

**REQUEST FOR LETTERS OF INTEREST (LOI)
STOP NOW AND PLAN (SNAP®)**

The Florida Network of Youth and Family Services, Inc. is soliciting a Letter of Interest (LOI) from potential applicants interested in providing SNAP® (Stop Now and Plan) services in the Volusia area. The request is to offer both SNAP® models: SNAP® Under 12 and SNAP® for Youth to youth and families involved in the dependency system.

SNAP® was developed by the Child Development Institute (CDI) from Toronto Canada in 1985. It is an evidence based, cognitive behavioral, family-focused model, that provides a framework for teaching children and their parents emotion regulation, self-control, and problem- solving skills. Please visit www.stopnowandplan.com for more information regarding SNAP® programing.

SNAP® Clinical is a gender specific program for youth ages 6-11 that **REQUIRES** caregivers and their youth to participate in a concurrent 13-week group cycle. You will need a minimum of four (4) facilitators to operate each week (two for the children’s group; one for the parent; and one for the sibling). In addition, you must make available sibling care for families who have children that are not participating in group. To deliver the Girls Group curriculum, the facilitators must be female. A light meal is provided to families each week.

SNAP® for Youth is a gender specific program for youth ages 12-17 that uses an interactive, technology and scenario-based platform that allows youth to safely engage with complex and challenging situations. Youth participate through thirteen (13) digitized manual sessions that contain thought-provoking scenarios to promote discussions around effective coping and problem-solving strategies. SNAP® for Youth is focused on increasing pro-social behaviors, school engagement, and/or reducing contact with the law by helping youth make the connection between their thoughts, feelings, and actions.

The total budget for both services will be \$281,083.00 and payment for services will occur monthly for one-twelfth of the contract amount for the year. Services we be provided to twenty-five (25) youth in SNAP® Clinical and twenty-five (25) youth in SNAP® for Youth and include:

| Deliverable/ Service Units | Unit (maximum) |
|--|---|
| Intake | One (1) per youth (Total of fifty (50) youth) |
| Ongoing Group Delivery | Thirteen (13) sessions per youth (Fifty (50) youth x thirteen (13) weeks each = six hundred and fifty (650) total sessions) |
| Weekly Fidelity Adherence Monitoring | Thirteen (13) sessions per youth (Fifty (50) youth x thirteen (13) weeks each = six hundred and fifty (650) total sessions) |
| Discharge and Aftercare Planning | One (1) per youth (Total of fifty (50) youth) |

Interested agencies will need to submit a capability statement describing their organization and their ability to operate and sustain the program. The Florida Network is looking for agencies that can describe their ability to perform the new services through the categories listed below:

Management Background - Experience – Structure

The Respondent shall describe the background and experience that demonstrates the ability of the organization to deliver SNAP® and provide the minimum services sought by the LOI. The Respondent shall provide a corporate organizational chart, identifying key corporate personnel/positions and their qualifications (resume or job description) that will have sufficient management and oversight of the proposed SNAP® program. The Respondent shall describe their internal quality improvement processes, internal resources, strengths, and skills to demonstrate the ability to deliver the services offered.

Management Competencies and Capabilities

The Respondent shall describe their organization's competencies (knowledge, skills, and abilities) that clearly support their proposed services for the program and the specific services required.

Programmatic Oversight, Quality Improvement

The Respondent shall describe the management design/structure that ensures provision of oversight and control of the SNAP® Program to obtain optimum service delivery. The Respondent shall describe their internal quality improvement process necessary to identify problems and improve service delivery, including frequency of monitoring reviews and the methods to be employed.

Organizational Approach, Philosophy and Vision for SNAP® Services

The Respondent shall describe their organization's approach and philosophy, including mission statement, core values, and vision to further the Florida Network's goal for youth receiving SNAP® services.

Overall Program Delivery

The Respondent shall describe their understanding and approach to the tasks listed that will ensure compliance with the minimum service requirements as set forth in the LOI. The Respondent shall describe their understanding of the needs of the target population. The Respondent shall describe the continuity of care from program admission to release for the youth and family. Specifically:

- Hire, train and sustain the appropriate number of full-time, part-time and volunteer staff needed to effectively operate the program. Staff are required to attend a 5-Day SNAP® Clinical Facilitator Training before groups can begin, as well as an additional 3-Day training for SNAP® for Youth facilitation.
- Provide adequate physical space available for weekly groups. A physical space must include at least three (3) individual rooms for the youth, parent/caregiver, and sibling groups.
- Provide transportation for families, if/when needed
- Relationship with local school district(s)
- Ability to recruit and serve a maximum of fifty (50) families
- Past three (3) years of program performance with similar funders. The respondent should provide copies of monitoring reports, evaluations from other funders, accreditation surveys, etc. to demonstrate past performance.
- Financial ability to manage adequate cash flow (as the services provided are reimbursed in arrears based on deliverables provided).

The Florida Network will take into consideration all letters of interest submitted. Please submit letters to the Florida Network Contracts@FloridaNetwork.org no later than, October 14, 2022. Please contact Megan Picinic at Megan@FloridaNetwork.org with any questions.