

February 28, 2024

**ADDENDUM #1
BOARD OF COUNTY COMMISSIONERS
ORANGE COUNTY, FLORIDA**

CITIZENS' REVIEW PANEL (CRP) FUND DISTRIBUTION PROCESS- SPRING 2024

This Addendum is hereby incorporated into the CRP Process Information Packet of the project referenced above. The following items are clarifications, corrections, additions, deletions, and/or revisions to and shall take precedence over the original documents. Additions are indicated by **underlining** and deletions via ~~strikethrough~~.

- A.** The Scope of Services, Supportive Counseling for At Risk Youth (TCRP) – is deleted and replaced in its entirety by Scope of Services, Supportive Counseling for At Risk Youth (TCRP) Revised.

**PER ADDENDUM #1, THIS SCOPE HAS BEEN DELETED AND REPLACED IN ITS ENTIRETY
WITH THE SCOPE ON PAGE 142A**

Supportive Counseling for At Risk Youth (TCRP)

Funding Objectives	# of Awards	Maximum Funding Per Proposal
Supportive Counseling for At Risk Youth	1	\$75,000.00

Description of Services:

~~Orange County Government is seeking qualified nonprofit agencies to provide year-round programming within Orange County, FL. The goal of the Supportive Counseling for Children and their Families with Special Needs—Orange County program is to provide supportive counseling services for children with developmental disabilities/delays, their siblings, and their parents/guardians to gain coping skills to improve and increase healthy parenting and family functioning. The program shall provide comprehensive counseling to children with developmental disabilities/delays, their siblings and their parents/guardians. The program should include evidenced-based services that meet the needs of each client to achieve the Supportive Counseling for Children and their Families with Special Needs—Orange County (TCRP) program goals.~~

Program Model:

~~The Supportive Counseling for Children and their Families with Special Needs—Orange County (TCRP) service models shall be trauma informed, age and developmentally appropriate and designed for the unique experiences and needs of the participants. The program shall include the provision of the following services directly:~~

- ~~• Provide training in social skill development for children with developmental disability/delays and their families in group settings. Provide services in a structured manner that engages youth and encourage positive social interactions.~~
- ~~• Provide appropriate training and consultation to families, as needed, to include, but not be limited to parenting classes and coaching on positive discipline methods, in order to improve family coping strategies and foster positive relationships. Provide programming to encourage leadership and social responsibility in youth.~~
- ~~• Assist families with information about their child’s diagnosis and condition and identify strategies for the coordination of education, medical, social service, and community service providers.~~
- ~~• Collaborate with other health and human services agencies to increase client, family, and community awareness of benefits and services and develop working relationships with connected agencies or individuals in order to maintain continuum of services to y~~
- ~~• Utilize techniques that promote a culture of safety, empowerment, and healing (i.e., Mental Health First Aid).~~

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- ~~Implement evidence-based practices supported by research and evaluation or other innovative approaches with strong outcomes and evaluation plans.~~

Eligibility Minimum Requirements and Agency Responsibilities:

- ~~The Agency must begin providing direct program services within three (3) months of contract execution.~~
- ~~The Agency must be fiscally sound and capable of managing the proposed program.~~

Client Retention and Recruitment:

- ~~Agency is responsible for the recruitment and enrollment of program participants.~~
- ~~Collaborate with other health and human services agencies to increase awareness of benefits and services and develop working relationships with connected agencies or individuals in order to maintain a continuum of services for program participants.~~
- ~~Preference shall be given to all referrals received from Orange County's Citizens' Commission for Children funded programs (i.e. NCF).~~
- ~~Should a client require additional services, the recommendation and referral to such services should be initiated and effectuated by the Agency.~~

Personnel:

- ~~The Agency shall designate a Program Coordinator, with appropriate education/training, to supervise all operations of the program and serve as a liaison between the Agency and Orange County.~~
- ~~The Agency's direct program staff shall have, at minimum, an appropriate education in a field relating to the program. Appropriate training and experience in related fields may be accepted in lieu of education with the approval of Orange County.~~
- ~~The Agency's program staff shall attend Positive and Adverse Childhood Experiences (PACEs) training, and any other trainings required by Orange County.~~
- ~~The Agency's staff/volunteers, who will be part of the program, shall provide services in a manner that is sensitive to the backgrounds and cultures of program participants.~~
- ~~The Agency must have staff/volunteers who can competently communicate in the language(s) of participants (i.e., English, Spanish, Creole), or have ready access to translators.~~
- ~~The Agency must have the capacity to maintain staff/volunteers who are trained in the delivery of instruction to meet program objectives.~~
- ~~If applicable, staff travel expense reimbursements included in the proposed program budget shall not exceed the rate of \$.655 per mile, pursuant to Orange County policies and procedures.~~

Location:

