



DEPARTMENT OF CHILD SUPPORT SERVICES

**Request for Letters of Interest (LOI)
DCSS/001
MY EMPOWERMENT PROJECT
Release Date: October 18, 2021**

**DEADLINE TO EXPRESS INTEREST
By 5:00 PM PDT, October 29, 2021**

Sacramento County Department of Child Support Services is soliciting qualified organizations interested in providing community-based outreach activities to promote responsible parenting to underserved communities.

The My Empowerment (M.E.) Project is centered on increasing youth's knowledge of the importance of sequence building prior to making the decision to have a child. The project will promote sequence building, which emphasizes the importance of completing their education, start a career and establish a healthy relationship before becoming a parent. The project services will address, build on, adapt, and enhance existing responsible parenting, paternity, and child support models as well as develop new educational materials and tools.

The M.E. Project focuses on providing outreach with an emphasis on Black and Hispanic youth, between 13 – 25 years of age on following goals and objectives:

- Reduce Sacramento County's unplanned pregnancy rates in Sacramento County's youth by educating them on pregnancy prevention.
- Educate youth on resources and support to be more successful parents through achieved educational, career, and personal relationships.
- Address legal, financial, and emotional aspects of parenthood.
- Deliver peer-to-peer youth model in learning about sequence building necessary to be successful parents.
- Increase services to higher risk youth population.

The tag line of the M.E. Project is *My Life, My Journey, My Choices*. It represents the collaborative community effort which will test the hypothesis that providing creative interventions such as educational support, career training, and healthy relationships curriculum will change attitudes and behaviors of youth around parenthood. The successful program will engage youth and provide them support to achieve educational and professional growth and stability before becoming parents. The M.E. Project will build on the critical resources in place to support youth to follow the success sequence and build economic mobility.

Minimum Qualifications

Single agency responses only. No collaborations, partnerships, multi-agency, or fiscal sponsorship responses will be accepted. The single organization will have all components of the program, providing prevention services. Organizations not currently contracting with Sacramento County are encouraged to apply. The organization must meet the following minimum requirements:

1. Must provide services to Sacramento County residents.
2. Willing to collaborate with system partners, including but not limited to local community groups, mental health, child welfare, social services, and school personnel.
3. 5 years of experience designing, implementing and delivering outreach to underserved communities with an emphasis on Black and Hispanic youth.

4. 5 years of experience assessing community needs/assets, coalition/workgroup activities, evaluation services, intra/inter-agency coordination/collaboration, and training.
5. 5 years of data collection including pre- and post-surveys.
6. 5 years of experience:
 - a. Using electronic media, brochures, fliers, or newsletters to disseminate information to underserved communities in Sacramento County; and
 - b. Providing educational material including, but not limited to, messages addressing awareness of values, awareness of enhanced self-esteem and healthy relationships; and
 - c. Engaging in activities such as assessing community needs/assets, coalition/workgroup activities, evaluation services, intra/inter-agency coordination/collaboration, and training and technical assistance, collecting and analyzing evaluation data, and implementing evaluation tools and instruments.
7. The successful applicant shall be required to sign a Sacramento County contract, and must agree to all terms and conditions of the contract with Sacramento County.
8. Must have no record of unsatisfactory performance, lack of integrity, or poor business ethics.

How to Express Interest

Interested organizations must respond by completing and submitting the “My Empowerment Interest form No. DCSS/001” at the end of this document by the due date (see below). The form must be signed by a person with contract signing authority for the organization and dated and include your organization’s information – legal business name, address, name of point of contact, phone number, and e-mail. Electronic or scanned signatures are acceptable.

DEADLINE: by 5:00 PM PDT, October 29, 2021

Completed and signed “Interest Form No.DCSS/001” is due and must be emailed to Ryan Dunton at duntonr@saccounty.net. The following will not be accepted: hard copies of responses that are delivered to County locations, emailed responses to any other email address, or faxed responses. Late submissions will not be accepted and will be automatically disqualified from further consideration.

This will be the only advertisement of this request for LOI. Only those organizations that successfully respond to this LOI are eligible to participate in the Request for Proposal (RFP) for these services if a RFP process is utilized in the future. The County of Sacramento reserves the right to cancel this request for LOIs and/or issue a RFP for these services, to reject any or all LOIs, and to determine which LOI shall be accepted. In addition, the County reserves the right to make a contract award to one or more bidders, to award based on the needs of the community, to award based the capacity of the agency, for all or part of the services, or other criteria.

Letters of Interest will only be accepted from organizations that meet or have the ability to meet minimum requirements as stated in this document

**My Empowerment Project
INTEREST FORM No. DCSS/001**

Legal Business Name of Organization	
Address	
Name of Point of Contact	
Phone Number	
Email Address	

Submission of this form serves as a notice that our organization is applying for LOI #M.E./001.

Minimum Qualifications:

1. Must provide services to Sacramento County residents.
2. Willing to collaborate with system partners, including but not limited to local community groups, mental health, child welfare, social services, and school personnel.
3. At least 5 years of experience designing, implementing and delivering outreach in underserved communities with an emphasis on Black and Hispanic youth.
4. At least 5 years of experience assessing community needs/assets, coalition/workgroup activities, evaluation services, intra/inter-agency coordination/collaboration, and training.
9. At least 5 years of data collection including pre- and post-surveys.
5. At least 5 years of experience:
 - d. Using electronic media, brochures, fliers, or newsletters to disseminate information to underserved communities in Sacramento County; and
 - e. Providing educational material including, but not limited to, messages addressing awareness of values, awareness of enhanced self-esteem and healthy relationships; and
 - f. Engaging in activities such as assessing community needs/assets, coalition/workgroup activities, evaluation services, intra/inter-agency coordination/collaboration, and training and technical assistance, collecting and analyzing evaluation data, and implementing evaluation tools and instruments.
6. The successful applicant shall be required to sign a Sacramento County contract, and must agree to all terms and conditions of the contract with Sacramento County.
7. Must have no record of unsatisfactory performance, lack of integrity, or poor business ethics.

I certify that my organization meets the above minimum requirements or will be able to meet the minimum requirements prior to the provision of services to Sacramento County residents:

Signature

Date

Printed Name and Title