SUBJECT: Trauma Training

BID #: ESC-0549-19

OPEN DATE: 7/24/2019

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – Date of executed contract through September 30, 2020 with two (2) one (1) year renewal options

AGENCY: Kids Hope Alliance

BASIS OF AWARD: Highest Scoring Bidder Based on Evaluation Criteria

NUMBER OF BIDS INVITED: 12 **NUMBER RECEIVED:** 2 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the second and final renewal option with Hope Street, Inc. to continue providing trauma training to KHA staff and community partners. Period of service is from October 1, 2021 through July 30, 2022. Total revised estimated annual expenditure amount is $200,000.00, for a total expenditure amount not to exceed $383,333.00.

Funding Source: 10901.181001.582001.000000.00000459.00000.0000000 - To be executed by formal contract amendment through the Office of General Counsel

Attachments: Recommendation Memo, Vendor Letter and Previous Awards

ANALYST: _____ Annette Burney

RESPECTFULLY SUBMITTED _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Dr. Saralyn Grass, Chief Administrative Officer, Kids Hope Alliance

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

KIDS HOPE ALLIANCE

MEMORANDUM

TO: Gregory Pease,
Chief of Procurement Division

FROM: Dr. Saralyn Grass, Chief Administration Officer
Kids Hope Alliance (KHA)

CC: Kenneth Darity, Chief Programs Officer
Mike Weinstein, Chief Executive Officer

SUBJECT: Renewal Awards for Proposed Agency for Kids Hope Alliance Special Needs Funded Programs for Trauma Training – BID#: ESC-0549-19, – Second Renewal Option for Contract # 10675-01 Amendment 3

DATE: July 15, 2021

The Kids Hope Alliance (KHA), on behalf of the City of Jacksonville, respectfully request to exercise the 2nd of 2 renewal options for the Special Needs Programs and Services Contacts for the contract# 10675-01 Amendment 3 with Hope Street, Inc. – Trauma Training. The contract renewal will be for 12 months. The term of the contract will be August 1, 2021 and continue through July 31, 2022.

Agency	Program	Funding
Hope Street	Trauma Training	$200,000

Attached is the Kids Hope Alliance Board of Director Action Item related to the funding recommendations approved by the Board of Directors at the May 19, 2021 board meeting and a copy of the Letter of Intent.

Upon approval of this amendment to the Award, the contracts will be executed by formal contract through the Office of General Counsel. The funding of the listed Agency will be from the following Accounting Codes:

Accounting Code:

Category	Fund	Center	Account	Project	Activity	Interfund	Future
Special Needs	10901	181001	582001	000000	00000459	00000	0000000

The total funding requested is $200,000.

If you need additional information, please contact Mary Nash at 255-4451 or Joyce Watson at 255-4444.

Cc: Annette Burney, Purchase Analyst
Joyce Watson, Director of Administration, Contracts & Purchasing
April Hart, Director of Finance
Tyrica Young, Director, Research & Grants

FY 21-22 Request for Renewal (RFR) – 5/18/21	
ESC	**Agency**
Special Needs	Hope Street

FY21-22 Contract Year: 8/1/2021-7/31/2022

Funding for FY21-22: $200,000

Number of Children/Youth Served During 20/21: To date, we equipped 78 organizations, 1231 training/coaching participants. 987 training attendees/247 coaching attendees. 145 education hours. 20 training and 26 coaching/implementation sessions.

Description of Services:

Hope Street provided trauma training, coaching, and implementation consultation services for professionals who care for children who have experienced childhood trauma, utilizing the Trust-Based Relational Intervention (TBRI) model. We conducted multiple trainings per month with KHA community partners and community organizations at varying levels based on community needs. We educated and equipped adults with knowledge and skills that empower them to provide healing centered, trauma informed care for children and teens who have experienced acute and complex trauma with risk factors including racial stress and trauma, abuse, neglect, in utero exposure to stress or substances, early hospitalization, violence, loss, as well as other Adverse Childhood Experiences.

Impact of Services:

For each CE training, we administer pre and posttest measures that measure content knowledge of TBRI as well as Case application of Trauma Informed Care.

The pretest average for these virtual webinar assessments was 60%.

The posttest average for virtual webinars assessments was 91%. This 31% increase in proficiency indicates increase awareness, knowledge, and application of trauma informed best practices within participant population.

We are in process of collecting longitudinal data through the ARTIC scale (Attitudes Related to Trauma Informed Care) with coaching clients, Daniel and Head Start. Data points are administered at appointed times to collect baseline data and comparative data post training and again post 6-8 months intermittently during coaching to measure organizational and individual growth in Adult

Attitudes Related to Trauma Informed Care. By measuring Adult Attitudes, we an assess an organizations growth toward delivering healing centered care to children and families.

Anecdotal testimony of TBRI Tools (Nurture Group) in action (Daniel Kids):

Barbara*, a mom attending a Daniel Parent Nurture Group, is learning to practice principles of TBRI (Trust-Based Relational Intervention). She started her quest for services to be able to heal her teenager who was resistant to desperately needed mental health services. After 3 months of attending her weekly parent nurture group, Barbara found a way to bring healing to herself and her teenager. Through calming engagement and connection her relationship with her teen has moved from conflict and hardship to one of understanding and helpful communication. Barbara now has hope and no longer wants to give up." Daniel Kids FB Post.

The ACEs study by Dr. Felitti revealed that Adverse Childhood Experiences impact long-term physical and mental well-being: A score of 6 or more were potentially looking at lifespans of 20 fewer years. "Compared to an ACE score of zero, having 4 adverse childhood experiences was associated with a seven-fold (700%) increase in alcoholism, a doubling of risk of being diagnosed with cancer. A score above 6 was associated with a 30-fold (3000%) increase in attempted suicide."