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- ~~• The Agency may utilize a facility of choice located in Orange County.~~
- ~~• Prior to contract execution, the awarded Agency shall furnish facility agreement(s) which shall specify any facility use parameters and restrictions. Failure to execute a facility agreement may lead to termination of a contract.~~

Reporting and Monitoring:

- ~~• The Agency shall provide the County monthly and/or quarterly reports documenting service provision. The Agency will maintain complete and adequate documentation to support units of service reported and clients served.~~
- ~~• The Agency must be able to document and track clients' progress as a result of program services. Such progress or program impact shall be measured through performance measures and reported upon bi-annually.~~
- ~~• If applicable, the Agency must provide to the County a copy of all executed memorandums of understanding (MOU) and/or partnership agreements, detailing specific roles and responsibilities, with other organizations that will be instrumental in carrying out program services.~~
- ~~• Pursuant to Florida Statutes, as applicable, agencies are to comply with Level II Background Screening of staff and volunteers, to ensure the safety of all vulnerable children and adults.~~
- ~~• Pursuant to Florida Statutes, maintain staff to student ratios, where applicable.~~
- ~~• If applicable, pursuant to the Health Insurance Portability and Accountability Act (HIPAA) regulations, Agency staff/volunteers shall protect the rights and confidentiality of all program participants and their families.~~

Performance Measure – Focus Area(s):

~~The Agency shall provide quality services, with performance measures, as approved by Orange County. The focus area for this scope of service is as follows:~~

- ~~• Juvenile Prevention/ Diversion~~
- ~~• Mental and Physical Health~~

Unit of Service:

- ~~• The cost-effective unit of service shall be one (1) hour of program services per person, individual (one-on-one) or group.~~
- ~~• The Agency shall be required to provide and report on the specified number of contracted units of service during the contract year. (Total number of required units of service is based on available funding and unit rate, as approved by the County, during contract negotiations.)~~

~~Orange County reserves the right to modify days, locations and hours of service and other program requirements based on community needs.~~

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~~If there is a conflict, inconsistency, or omission between the Proposal and the relevant Scope of Services (or Program requirements), the requirements of the relevant Scope of Services (or Program requirements) take precedence to the Proposal and the Respondent will therefore be expected to meet all requirements, terms, and conditions in such Scope of Services.~~

Supportive Counseling for At Risk Youth (TCRP) - REVISED

Funding Objectives	# of Awards	Maximum Funding Per Proposal
Supportive Counseling for At- Risk Youth	1	\$75,000.00

Description of Services:

Orange County is seeking qualified nonprofit agencies to provide year-round Supportive Counseling for At-Risk Youth within Orange County, FL. The program is to provide supportive counseling services for at-risk youth and their families. The program shall include but not be limited to, persons who identify as LGBTQ+, at-risk of becoming a runaway or displaced youth, who is currently or has previously experienced bullying. The goal of the program is to promote positive behaviors, increase academic success, reduce involvement in delinquent or destructive behaviors, prevention, and reduction of delinquent recidivism.

Program Model:

The Supportive Counseling for At-Risk Youth service models shall be trauma informed, age and developmentally appropriate and designed for the unique experiences and needs of the participants. The program shall include the provision of the following services directly:

- Provide counseling services to individuals and groups, assisting them with mental health issues and behavior modification to overcome issues with family, suicide, stress management, problems with self-esteem, and issues associated with and mental and emotional health.
- This position will provide counseling services to multiple populations in a variety of settings, utilizing early prevention and intervention focus.
- Provide programming to encourage leadership and social responsibility.
- Perform psychosocial assessments through interviewing clients, family, and others, and reviewing records.
- Deliver ongoing comprehensive case management to participants to enable healthy functioning and strengthen resilience.
- Assist families with employing strategies for the provision of emotional support, acceptance, and positive affirmation of all members of the family unit.
- Assist participants with skills to make positive lifestyle and behavioral changes in order to build healthy relationships and achieve goals.
- Participate in a coordinated, community-level strategy to address issues among at-risk youth populations.
- Develop working relationships with connected agencies or individuals in order to maintain a continuum of services to youth and their families.

- Collaborate with other health and human services agencies to increase client, family, and community awareness of benefits and services.
- Utilize techniques that promote a culture of safety, empowerment, and healing (i.e., Mental Health First Aid).
- Implement evidence-based practices supported by research and evaluation or other innovative approaches with strong outcomes and evaluation plans.

Eligibility Minimum Requirements and Agency Responsibilities:

- The Agency must begin providing direct program services within three (3) months of contract execution.
- The Agency must be fiscally sound and capable of managing the proposed program.

Client Retention and Recruitment:

- Agency is responsible for the recruitment and enrollment of program participants.
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- If applicable, staff travel expense reimbursements included in the proposed program budget shall not exceed the rate of \$.655 per mile, pursuant to Orange County policies and procedures.

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- Pursuant to Florida Statutes, maintain staff to student ratios, where applicable.
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