
- 46% less likely than their peers to start using illegal drugs.
- 27% less likely to start drinking.

However, not all mentoring programs are effective in achieving desired outcomes. Studies show that mentoring programs that incorporate the specific standards and characteristics outlined below produce better mentee outcomes. It is the intent of this procurement to fund programs that demonstrate their capacity to incorporate these standards.

- A. Recruitment:** Be realistic when describing the program’s objectives and expected outcomes. Recruitment strategies should build positive attitudes and emotions about mentoring, and target mentors and mentees whose skills, backgrounds, and needs best match the goals and structure of the program.
- B. Screening:** Screening prospective *mentors* to determine whether they have the time, commitment, and personal qualities to be safe and effective mentors; and screening prospective *mentees* to determine if they have the time, commitment, and desire to be effectively mentored.

- C. Training:** Successful programs will ensure prospective mentors, mentees, and their parents or caregivers have the basic knowledge, attitudes, and skills needed to build a safe and effective relationship. Training of mentors has implications for the length of match relationship as well as both parties' perceptions of the quality of the relationship.
- D. Matching and Initiating:** Matching helps create appropriate mentoring relationships by using strategies most likely to increase the odds that the relationship will be safe and effective. Matching should consider individual characteristics about the mentor and mentee to foster an enduring relationship. Initiating is the step that formally establishes the mentoring relationship.

As part of this standard, programs should incorporate the values, ideals, and preferences of their mentees into the design of their services and the ways in which participants experience the program. This not only empowers mentees and their families, but it also honors them as partners in this work. A young person who has a say in the purpose and activities of their mentoring relationship is more likely to be engaged and reach their goals; a family whose experiences and opinions are respected is more likely to support the work of the mentor; and programs that embrace the individuals they serve as equal partners rather than passive recipients are more likely to have a strong impact.

- E. Monitoring and Support:** Monitoring and support is critical to mentoring not only to create satisfying and successful relationships, but also to adjust to changing needs of the mentee and mentor, and to ensure safety. Support ensures ongoing advice, problem-solving, training, and access to resources for the duration of a mentoring relationship.
- F. Closure:** Bringing a mentoring relationship to closure in a way that affirms the contributions of both the mentor and the mentee is essential to ensuring the relationship ends with positive impacts for the mentee. Closure is a normal stage in a mentoring relationship, and mentors and mentees should be able to prepare for closure and assess their experience with the relationship.

II. PROGRAM DESIGN

Applications for Mentoring Programs are required to include the following components in their application for funding.

- A. Demonstrated Need:** describe why the program is needed and the meaningful change that it hopes to produce at the participant and/or community level.
- B. Program Description:** outline the type of mentoring to be offered (one-to-one, group, team, or peer) as well as the focus of the mentoring sessions (career involvement, academic support, socialization); include how successful completion of the program looks for participants.
- C. Theory of Change/Logic Model:** explain how the programs (services and activities) will result in the desired outcomes at the participant and community level. Ideally, this will draw on relevant

research and theory, illustrating the validity of the program design and how the services align with local needs, contexts, and circumstances. A logic model can further illustrate this action by explaining the inputs, outputs, and short- and long-term outcomes that result from implementing the program.

- D. Target Population:** identify how many children/youth will be served over the course of the initial contract; describe in detail the population to be served, including the youth needs and opportunities to be addressed by the program; include primary language; identify the percent of CSC-funded slots that will be prioritized for children and youth who live in the targeted zip codes of 32301, 32303, 32304, 32305, and 32310.
 - 1. Youth is defined as individuals up to the age of 18 at the time of enrollment, transitioning out of foster care up to the age of 24 at the time of enrollment, or having special physical, developmental, or behavioral needs up to the age of 24 at the time of enrollment.
 - 2. Programs that recruit at least 75% of total CSC-funded mentees residing in these zip codes will receive higher points.
- E. Participation Fees:** programs should be offered to families free of charge. If fees are to be charged, a detailed explanation of what the fees cover must be included in the proposal.
- F. Duration and Dosage:** describe the intended length of the program and frequency of mentor/mentee meetings.
 - 1. Programs that establish mentoring relationships that last for at least nine (9) consecutive months (12 months or more preferred) allow for the development of mutual trust and are correlated with better mentee outcomes.
 - 2. Programs that require at least one-hour meetings each week for a total of four hours a month throughout the duration of the program typically have better outcomes.
- G. Recruitment:** describe the recruitment strategies for attracting mentor and mentees to the program.
- H. Mentor Screening:** detail screening expectations specific to the proposed program. It is expected that program mentors will submit to a Level 2 Background Screening. However, eligibility to serve as a mentor is dependent upon the program model proposed. For example, if a "research-supported" mentoring program utilizes felons to engage with youth at-risk of juvenile crime, then specific exceptions may be made.
- I. Training:** detail the required pre-service training the program will provide to mentors.
 - 1. Programs should provide robust mentor training, including trauma-informed response and cultural competency. Programs may include the cost of trainings in the proposed budget request.
- J. Cost Benefit Ratio:** include a "cost per child/youth" calculation.