Repeated exposure to traumatic events without adequate support—particularly from an early age—can have a devastating, long-term impact on health and well-being. Hope Streets training and coaching services support individuals and organizations who serve vulnerable populations in the adoption of trauma-informed care procedures and practices through training and implementation, resource and curriculum development, and reflective coaching. Organizational trauma-informed care is a systemic approach to service delivery that is grounded in an understanding of the causes and consequences of trauma and promotes resilience and healing. Trauma- informed organizations ensure that mission, culture, and practice are aligned to recognize and support trauma-survivors. Hope Street assists organizations and direct service providers in developing a common trauma informed lens, language and framework for trauma- informed service delivery.

Overtime, as service providers engage these evidenced-based trauma informed interventions, they foster connected relationships and empowered environments that reduce re-traumatization and fear-based behaviors as well as increase emotional regulation and pro-social behavior in the population they serve.

Further, Hope Streets services provides professionals actionable proactive and responsive strategies to assist children and teens in increasing agency for self-regulation and problem-solving, as well as cultivating the four abilities to engaging in meaningful relationships: the ability to give and receive

nurture care, to identify and negotiate needs respectfully, and to act autonomously to be content with oneself and set healthy boundaries.

Outcomes Achieved:

- Participants increased awareness, knowledge and skills related to trauma informed care and the seven domains of Trust Based Relational Intervention (TBRI) including, identification of trauma signs and symptoms and how trauma impacts the whole child.
- Participants gained knowledge of how trauma impacts communities through targeted education on Adverse Childhood Experiences (ACEs) and its impact on individual and community functioning.
- Participants gained advanced strategies to enhance healing relationships. Selected partner sites received in depth data-driven coaching/implementation support including trauma informed assessment from the following scales: ARTIC, Brief Resilience, and SOF

Obstacles Faced in 20/21 as a Result of COVID-19 and How They Were Addressed:

Challenges of adapting testing protocol and training delivery overall when switching to virtual due to the COVID-19 pandemic. To meet the new platform, we developed new protocols and internet-based artifacts to collect attendance, administer pre and post assessments and share presentation resources. We are now fully automated in all protocols and running on Zoom interface successfully.

Further, COVID-19 created complications in on-site observations required for reflective coaching were not permitted which slowed and complicated our coaching process. Precautions and the stress endured by organizations delayed ramp up and organizations capacity to engage extraneous training and coaching services this fiscal year. However, we were able to pivot and meet needs and still initiate reflective coaching with 3 large entities, LSF Head Start, Daniel Kids, and Family Support Services of North Florida.

Based on Experience in 20/21, Changes, Additions, or General Improvements to Be Made in 20/21:

The need in our community is organic and ever-changing because it is based on the human experience. So, as the need has shifted this year with the unique aspects related to the pandemic and the civil unrest and social inequity, so have we. We are constantly in process of accessing the need in the moment through needs analysis surveys and listening to anecdotal testimony. We have heard loud and clear that the healers in our community are suffering under the burden of care that this year has brought. To that end, we are seeking additional certifications in train the trainer models that will enhance our current program offerings and will focus on caring for the caregiver. Our caregivers are suffering from vicarious and direct trauma and compassion fatigue and burn-out are at all-time highs. We need to meet this need so that they can continue meeting the needs of the children in their care. To that end, we will be accenting TBRI Caregiver Mindfulness component in our trainings and will be

offering courses on enhanced self-care and mindfulness sessions at a participant level that include "Making Sense of Your Past (Worth) a course aimed at healing ACEs in caregivers and increasing resilience and self-worth. At an organizational level, we will coaching organizations on implementing supports to reduce burnout and increase resilience by implementing strategies recommended by The National Child Traumatic Stress Network.They recommend the following strategies to address and manage secondary traumatic stress in adults who care for children and families exposed to trauma:

- Provide high-quality, reflective supervision.
- Support workplace self-care groups
- Enhance the physical safety of staff.
- Provide training to both staff and leadership to increase awareness about secondary.
- traumatic stress and how to address it effectively.
- Develop opportunities for staff to learn about and engage in self-care practices.
- Create external partnerships with secondary traumatic stress experts.
- Regularly assess the vulnerability and resilience of staff and leadership to secondary traumatic stress
- Create a buddy system for self-care accountability.

***Connect for Hope*: Trauma Training, Coaching and Consultation**
Proposed by Hope Street, Inc. Scope of Work
August 1, 2021 – July 31, 2022

Agency: Hope Street, Inc.

Project Name: Connect for Hope

Contract Year: 2021-2022

Target Audience: Parents and Professionals caring for and providing services to vulnerable children who have experienced trauma.

Goal: Demonstrate significant improvements in knowledge, attitudes, and practices related to trauma informed care and Trust-Based Relational Interventions and to increase support for program and organizational Trauma-Informed Care and Trust-Based Relational Intervention implementation, while facilitating system cohesion to increase long-term sustainability of healing centered care.

Background: Hope Street will provide trauma-informed, healing centered training, coaching, and implementation consultation for professionals who care for children who have experienced childhood trauma utilizing the Trust-Based Relational Intervention (TBRI) model, an evidence-based, trauma- informed intervention and systems approach.
Sessions will be developed based on community and partner site needs. Priority will be given to community sites who serve children, teens, and families who have experienced acute and complex trauma with risk factors including racial stress and trauma, abuse, neglect, in utero exposure to stress or substances, early hospitalization, violence, loss, as well as other Adverse Childhood Experiences.

Implementation Plan, Costs & Deliverables:

August 2021 Pre-Planning and Initial Implementation: $14,000

- Sign new contract with KHA
- Development of CEU paperwork: Instructional Methods, Minute by Minute, Participant Attendance Tracking, and Create Pre and Post Assessments.
- Develop Training Calendar
- Grant Management Planning and Execution
- Development of Training and Coaching Summaries, Objectives and Flyers for KHA Training Institute
- Review Hope Applications and conduct initial organizational consultation: Develop training goals, implementation plans, objectives, identify and consult on measurements and data mining, including consultative meetings with Klingberg Organization to set up ARTIC measurements for program evaluation.
- Development and implementation of monthly Adult focused nurture groups (coaching) for healing vicarious trauma in our frontline workers.

