

**CHILDREN & YOUTH PARTNERSHIP FOR DARE COUNTY
INSTRUCTIONS FOR PROPOSALS**

One original and one copy should be submitted. The proposal package consists of the following:

1. Cover letter that is signed and dated by an individual authorized to legally bind the applicant's organization.
2. The application form signed and dated.
3. A proposal narrative:
 - Describe how the tasks outlined in the Scope of Services section will be accomplished. How will you meet program objectives?
 - What experience do you or your organization have with this type of activity? What can you or your organization bring to this project that others cannot?
 - Who will be involved in the supervision and implementation of this activity?
 - Who will handle the financial aspects of the project?
4. A budget proposal for each year requested in the scope of services.
5. Resume of parties who will work on the proposal
6. References
7. Any additional materials that support the application

Completed proposals are due by 5:00 pm, May 17, 2024, and should be mailed or delivered to:

**Children & Youth Partnership for Dare County
534 Ananias Dare Street
Manteo, NC 27954**

The contract will be awarded to the organization, group, or individual submitting the best responsible application complying with the requirements of the Request for Proposal (RFP), provided the application is reasonable and is in the best interest of the Partnership to accept. The applicant selected will be notified at the earliest practical date. The decision regarding the acceptability of any application shall remain entirely with the Children & Youth Partnership for Dare County. The criteria for making this judgment will include but not be limited to demonstrated capacity and general responsiveness to the RFP. For further information or assistance, please call (252) 441-0614.

Attached:
Proposal Specifications



Children & Youth Partnership

FOR DARE COUNTY

Ensuring that our children, youth, families, and community all thrive.

Proposal Application

Project Title: _____

Name of Organization: _____

Street Address/Post Office Box: _____

City: _____

County: _____ State/Zip: _____

Contact Person: Name & Title: _____

Address: _____

Telephone: _____

Fax: _____ Email: _____

Federal Tax Identification Number or Social Security Number: _____

Type of Organization:

Private

Non-profit

501(c) 3

Other, please specify _____

For profit

Public Agency

Project Beginning Date: _____ Project Ending Date: _____

Budget (FY2024/25): _____

Budget (FY2025/26): _____

Budget (FY2026/27): _____

Total Budget: _____

Authorizing Signature

Title

Date

Triple P (Positive Parenting Program) Scope of Services and Specification

Children & Youth Partnership for Dare County (CYP) is seeking proposals for the Triple P (Positive Parenting Program) in Dare County for the period of July 1, 2024- June 30, 2027.

The Positive Parenting Program (Triple P) is a parenting program that will be implemented to model fidelity. Triple P staff may offer various levels of Triple P throughout the year including:

Level 1 (Universal)- offers a media-based general information campaign for all caregivers

Level 2 (Brief Primary)- involves brief, individual or seminar-based consultation and topic-specific guidance.

Level 2 (Selected Seminars)- provides three 90-minute seminars on general parenting topics.

Level 3 (Primary Care)- provides individual consultations for caregivers who have specific concerns about their child (ex. four 20-minute sessions over two months)

Level 3 (Discussion Groups)- one to four 2-hr small group sessions over the course of 1-2 months.

Level 4 (Group)- an 8 week series consisting of five 2-hour group sessions with 3 follow up phone calls during a break in the group meetings.

Level 4 (Standard)- 10 weekly 1 hour one-on-one sessions.

The Facilitator will have certification in the Triple P levels provided. Smart Start funds may be used to cover expenses for marketing materials, incentives for participants, refreshments/meals for meetings and events, staff development.

Outputs

Level 1 (Universal)- No outputs required

Level 2 (Brief Primary)- Number of parents/guardians participating

Level 2 (Selected Seminars)- Number of parents/guardians participating

Level 3 (Primary Care)- Number of parents/guardians participating

Level 3 (Discussion Groups)- Number of parents/guardians participating

Level 4 (Group)- Number of parents/guardians participating

Level 4 (Standard)- Number of parents/guardians participating

Outcomes

Level 1 (Universal)- Increase in positive parenting practices

Level 2 (Brief Primary)- Increase in positive parenting practices

Level 2 (Selected Seminars)- Increase in positive parenting practices

Level 3 (Primary Care)- Increase in positive parenting practices

Level 3 (Discussion Groups)- Increase in positive parenting practices

Level 4 (Group)- Increase in positive parenting practices

Level 4 (Standard)- Increase in positive parenting practices

Proposals should address the method to achieve the goals and objectives identified in this request for proposal and provide timelines for accomplishing them. An explanation of how the program will be staffed should be included, as well as the organization's/individual's level of preparedness to implement the program.

The initial contract period will be July 1, 2024 through June 30, 2027. Separate annual budgets for FY 2024-25, 2025-26, and 2026-27 should be submitted as a part of the proposal. The contract may be renewed each year through 2027 contingent on availability of funds, a satisfactory evaluation of performance, and mutual agreement of both parties to enter into subsequent contracts.