

**TWENTY-SECOND JUDICIAL CIRCUIT OF MISSOURI
FAMILY COURT - JUVENILE DIVISION
MEDIATION AND SPECIAL COURT SERVICES
3827 Enright
St. Louis, Missouri 63108**

**REQUEST FOR PROPOSALS
Family Sub-Contracted Services Program**

Proposal Deadline: March 2, 2012 at 4:00 p.m.

BACKGROUND

Family Sub-Contracted Services is a program provided to the clients of the Family Court. It is intended to provide short term interventions. We are seeking an effective array of services to address behavioral needs of youth involved in the Family Court. Funding for the Family Sub-Contracted Services Program is being provided by the City of St. Louis and the St. Louis Mental Health Board. All clients of the Family Court are eligible for services. The services are voluntary in informal cases and may be required when a juvenile is under Official Court Supervision or participating at the Innovative Concept Academy.

TARGET MARKET

The targeted consumers typically demonstrate the following characteristics/behaviors/issues:

Academic Issues

- ◆ Performing below grade level
- ◆ Inconsistent school attendance
- ◆ Disruptive/unruly classroom behavior
- ◆ Unidentified and unmet educational & learning needs

Behavioral Issues

- ◆ Aggression
- ◆ Anti-social behaviors
- ◆ Bullying
- ◆ Gang activities
- ◆ Substance abuse
- ◆ Inappropriate sexual behaviors

Emotional Issues

- ◆ Trauma/grief
- ◆ Sexual identity
- ◆ Anxiety and/or Depression
- ◆ Family breakdown
- ◆ Sexual orientation confusion

Social Skills Issues

- ◆ School engagement
- ◆ Interpersonal communication
- ◆ Problem solving
- ◆ Defiance (school/parents)

Please note that this is not an exclusive list of issues facing these consumers, but should be considered when implementing programs/services.

OUTCOMES

The St. Louis City Family Court is soliciting proposals from private vendors and community based social service agencies for the Family Sub-Contracted Services Program to produce measurable and verifiable positive behavioral outcomes specifically improving pro-social, academic, independent living, moral reasoning and workforce development skills. We strive to meet the individual needs of juveniles in our care.

The Court will only consider services which can achieve any of the following behavioral outcomes:

- ❖ Youth will be open and communicative
- ❖ Youth accepts responsibility for his/her behavior
- ❖ Youth attends school regularly and consistently
- ❖ Youth develops a network of caring and supportive adults
- ❖ Youth establishes a realistic plan to achieve long-term career or vocational goals
- ❖ Youth controls impulsive behavior
- ❖ Youth accesses community resources to help with daily living
- ❖ Youth uses effective study habits and learning skills to improve school performance
- ❖ Youth demonstrates effective job-seeking behavior
- ❖ Youth is consistently punctual
- ❖ Youth acknowledges the harm caused to others and acts to repair harm
- ❖ Youth/parent demonstrates alternative courses of action to resolve problems
- ❖ Youth will avoid alcohol, tobacco and other drugs
- ❖ Youth will practice positive coping skills to avoid negative behaviors & consequences

REQUIRED

- Vendors shall provide services for children and their families referred to the Court
- Vendors shall be cleared by Police and Child Abuse Neglect checks
- Children referred to the Court for services and their parents shall be eligible for other St. Louis Mental Health Board funded services as appropriate
- Tutors shall have a valid and current Missouri teacher certification
- Vendors shall have valid and current appropriate Missouri licensure
- Vendors shall be current in payment of St. Louis City earnings tax
- Vendors shall have current St. Louis City business license
- Vendors shall have current professional and liability insurances as appropriate
- Vendors shall enroll in and participate in a federal work

authorization program

- Vendors shall provide or arrange for transportation to services

The following list includes examples of possible appropriate services:

- ◆ **Counseling services (individual; group; and/or family treatment; sex-offender treatment; trauma, grief therapy)**
- ◆ **Tutoring services that focus on math, science and reading proficiency**
- ◆ **Sex offender evaluations to assess appropriate treatment recommendations**
- ◆ **Respite care (5 day limit)**
- ◆ **Theft diversion: prevention and intervention services for motor vehicle theft and related crimes, including vandalism and theft of property**
- ◆ **Life Skills Training: these groups should focus on, but not be limited to, building self-awareness, self-esteem, interpersonal skills, decision making/problem solving, coping skills, accepting responsibility, and conflict resolution**
- ◆ **Parenting skills**
- ◆ **Victim-Offender Dialogue: increases offender awareness of the physical, emotional, and material impact of crime and seeks a resolution to repair harm**
- ◆ **Psychological evaluations & mental health screenings**
- ◆ **Gang diversion**
- ◆ **Violence prevention/Anger management**
- ◆ **Gender identity counseling**
- ◆ **Counseling for sexual/orientation concerns and coming out issues**

PROPOSAL SUBMISSION

A) The following information is **required** to be submitted as part of the proposal:

- ◆ **Two (2) letters of recommendation**
Letters must be from local agencies, organizations or schools you have worked with.
- ◆ **Copy of teacher certification**
For tutors only

- ◆ **Copy of appropriate licensure**
For counseling and evaluation providers only
- ◆ **Copies of the résumés of the director and staff providing the direct service**
- ◆ **Copy of Business License**
- ◆ **Copy of receipt for paid St. Louis City earnings tax**
If applicable
- ◆ **Copy of professional liability insurance**

B) Proposal

1. Provide a concise description of your agency, the services you provide and your qualifications for providing the services.
2. Specify the characteristics of the average person who would respond best to your services.
3. Identify the behaviors your intervention will change and the behavioral outcomes each intervention will produce. Cite any relevant research and existing evidence about the efficacy of the interventions being proposed.
4. Briefly outline the program steps that will be used to produce the desired behavior outcomes
5. Identify how behavioral outcomes will be measured and verified.

C) Deadline for the submission of proposals:

- ◆ Interested agencies should submit the **original proposal and six (6) copies** by 4:00 p.m. on March 2, 2012 to:

**Family Sub-Contracted Services Program
Mediation and Special Court Services Unit
Family Court-Juvenile Division Annex
3827 Enright
St. Louis, Missouri 63108
(314) 552-2390**

- ◆ Proposals should be marked: ***Family Sub-Contracted Services Program***

*The Family Sub-Contracted Services Team will review all proposals. The Family Court reserves the right to reject or accept any and all proposals.

**Funds for this program of the Family Court are limited by third party funding. All services are paid on a fee for service basis.