Deliverables:

- *Contract Execution with KHA: Signed Contract*
- *CEU Paperwork Artifacts, i.e. participant attendance spreadsheets and pre and post test scores.*
- *Hope Applications when submitted*
- *Training Calendar with Data reports*
- *Organizational Implementation Plans when applicable*
- *New and updated presentations, participant guide, and pre and post assessment when applicable*
- *Adult focused nurture group outline*

2021	
August 1-August 31	$12000
September 1- September 30	$8000
October 1- October 31	$8000
November 1- November 30	$8000
December 1- December 31	$8000
2022	
January 1- January 31	$8000
February 1- February 28	$8000
March 1- March 31	$8000
April 1- April 30	$8000
May 1- May 31	$8000
June 1- June 30	$8000
July 1-July 31	$8000

Scope of Work: Monthly Activities

o Hope Street will open the Hope Organization application and process for organizations who are not KHA community partners, for these entities to receive Hope Street services.

o Hope Street will develop TBRI-based coaching and consultation modules based on community partner site needs.

o Hope Street will provide on site and virtual intensive trauma-informed training, coaching and consultation
services based on TBRI to community partner sites and other community agencies that service children and families. Services will be delivered virtually.

o Hope Street will offer the following services to Hope Organizations, services include, but are not limited to:

- Measurements and Research

Measure adult outcomes when working with identified Hope Organizations, when appropriate and when funding is available, using the following measures: ARTIC Scale, Adult Resilience Scale, SOF, and/or WAMI Scale. (Please see attached scale explanation).

Note: Measurement delivery will depend on receiving permission from partner organization and funding sources to pay for ARTIC.

- On-site and Virtual Reflective Coaching and Implementation Consultation

- Co-Design Pro-social, Asset-Driven Trauma Sensitive Culture and Environments
- Develop Professional Learning Communities (PLCs) within organizations
- Conduct Ecological and Physiological Analysis, if applicable
- Provide Consultation on developing
  Connected Spaces (Engagement and Nurture Groups)
  Empowered Spaces (Physiological and Ecological Supports)
  Pro-social Spaces (Proactive and Responsive Correction)
- Provide modeling and scaffolded support of skills, including but not limited to:
  Nurture Groups (meetings that teach emotional regulation and reinforce pro-social skills while building connection and community)
- Perform TBRI Implementation Observation/Feedback Cycles
  - Reflective activities, including problem solving, case reviews, identifying areas of need, evaluating progress, and identifying next steps.

o Provide Open Forum and Topical Trainings: These sessions extend the learning and support context-specific, real-time needs.

Available via KHA Training Institute, prerequisite includes, must have previously attended a 2, 4, 8, or 18-hour TBRI Training by Hope Street.

1. **Virtual and In Person TBRI Coaching_Topical Training**

A. Brief Review of Specific Principle/Strategies or Concept
B. Application in Context
C. Trouble-shooting Implementation
D. Foster a local network of trauma-informed specialized support, resources, and peer mentoring

e.g. TBRI Coaching_Trauma Informed Case Conceptualization and Treatment Planning or TBRI Coaching_Effective Implementation of the IDEAL Response

Available via KHA Training Institute, prerequisite includes, must have previously attended a 2, 4, 8, or 18-hour TBRI Training by Hope Street.

2. **Virtual and In Person TBRI Coaching_Open Forum**

Building a Trauma Informed Jacksonville
Proposed by Hope Street, Inc. Scope of Work
August 1, 2021 – July 31, 2022

Agency: Hope Street, Inc.

Project Name: Building a Trauma Informed Jacksonville

Contract Year: 2021-2022

Funding Amount: $100,000

Target Audience: Community Members and Professionals providing care and services to vulnerable children and families who have experienced trauma.

Action Plan to Build a Trauma Informed Jacksonville (BTIJ). Hope Street will continue the momentum generated over the past 3 years of systems work and leverage partnerships to broaden reach to the community and providers. In partnership with KHA, we will continue providing free trauma informed education to providers while also seeking out a variety of trauma informed techniques and approaches to "Build a Trauma Informed Jacksonville". Dr. Wendy Ellis, of the Center for Community Resilience, describes the basis for a trauma informed community as one that "aligns resources, programs and initiatives to address adverse childhood experiences and adverse community environments". We nominate our Executive Director/Founder, Callie Lackey as our candidate for the Servant Leader (resume included in the appendix.) The Servant Leader (SL) will work with members of the collaborative to ensure each organization evaluates their policies and procedures to ensure that the infrastructure throughout the community is rebuilt and restructured to better support and promote resilience for those seeking the services offered.

The SL will complete the work in six overlapping phases, with ongoing responsibilities and will guide the community through a series of collaborative expansive learning cycles that aim to create trauma-informed communities of resilience with **interconnected systems, authentic community engagement, and inclusivity at the decision-making table.** This unique learning model focuses on change through the lens of a relational mindset which is human-centered and trauma-informed vs. an industrial mindset which is an efficient, task-based approach that is not trauma-informed and risks re-traumatizing children and families. This paradigm shift will be a significant focus of BTIJ. The Expansive Learning Cycles explore needs and contradictions to drive change and development leading to the construction of inclusive, innovative solutions. This process repeats itself as new contradictions arise, creating endless possibilities for new models and/or practices of trauma informed care (Engeström, 2001).

Objectives, activities, and deliverables for each of the phases are described in detail below:

- Ongoing: Serve as Primary point of contact for Key Stakeholders, coordinate

and supervise daily operations of the collaborative and monitor attainment of objectives

- Meetings will be held virtually, at KHA and other community partner sites.
- Timeline is approximate and will mediate depending on needs of those served.