- K. Marketing:** provide a detailed plan to demonstrate capacity to market and recruit the expected number of mentees and mentors.
 - 1. Budget requests can include funding for marketing expenses and materials.
- L. Data Collection:** Proposals must demonstrate capacity to adhere to the data collection requirements and corresponding performance indicators as listed below.
 - 1. Budget requests can include funding for data collection and entry.
 - 2. Proposals should anticipate the need for translation and interpreter services. CSC Leon will provide data collection forms in English and Spanish and incur translation costs for other languages on these materials should the need arise.

III. DATA COLLECTION REQUIREMENTS

Funded Mentoring Programs are required to collect and report the following from all program participants. All data must be input into SAMIS (tools and training will be provided):

- A. Basic demographic details for all children served.
 - 1. Programs will be required to gather demographic data to help CSC Leon better understand the types of children and youth accessing services including but not limited to age, grade, race, gender, zip code, and school.
- B. Participation Data
 - 1. Number of children/youth mentees enrolled
 - 2. Number of mentors engaged and active
 - 3. Number of mentoring sessions successfully completed by mentee
 - 4. Number of documented hours spent with mentor monthly
- C. Parent/Caregiver consent to release/deny mentee records be shared with/from Leon County Schools, Department of Juvenile Justice, and Department of Children and Families (using CSC Leon-provided form).
 - 1. CSC-Leon plans to measure longitudinal outcomes of mentoring participants through partnership with these and other human services entities.
 - 2. Children and youth who participate in high-quality mentoring opportunities often perform better and miss less school.
 - 3. Children and youth who participate in high-quality mentoring programs have a reduced likelihood of juvenile justice involvement.
- D. Mentee/Parent Satisfaction Survey (using CSC Leon-provided questionnaire)
 - 1. To contribute to CSC Leon's composite picture of program quality, providers will be required to administer a short satisfaction survey at the conclusion of the program to identify both program strengths and areas for improvement. Results will be accessible by the program to help improve quality and better meet the needs of families in the future.

- E. Pre-service, Mid-service and Post-service Assessments
 - 1. Programs will be required to administer two tools with mentees to measure students' resiliency/noncognitive gains resulting from their mentoring experience and to determine the quality of the mentoring relationship. The assessment tools are validated survey instruments selected and provided by CSC Leon. All assessment tools and training will be provided after award notification.
 - i. For programs working with elementary school-aged populations, the tool will be administered with parents.
 - ii. For those programs working with teenagers, a different tool will be administered with students.

IV. PERFORMANCE INDICATORS

Funded Mentoring Programs will collect data to meet the following process measures and outcomes. These will be calculated by the data input into SAMIS.

Process Measures

- A. 100% of program participants' parents/caregivers will complete the Parental Consent Form allowing or denying permission to access Leon County Schools, the Department of Juvenile Justice, and/or the Department of Children and Families records.
- B. 85% of mentees who enroll will complete the program (defined by program in program design, item 2-3).
- C. 95% of mentees will complete a Student Strength Pre-Assessment within the first week of participation.
- D. 90% of program participants enrolled will complete a Mentoring Quality Assessment at the mid-point of program participation (defined by program in program design, item 6).
- E. 80% of program participants who completed a Student Strength Pre-Assessment will complete the Post-Assessment at the conclusion of the program.
- F. 80% of program participants who complete the program will complete a second Mentoring Quality Assessment within the last two weeks of program participation.

Program Outcomes

- A. 85% of program participants who complete both the pre- and post- Student Strengths Assessment will show gains in at least one subscale of the instrument.

- B. 85% of program participants who complete the Mentoring Quality Assessment at both the mid-point and end of services will show gains in at least one subscale of the instrument.
- C. 95% of mentees demonstrate no arrests/convictions or “new” involvement with juvenile justice during program participation.
- D. 90% of mentees and mentors indicate they are satisfied or highly satisfied with their mentoring program experience.

V. REPORTING REQUIREMENTS

Funded Mentoring Programs will provide the following regular reports through a standardized template in SAMIS:

- A. A “Monthly Activities Report” is due on the 7th of every month starting in September 2023. The report will include demographic data of mentors and mentees engaged, number of meetings, number of events, types of supports provided, etc.
- B. A “Data and Budget Report” is required on October 7, 2023, and then quarterly thereafter on the 7th of the January, April, and July. The report shall include, at minimum, a brief narrative, status report on data collection efforts, and overview of expenditures from the reporting period. Additional elements may be required.
- C. A “Renewal Eligibility Assessment” must be completed by no later than August 7, 2024. This assessment will include a program narrative, preliminary outcome findings, a SWOT analysis of the program, and budget request for continued funding beyond September 30, 2024.
- D. A “Final Report” is required by no later than October 15, 2024. The report shall include, at minimum, a complete program narrative, final distribution records, and a detailed expenditure report. Unspent funds are required to be returned to CSC Leon by no later than September 30, 2024, to avoid fines or exclusion from future funding opportunities. Funded entities may return the funds via mail postmarked by September 30, 2024, or place a sealed envelope clearly labeled with the entity’s name and contact person in the drop box at CSC Leon’s office located at 2002 Old St. Augustine Road, Suite A-50, Tallahassee, FL 32301.