Phase 1: Recruit Champions and Formalize Collaborative Infrastructure (Months 1-2)

Objective	Activities	Deliverables
Build governance body to advance and support the work. Includes: • Servant leader • Leadership team • Steering committee (SC) representative of community	• Develop criteria for Leadership Team and SC • Recruit applicants in conjunction with current Community Standards Workgroup • Review applicants (target size 15-25 members) • Finalize Leadership and SC • Launch SC (August 2021)	• Member lists for SC • Defined roles and responsibilities of Leadership Team and SC • Materials and facilitation for first SC Meeting

Phase 2: Implement Assessment of Community Assets and Needs (Months 3-4)

Objective	Activities	Deliverables
Initiate Expansive Learning cycles to understand current state of trauma informed care in Jacksonville and identify strategic priorities for further implementation	• Review Trauma Informed Work report by Kirsten Freitag Murray • Initiate Expansive learning cycles steps (ongoing cycle throughout 2 year program) initiated with 4 questions: Who are subjects of learning?; Why do they learn?; What do they learn?; How do they learn • SL duties o Facilitate collaborative conversations. o Administer and review needs assessment surveys and define needs. o Build consensus by exploring contradictions and working toward innovative solutions	• Analysis report to serve as foundation for Logic Model. • Identify 4-6 initial areas of focus based on data gathered

Phase 3: Identify Workgroups and assign projects based on community needs assessment (Months 4-6)

Objective	Activities	Deliverables
SL will facilitate formation of workgroup topics and member assignments. Workgroup members will champion Trauma informed community work and ultimately oversee implementation of project.	• Identify workgroups, assign members, and elect Chairs. • Use Questioning and Analysis steps of expansive learning to narrow needs to 4-6 areas of focus. • Form groups based on interest and level of expertise while ensuring wide range of diversity, inclusivity, and equitability of community. • Establish common measures, determine measurement outcomes, and project parameters. • Develop Logic Model with SC process during first half of YR 1	• Short list of 4-6 initial areas of focus • Workgroup member list with identified chairs and meeting schedules • Workgroup focused on messaging, social media, and website presence. • Workshop goals and list of assigned projects based on community needs assessment. • Initial logic model • Finalized list of shared measures (Adult/Child)

Phase 4: Implementation of Learning Communities and Messaging (Months 7-12)

Objective	Activities	Deliverables
Initiate and nurture professional and neighborhood learning communities	**Professional learning communities** • Workgroup focused on messaging, social media, and website. • Host and expand monthly interagency collaboration meetings (Champions)	**Professional** • Build and maintain director of partners willing to collaborate. • BTIJ Website, FB Group and group formed marketing plan.

to expand trauma informed services and practices to historically underserved populations Focus on inclusivity, equity and accessibility	**Neighborhood Learning Communities (SL/Leadership Team/SC)** • Develop short list of neighborhoods for possible implementation. • Design process to identify neighborhood for implementation including criteria to guide decision making. • Meet to determine priority neighborhood(s) as pilot program. • After neighborhood selection-build inclusive leadership and membership within collaborative to span sectors and populations • Establish neighborhood specific workgroups to form strategic plans for launching trauma informed education initiatives community wide.	• Meeting attendance logs, recordings, presentations, and resources **Neighborhood** • Neighborhood Community based Learning Community Selection Criteria and list of possibilities to be voted on. • Short list of neighborhoods and criteria to guide decision making process. • Materials and facilitation of neighborhood meeting(s)

Phase 5: Launch Trauma informed education initiative: trainings/coaching/consultation (Months 7-12)

Objective	Activities	Deliverables

• Foster awareness and create trauma informed culture of awareness, knowledge, care, safety and connection in community and provider agencies.
• Prevent and reduce ACEs and trauma by delivering trauma responsive interventions through systematically integrated networks of prevention,
	• Exploration - collaborative addresses organizational readiness, ability to meet organization's needs, and introduce and inform about frameworks of change.
	• Immersion - collaborative co-creates with the community a culture of trauma-informed care and service. This occurs at 3 layers:
	  • Current understanding (individual performance)
	  • Scaffolding-seeing need, having tools to meet need.
	  • Future development-consolidating and generalizing new practice into other systems of care.
	  • Extension - collaborative sustains culture of trauma informed care and serve and extends to other programs, organizations, or systems.
		• Attendance logs and workshop assessments to track fidelity
		• Workshop measures of learning report
		• Qualitative feedback from training surveys
		• Consultation logs and fidelity checklists

intervention and treatment services	o Creating BTIJ Toolkit that shares resources and research around best practices as core work. o Monitoring of outcomes-Benchmark, Progress monitoring, Assessments, Quarterly feedback	

2021	
August 1-August 31	$12000
September 1- September 30	$8000
October 1- October 31	$8000
November 1- November 30	$8000
December 1- December 31	$8000
2022	
January 1- January 31	$8000
February 1- February 28	$8000
March 1- March 31	$8000
April 1- April 30	$8000
May 1- May 31	$8000
June 1- June 30	$8000
July 1-July 31	$8000

A. Participants share What's Going Well, What's Tricky, and What's their Greatest Need regarding support of TBRI Implementation
B. TBRI Facilitators offer Feedback and engage Interactive Experiences to support participant learning and provide skills practice
C. Trouble-shooting Implementation
D. Foster a local network of trauma-informed specialized support, resources, and peer mentoring
H. Conduct Implementation Trouble-shooting sessions
I. Implement Fidelity Measures, conducts data analysis, and Generates Outcome Reports
J. Provide Consultation on Strategic Implementation and Trauma-Informed Policy, Practices and Procedures
K. Foster a local network of trauma-informed specialized support, resources, and peer mentoring

o Hope Street will facilitate meetings, including Champion Meetings to create an ACTIVE, ACCOUNTABLE, COLLABORATIVE, and COHESIVE NETWORK of trauma- responsive organizations with a common trauma-responsive lens, language, and framework between systems to ensure a continuity of care.
o Hope Street will provide on-going data reporting to KHA based on selected pre and post workshop assessments that assess trauma informed care and TBRI Knowledge, as well as organizational measures, as permitted by the participating organizations.
o Hope Street will purchase training program supplies when necessary.
o Hope Street will develop TBRI-based coaching and consultation modules based on community partner site needs.
o If not at capacity, Hope Street will continue to accept application for Hope Organizations.
o Hope Street will provide on-going and end of grant data reporting to KHA based on selected pre and post workshop assessments that assess trauma informed care and TBRI Knowledge, as well as organizational measures, as permitted by the participating organizations.

3. Virtual and In Person Adult Focused Nurture Groups

A. Our front line workers are at high risk for experiencing vicarious trauma and burnout. These groups will focus on allowing space to process and engage in caregiver mindfulness.

Monthly Deliverables:

- *CEU Paperwork Artifacts, i.e. participant attendance spreadsheets, pre and post test scores, data reports.*
- *Completed Hope Applications if new organizations are onboarded*
- *Updated Training Calendars*
- *Organizational Consultation: Implementation plans for Hope Organizations and KHA Contracted Partners, if applicable.*
- *When applicable, new presentations, participant guides, and pre and post tests for training/coaching/consultation sessions*

TOTAL COST: $100,000.00

Hope Street, Inc.

Kids Hope Alliance Funding Application: Program Budget

KIDS HOPE ALLIANCE
The Jacksonville Partnership for Children, Youth & Families

Program Budget

Fiscal Year 21 - 22

Name of Agency: Hope Street, Inc.

Program Title: Connect For Hope & Building a Trauma Informed Jacksonville

Effective Date: 8/1/21

Reimbursement Period	Amount	Monthly Deliverables	Minimum Cumulative Level of Service
8/1/21 - 8/30/21	$24,000.00	**CONNECT FOR HOPE DELIVERABLES** Contract Execution with KHA: Signed Contract CEU Paperwork Artifacts, i.e. participant attendance spreadsheets and pre and post test scores. Hope Applications when submitted Training Ca'endar with Data reports Organizational Implementation Plans when applicable New and updated presentations, participant guide, and pre and post assessment when applicable Adult focused nurture group outline **BTJ DELIVERABLES** Member lists for Steering Committee Defined roles and responsibilities of Leadership Team and Steering Committee Materials and facilitation for first Steering Committee Meeting Analysis report to serve as foundation for Logic Model. Identify 4-6 initial areas of focus based on data gathered Short list of 4-6 initial areas of focus Workgroup member list with identified chairs and meeting schedules Workgroup focused on messaging, social media, and website presence. Workshop goals and list of assigned projects based on community needs assessment. Initial logic model Finalized list of shared measures (Adult/Child) Meeting attendance logs, recordings, presentations, and resources. Neighborhood Community based Learning Community Selection Criteria and list of possibilities to be voted on. Short list of neighborhoods and criteria to guide decision making process. Materials and facilitation of neighborhood meeting(s). Attendance logs and workshop assessments to track fidelity. Workshop measures of learning report Qualitative feedback from training surveys Consultation logs and fidelity checklists	Minimum of 20 cumulative hours of educational opportunities since contract start date, be it training or coaching, documented via SAMIS for Connect for Hope grant terms.

9/1/21 - 9/30/21	$16,000.00	**CONNECT FOR HOPE DELIVERABLES** CEU Paperwork Artifacts, i.e. participant attendance spreadsheets and pre and post test scores. Hope Applications when submitted Training Calendar with Data reports Organizational Implementation Plans when applicable New and updated presentations, participant guide, and pre and post assessment when applicable Adult focused nurture group outline **BTIJ DELIVERABLES** Defined roles and responsibilities of Leadership Team and Steering Committee Materials and facilitation for first Steering Committee Meeting Workgroup member list with identified chairs and meeting schedules Workgroup focused on messaging, social media, and website presence. Workshop goals and list of assigned projects based on community needs assessment. Initial logic model Finalized list of shared measures (Adult/Child) Meeting attendance logs, recordings, presentations Neighborhood Community based Learning Community Selection Criteria and list of possibilities to Short list of neighborhoods and criteria to guide decision making process. Materials and facilitation of neighborhood meeting(s). Workshop measures of learning report Qualitative feedback from training surveys Consultation logs and fidelity checklists	Minimum of 40 cumulative hours of educational opportunities since contract start date, be it training or coaching, documented via SAMIS or Connect for Hope grant terms.
10/1/21 - 10/31/21	$16,000.00	**CONNECT FOR HOPE DELIVERABLES** Contract Execution with KHA: Signed Contract CEU Paperwork Artifacts, i.e. participant attendance spreadsheets and pre and post test scores. Hope Applications when submitted Training Calendar with Data reports Organizational Implementation Plans when applicable New and updated presentations, participant guide, and pre and post assessment when applicable Adult focused nurture group outline **BTIJ DELIVERABLES** Member lists for Steering Committee Defined roles and responsibilities of Leadership Team and Steering Committee Materials and facilitation for first Steering Committee Meeting Analysis report to serve as foundation for Logic Model. Identify 4-6 initial areas of focus based on data gathered Short list of 4-6 initial areas of focus Workgroup member list with identified chairs and meeting schedules Workgroup focused on messaging, social media, and website presence. Workshop goals and list of assigned projects based on community needs assessment. Initial logic model Finalized list of shared measures (Adult/Child) Meeting attendance logs, recordings, presentations, and resources. Neighborhood Community based Learning Community Selection Criteria and list of possibilities to be voted on. Short list of neighborhoods and criteria to guide decision making process. Materials and facilitation of neighborhood meeting(s). Attendance logs and workshop assessments to track fidelity. Workshop measures of learning report Qualitative feedback from training surveys Consultation logs and fidelity checklists	Minimum of 60 cumulative hours of educational opportunities since contract start date, be it training or coaching, documented via SAMIS for Connect for Hope grant terms.