**EXHIBIT 2
YOUTH MENTORING
PROPOSAL EVALUATION CRITERIA**

I. OVERVIEW OF RATINGS

CSC Leon will use the following scoring criteria to evaluate applications for Youth Mentoring Programs using the following high-level sections to determine scores:

- Organizational Profile (up to 15 points)
- Program Design (up to 40 points)
- Program Evidence and Evaluation Plan (up to 20 points)
- Budget (up to 25 points)

Total points available: 100

Each section of the evaluation will rate the quality of the application using this scale: excellent, good, moderate, marginal or poor. Descriptions for each rating level is provided below. Then, community impact panelists will assign a numerical point value for that rating. Point value ranges for each rating vary by section.

Quality of Response	Description	Strengths Relative to Requirements	Weaknesses	Level of Confidence in Applicant
Excellent	Fully addresses all section requirements and meets or exceeds expectations for all elements.	Numerous strengths provided in response in key areas.	None	Very High
Good	Fully addresses all section requirements and more than adequately meets the expectations for most elements.	Some strengths provided in their response in key areas.	Minor - not in key areas	High
Moderate	Addresses most of the section requirements and moderately meets the expectations for those elements.	Provides few strengths in their response.	Moderate - does not outweigh strengths	Moderate
Marginal	Addresses most of the section requirements but less than adequately meets the expectations for those elements.	Minimal strengths in their response.	Exist in key areas - outweighs strengths	Low
Poor	The response meets little to none of the RFP requirements. Fails to address the section requirements and fails or minimally meets the expectations for most elements.	No clear strengths.	Significant and numerous	No Confidence

II. SECTION CRITERIA

A. Organizational Profile (up to 15 points): Relevant experience and mission, financial stability and community relationships.

1. The applicant provides evidence that the program will be led by an organization and individuals with the relevant experience, past performance, mission alignment, and qualifications needed to aid in the program's success.
2. The applicant is registered to conduct business in Florida and all required documentation is current and included in the proposal.
 - a. *You will be required to submit your most current business registration with the Florida Division of Corporations (Sunbiz).*
3. The applicant provides evidence of financial stability.
 - a. *You will be required to submit your most recent annual budget, profit/loss statement or 990 filing.*
4. The applicant demonstrates established relationships and access among community stakeholders and families.
 - a. *You are encouraged to include recent letters of support.*

B. Program Design (up to 40 points): Overview of identified need and proposed solution, description of program activities, target population, and expected impact, and detailed staffing plan.

1. The applicant successfully pairs identified needs in the community with solutions offered by the program that align with the stated intent of the procurement.
2. The applicant provides a clear description of the services and activities to be funded that reflect implementation of best practices and standards described in the procurement.
3. The applicant provides a clear description of the population to be served that aligns with the requirements of the procurement.
4. The applicant demonstrates its ability to recruit and serve children and youth in specific neighborhoods identified by CSC Leon.
5. The applicant demonstrates a thorough understanding of program duration and dosage on intended programs outcomes.
 - a. *Programs that establish mentoring relationships for at least nine months for at least one-hour a week will receive higher points.*
6. The applicant intends to offer services free of charge or at very low cost.
7. The applicant describes in detail the background screening and training process for mentors, as well as how mentors are matched with mentees.
8. The applicant demonstrates sufficient personnel/professional staff experience to carry out the services and activities, including meeting marketing, recruitment, data collection and reporting expectations.
 - a. *You will be required to submit an organizational chart that clearly shows the current staffing plan from the proposed staffing plan (if applicable).*

C. Program Evidence (up to 20 points): Evidence base and logic model.

1. The applicant includes detailed information on the program's evidence base, if applicable.
2. The applicant includes a coherent logic model illustrating the inputs, outputs, and short- and long-term outcomes that result from implementing the program.

3. The applicant includes a clear description of how participants successfully complete the program.

D. Budget (up to 25 points): Financial request, detailed narrative and cost-benefit calculation.

1. The applicant provides a complete, cost-effective budget and detailed budget narrative that aligns with the proposal design.
 - a. *You will be required to use the CSC Leon Budget Template and corresponding Fiscal Guidelines for each line item included.*
2. The applicant demonstrates evidence that the amount requested does not supplant existing funds.
3. The applicant offers competitive value as evidenced by the “cost per child/youth” calculation.
 - a. *This is determined by taking the total amount of the budget request divided by the total number of families proposed to serve.*