11/1/21 - 11/30/21	$16,000.00	**CONNECT FOR HOPE DELIVERABLES** Contract Execution with KHA: Signed Contract CEU Paperwork Artifacts, i.e. participant attendance spreadsheets and pre and post test scores. Hope Applications when submitted Training Calendar with Data reports Organizational Implementation Plans when applicable New and updated presentations, participant guide, and pre and post assessment when applicable Adult focused nurture group outline **BTIJ DELIVERABLES** Member lists for Steering Committee Defined roles and responsibilities of Leadership Team and Steering Committee Materials and facilitation for first Steering Committee Meeting Analysis report to serve as foundation for Logic Model. Identify 4-6 initial areas of focus based on data gathered Short list of 4-6 initial areas of focus Workgroup member list with identified chairs and meeting schedules Workgroup focused on messaging, social media, and website presence. Workshop goals and list of assigned projects based on community needs assessment. Initial logic model Finalized list of shared measures (Adult/Child) Meeting attendance logs, recordings, presentations, and resources. Neighborhood Community based Learning Community Selection Criteria and list of possibilities to be voted on. Short list of neighborhoods and criteria to guide decision making process. Materials and facilitation of neighborhood meeting(s). Attendance logs and workshop assessments to track fidelity. Workshop measures of learning report Qualitative feedback from training surveys Consultation logs and fidelity checklists	Minimum of 80 cumulative hours of educational opportunities since contract start date, be it training or coaching, documented via SAMIS for Connect for Hope grant terms.

12/1/21 - 12/31/21	$16,000.00	**CONNECT FOR HOPE DELIVERABLES** Contract Execution with KHA: Signed Contract CEU Paperwork Artifacts, i.e. participant attendance spreadsheets and pre and post test scores. Hope Applications when submitted Training Calendar with Data reports Organizational Implementation Plans when applicable New and updated presentations, participant guide, and pre and post assessment when applicable Adult focused nurture group outline **BTIJ DELIVERABLES** Member lists for Steering Committee Defined roles and responsibilities of Leadership Team and Steering Committee Materials and facilitation for first Steering Committee Meeting Analysis report to serve as foundation for Logic Model. Identify 4-6 initial areas of focus based on data gathered Short list of 4-6 initial areas of focus Workgroup member list with identified chairs and meeting schedules Workgroup focused on messaging, social media, and website presence. Workshop goals and list of assigned projects based on community needs assessment. Initial logic model Finalized list of shared measures (Adult/Child) Meeting attendance logs, recordings, presentations, and resources. Neighborhood Community based Learning Community Selection Criteria and list of possibilities to be voted on. Short list of neighborhoods and criteria to guide decision making process. Materials and facilitation of neighborhood meeting(s). Attendance logs and workshop assessments to track fidelity. Workshop measures of learning report Qualitative feedback from training surveys Consultation logs and fidelity checklists	Minimum of 100 cumulative hours of educational opportunities since contract start date, be it training or coaching, documented via SAMIS for Connect for Hope grant terms.

1/1/22 - 1/31/22	$16,000.00	**CONNECT FOR HOPE DELIVERABLES** Contract Execution with KHA: Signed Contract CEU Paperwork Artifacts, i.e. participant attendance spreadsheets and pre and post test scores. Hope Applications when submitted Training Calendar with Data reports Organizational Implementation Plans when applicable New and updated presentations, participant guide, and pre and post assessment when applicable Adult focused nurture group outline **BTIJ DELIVERABLES** Member lists for Steering Committee Defined roles and responsibilities of Leadership Team and Steering Committee Materials and facilitation for first Steering Committee Meeting Analysis report to serve as foundation for Logic Model. Identify 4-6 initial areas of focus based on data gathered Short list of 4-6 initial areas of focus Workgroup member list with identified chairs and meeting schedules Workgroup focused on messaging, social media, and website presence. Workshop goals and list of assigned projects based on community needs assessment. Initial logic model Finalized list of shared measures (Adult/Child) Meeting attendance logs, recordings, presentations, and resources. Neighborhood Community based Learning Community Selection Criteria and list of possibilities to be voted on. Short list of neighborhoods and criteria to guide decision making process. Materials and facilitation of neighborhood meeting(s). Attendance logs and workshop assessments to track fidelity. Workshop measures of learning report Qualitative feedback from training surveys Consultation logs and fidelity checklists	Minimum of 120 cumulative hours of educational opportunities since contract start date, be it training or coaching, documented via SAMIS for Connect for Hope grant terms.

2/1/22 - 2/28/22	$16,000.00	**CONNECT FOR HOPE DELIVERABLES** Contract Execution with KHA: Signed Contract CEU Paperwork Artifacts, i.e. participant attendance spreadsheets and pre and post test scores. Hope Applications when submitted Training Calendar with Data reports Organizational Implementation Plans when applicable New and updated presentations, participant guide, and pre and post assessment when applicable Adult focused nurture group outline **BTIJ DELIVERABLES** Member lists for Steering Committee Defined roles and responsibilities of Leadership Team and Steering Committee Materials and facilitation for first Steering Committee Meeting Analysis report to serve as foundation for Logic Model. Identify 4-6 initial areas of focus based on data gathered Short list of 4-6 initial areas of focus Workgroup member list with identified chairs and meeting schedules Workgroup focused on messaging, social media, and website presence. Workshop goals and list of assigned projects based on community needs assessment. Initial logic model Finalized list of shared measures (Adult/Child) Meeting attendance logs, recordings, presentations, and resources. Neighborhood Community based Learning Community Selection Criteria and list of possibilities to be voted on. Short list of neighborhoods and criteria to guide decision making process. Materials and facilitation of neighborhood meeting(s). Attendance logs and workshop assessments to track fidelity. Workshop measures of learning report Qualitative feedback from training surveys Consultation logs and fidelity checklists	Minimum of 140 cumulative hours of educational opportunities since contract start date, be it training or coaching, documented via SAMIS for Connect for Hope grant terms.

3/1/22 - 3/31/22	$16,000.00	**CONNECT FOR HOPE DELIVERABLES** Contract Execution with KHA: Signed Contract CEU Paperwork Artifacts, i.e. participant attendance spreadsheets and pre and post test scores. Hope Applications when submitted Training Calendar with Data reports Organizational Implementation Plans when applicable New and updated presentations, participant guide, and pre and post assessment when applicable Adult focused nurture group outline **BTIJ DELIVERABLES** Member lists for Steering Committee Defined roles and responsibilities of Leadership Team and Steering Committee Materials and facilitation for first Steering Committee Meeting Analysis report to serve as foundation for Logic Model. Identify 4-6 initial areas of focus based on data gathered Short list of 4-6 initial areas of focus Workgroup member list with identified chairs and meeting schedules Workgroup focused on messaging, social media, and website presence. Workshop goals and list of assigned projects based on community needs assessment. Initial logic model Finalized list of shared measures (Adult/Child) Meeting attendance logs, recordings, presentations, and resources. Neighborhood Community based Learning Community Selection Criteria and list of possibilities to be voted on. Short list of neighborhoods and criteria to guide decision making process. Materials and facilitation of neighborhood meeting(s). Attendance logs and workshop assessments to track fidelity.	Minimum of 160 cumulative hours of educational opportunities since contract start date, be it training or coaching, documented via SAMIS for Connect for Hope grant terms.

4/1/22 - 4/30/22	$16,000.00	**CONNECT FOR HOPE DELIVERABLES** Contract Execution with KHA: Signed Contract CEU Paperwork Artifacts, i.e. participant attendance spreadsheets and pre and post test scores. Hope Applications when submitted Training Calendar with Data reports Organizational Implementation Plans when applicable New and updated presentations, participant guide, and pre and post assessment when applicable Adult focused nurture group outline **BTIJ DELIVERABLES** Member lists for Steering Committee Defined roles and responsibilities of Leadership Team and Steering Committee Materials and facilitation for first Steering Committee Meeting Analysis report to serve as foundation for Logic Model. Identify 4-6 initial areas of focus based on data gathered Short list of 4-6 initial areas of focus Workgroup member list with identified chairs and meeting schedules Workgroup focused on messaging, social media, and website presence. Workshop goals and list of assigned projects based on community needs assessment. Initial logic model Finalized list of shared measures (Adult/Child) Meeting attendance logs, recordings, presentations, and resources. Neighborhood Community based Learning Community Selection Criteria and list of possibilities to be voted on. Short list of neighborhoods and criteria to guide decision making process. Materials and facilitation of neighborhood meeting(s). Attendance logs and workshop assessments to track fidelity. Workshop measures of learning report Qualitative feedback from training surveys Consultation logs and fidelity checklists	Minimum of 180 cumulative hours of educational opportunities since contract start date, be it training or coaching, documented via SAMIS for Connect for Hope grant terms.

5/1/22 - 5/31/22	$16,000.00	**CONNECT FOR HOPE DELIVERABLES** Contract Execution with KHA: Signed Contract CEU Paperwork Artifacts, i.e. participant attendance spreadsheets and pre and post test scores. Hope Applications when submitted Training Calendar with Data reports Organizational Implementation Plans when applicable New and updated presentations, participant guide, and pre and post assessment when applicable Adult focused nurture group outline **BTIJ DELIVERABLES** Member lists for Steering Committee Defined roles and responsibilities of Leadership Team and Steering Committee Materials and facilitation for first Steering Committee Meeting Analysis report to serve as foundation for Logic Model. Identify 4-6 initial areas of focus based on data gathered Short list of 4-6 initial areas of focus Workgroup member list with identified chairs and meeting schedules Workgroup focused on messaging, social media, and website presence. Workshop goals and list of assigned projects based on community needs assessment. Initial logic model Finalized list of shared measures (Adult/Child) Meeting attendance logs, recordings, presentations, and resources. Neighborhood Community based Learning Community Selection Criteria and list of possibilities to be voted on. Short list of neighborhoods and criteria to guide decision making process. Materials and facilitation of neighborhood meeting(s). Attendance logs and workshop assessments to track fidelity. Workshop measures of learning report Qualitative feedback from training surveys Consultation logs and fidelity checklists	Minimum of 200 cumulative hours of educational opportunities since contract start date, be it training or coaching, documented via SAMIS for Connect for Hope grant terms.

6/1/22 - 6/30/22	$16,000.00	**CONNECT FOR HOPE DELIVERABLES** Contract Execution with KHA: Signed Contract CEU Paperwork Artifacts, i.e. participant attendance spreadsheets and pre and post test scores. Hope Applications when submitted Training Calendar with Data reports Organizational Implementation Plans when applicable New and updated presentations, participant guide, and pre and post assessment when applicable Adult focused nurture group outline **BTIJ DELIVERABLES** Member lists for Steering Committee Defined roles and responsibilities of Leadership Team and Steering Committee Materials and facilitation for first Steering Committee Meeting Analysis report to serve as foundation for Logic Model. Identify 4-6 initial areas of focus based on data gathered Short list of 4-6 initial areas of focus Workgroup member list with identified chairs and meeting schedules Workgroup focused on messaging, social media, and website presence. Workshop goals and list of assigned projects based on community needs assessment. Initial logic model Finalized list of shared measures (Adult/Child) Meeting attendance logs, recordings, presentations, and resources. Neighborhood Community based Learning Community Selection Criteria and list of possibilities to be voted on. Short list of neighborhoods and criteria to guide decision making process. Materials and facilitation of neighborhood meeting(s). Attendance logs and workshop assessments to track fidelity. Workshop measures of learning report Qualitative feedback from training surveys Consultation logs and fidelity checklists	Minimum of 220 cumulative hours of educational opportunities since contract start date, be it training or coaching, documented via SAMIS for Connect for Hope grant terms.

7/1/22 - 7/31/22	$16,000.00	**CONNECT FOR HOPE DELIVERABLES** Contract Execution with KHA: Signed Contract CEU Paperwork Artifacts, i.e. participant attendance spreadsheets and pre and post test scores. Hope Applications when submitted Training Calendar with Data reports Organizational Implementation Plans when applicable New and updated presentations, participant guide, and pre and post assessment when applicable Adult focused nurture group outline **BTIJ DELIVERABLES** Member lists for Steering Committee Defined roles and responsibilities of Leadership Team and Steering Committee Materials and facilitation for first Steering Committee Meeting Analysis report to serve as foundation for Logic Model. Identify 4-6 initial areas of focus based on data gathered Short list of 4-6 initial areas of focus Workgroup member list with identified chairs and meeting schedules Workgroup focused on messaging, social media, and website presence. Workshop goals and list of assigned projects based on community needs assessment. Initial logic model Finalized list of shared measures (Adult/Child) Meeting attendance logs, recordings, presentations, and resources. Neighborhood Community based Learning Community Selection Criteria and list of possibilities to be voted on. Short list of neighborhoods and criteria to guide decision making process. Materials and facilitation of neighborhood meeting(s). Attendance logs and workshop assessments to track fidelity. Workshop measures of learning report Qualitative feedback from training surveys Consultation logs and fidelity checklists	Minimum of 240 cumulative hours of educational opportunities since contract start date, be it training or coaching, documented via SAMIS for Connect for Hope grant terms
Grand Total	**$200,000.00**		

SUBJECT: Trauma Training

BID #: ESC-0549-19

OPEN DATE: 7/24/2019

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – Date of executed contract through September 30, 2020 with two (2) one (1) year renewal options

AGENCY: Kids Hope Alliance

BASIS OF AWARD: Highest Scoring Bidder Based on Evaluation Criteria

NUMBER OF BIDS INVITED: 12 **NUMBER RECEIVED:** 2 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to ratify the period of service from October 1, 2020 to date of executed contract.
Recommend approval to utilize the first of two (2) renewal options with Hope Street, Inc. to continue providing trauma training to KHA staff and community partners. Period of service is from date of executed contract through July 30, 2021. Total revised estimated annual expenditure amount is $83,333.00, for a total expenditure amount not to exceed $183,333.00.

Funding Source: 10901.181001.582001.000000.00000459.00000.0000000 - To be executed by formal contract amendment through the Office of General Counsel

Attachments: Recommendation Memo, Vendor Letter and Previous Award(s)

ANALYST: _____ Annette Burney

RESPECTFULLY SUBMITTED _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Joyce Watson, Director of Administration, Kids Hope Alliance

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING 0 DATE 10/15/2020

OTHER _____

ACTION OF AWARDING AUTHORITY DATE 10/15/20

APPROVED ✓ BH DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

Brian Hughes
Chief Administrative Officer
For Mayor Lenny Curry
Under Authority of
Executive Order No. 2019-02

SUBJECT: Trauma Training

BID #: ESC-0549-19

OPEN DATE: 7/24/2019

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – Date of executed contract through September 30, 2020 with two (2) one (1) year renewal options

AGENCY: Kids Hope Alliance

BASIS OF AWARD: Highest Scoring Bidder Based on Evaluation Criteria

NUMBER OF BIDS INVITED: 12 NUMBER RECEIVED: 2 OTHER: 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Subject award was approved on 8/21/19 as an administrative award and is being increased in an amount that will cause the maximum indebtedness to exceed the informal threshold.

Recommend approval to increase the award with Hope Street, Inc. by $50,000.00 to continue providing trauma training to KHA staff and community partners through the period ending September 30, 2020. Total revised expenditure amount not to exceed $100,000.00.

Funding Source: 10901.181001.582001.000000.00000459.0000.0000000 - To be executed by formal contract amendment through the Office of General Counsel

Attachments: Recommendation Memo and Previous Award

ANALYST: Annette Burney

RESPECTFULLY SUBMITTED: for GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Michael Weinstein, Acting CEO, Kids Hope Alliance

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING 0 DATE: 5/7/20

OTHER:

Teresa R. Eibes
Charlie Reed
James R. McCain
[illegible]
[illegible]

ACTION OF AWARDING AUTHORITY DATE 5/12/20

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

ADMINISTRATIVE AWARD
BID No.: ESC-0549-19

DESCRIPTION OF GOODS/SERVICES:
Recommend approval to amend the period of service end date from September 30, 2019 to September 30, 2020 for the initial term of the agreement.

Recommend approval of award to the highest scoring responsive, responsible bidder, Hope Street, Inc., to provide trauma training to KHA staff and community partners. Period of service is from date of contract execution through September 30, 2020 with two (2) one (1) year renewal options. Total expenditure amount not to exceed $50,000.00.

Funding Source: JCOD191ESSN-08201 - To be executed by formal contract through the Office of General Counsel

FOR AGENCY/DEPARTMENT: Kids Hope Alliance

REQUISITION NUMBERS: N/A

NUMBER FIRMS SOLICITED: 12 **NUMBER FIRMS BIDDING:** 2

REASON FOR LESS THAN REQUIRED MINIMUM SOLICITATION/QUOTATION:

N/A

RECOMMEND AWARD TO: Hope Street, Inc.

CONCURRENCE BY: Joe Peppers, CEO, Kids Hope Alliance

PRICE: $50,000.00 **TERMS:** Net 30

REASON FOR NOT ACCEPTING LOW BID: N/A

Analyst

Mgr. of Purchasing Services

8-20-19
Date

8/20/19
Date

APPROVAL:

Gregory Pease, Chief, Procurement Division

8/21/19
Date

Rev 10/13/2011

KIDS HOPE ALLIANCE

Kids Hope Alliance Funding Application

Program Budget

Fiscal Year 20 - 21

Name of Agency: Hope Street, Inc.
Program Title: Connect For Hope
Effective Date: 10/1/20

Reimbursement Period	Amount	Monthly Deliverables	Minimum Cumulative Level of Service
10/1/20 - 10/31/20	$11,833.00	•Contract Execution with KHA: Signed Contract •CEU Paperwork Artifacts, i.e. participant attendance spreadsheets and pre and post test scores. •Hope Application Template •Training Calendar •Organizational Consultation: Implementation plan template •New 8-hour presentation, participant guide, and pre and post assessment	Minimum of 20 cumulative hours of educational opportunities since contract start date, be it training or coaching, documented via SAMIS
11/1/20 - 11/30/20	$8,000.00	•CEU Paperwork Artifacts, i.e. participant attendance spreadsheets, pre and post test scores, data reports. •Completed Hope Applications if new organizations are onboarded •Updated Training Calendars •Organizational Consultation: Implementation plans for Hope Organizations and KHA Contracted Partners, if applicable. •When applicable, new presentations, participant guides, and pre and post tests for training/coaching/consultation sessions	Minimum of 40 cumulative hours of educational opportunities since contract start date, be it training or coaching, documented via SAMIS