



Call For Proposals
Community Counseling Services - Osceola County
CINS/FINS Non-Residential Services

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The Florida Network of Youth and Family Services, Inc., on behalf of the Department of Juvenile Justice, invites qualified providers to partner with us in delivering non-residential, community-based counseling and case management services for Children and Families in Need of Services (CINS/FINS) pursuant to Chapter 984, Florida Statutes. These services play a critical role in Florida's prevention continuum by intervening early, strengthening families, and reducing the likelihood of deeper system involvement for youth.

This Call for Proposal (CFP) focuses on expanding meaningful access to Community Counseling services in Osceola County. The Florida Network welcomes proposals from local, non-traditional, non-residential delinquency prevention service providers. We are prioritizing approaches that strengthen school-based referral pathways, increase community-based service access points, and improve engagement with youth and families experiencing moderate to severe Adverse Childhood Experiences (ACEs) alongside limited protective factors. Services should be delivered in settings that are accessible, responsive, and reflective of the communities served.

If multiple proposals are submitted, responses will be independently reviewed and scored. Contract awards will be made to the respondent(s) receiving the highest score. The Florida Network reserves the right to request additional information as needed to clarify a proposal.

Stacy Gromatski, Ed. S.
President/CEO

1. **Required Documentation**

To be considered, each response must include:

- 1) A letter on agency letterhead, signed by the CEO or Executive Director, specifying:
 - County of service (Osceola County only)
 - Program physical address
- 2) Key contact name, phone, and email
- 3) Roster of current board of directors
- 4) For agencies who do not currently hold a contract with the Florida Network:
 - Most recent audited financial statement and Management Letter (if applicable)
- 5) Proof of 501(c)(3) not-for-profit status, unless the applicant is a unit of government
- 6) Documentation demonstrating agency performance operating similar programs over the past three years, which may include monitoring reports, accreditation reviews, compliance findings, and associated corrective action plans if applicable.
 - Agencies currently under contract with the Florida Network do not need to submit monitoring reports.
- 7) An attestation that the respondent is prepared to comply with the draft contract terms and Florida Network Policies and Procedures.
- 8) Letters of Support from referral sources including school partnerships, community providers and other government agencies.
- 9) A detailed narrative response addressing all requirements outlined in this call for proposal.
 - No more than 30 pages in length, not including attachments.
 - No font preference, but the response must be legible to the reviewer.
- 10) A completed line-item budget using Attachment 1.
 - A line-item budget using the template provided (see attached), outlining the cost of the services provided. The resulting contracts will be deliverable based, paid in arrears for units of service provided each month. The current rate for these services is:
 - Community Counseling Rate: \$2,010.79 per intake. This deliverable is paid only one time, for the duration of the case.

Incomplete submissions may be deemed non-responsive and may not be considered for contract award.

2. Deadline and Delivery

- Deadline: 4:00 P.M. EST, April 10, 2026
- Email Delivery Address: Contracts@Floridanetwork.org

Submit written questions to contracts@floridanetwork.org by 4:00 P.M. EST, February 24, 2026. Responses will be posted on www.floridanetwork.org by 5:00 P.M. EST, March 2, 2026.

When you partner with the Florida Network, you operate within a statewide system of care grounded in prevention, accountability, and family-centered practice. All contracted providers are expected to operate under terms consistent with the Department of Juvenile Justice - Florida Network contract and should be prepared to:

- Align annually with legislative appropriations and participate in fiscal audits and property inventories;
- Participate in quality improvement and monitoring activities conducted by the Florida Network Contract Monitoring team;
- Comply with Department of Juvenile Justice and Florida Network policies related to program operations, data collection, and reporting;
- Commit to the full contract period from July 1, 2026, through June 30, 2030.

These standards support a transparent and accountable system of care that emphasizes safety, service quality, and meaningful outcomes for youth and families.

The Florida Network is seeking providers who move beyond minimum compliance; organizations that value advocacy, family integrity, youth voice, and community partnership, and who are committed to helping families stabilize and succeed.

3. Definitions

Community Counseling: Therapeutic services provided to youth and families, including crisis intervention and individual, group, and family counseling. Services may be delivered in office, community-based, or home settings and are intended to stabilize families and reduce risk of deeper system involvement.

Prevention Outreach: Community-based activities designed to engage youth at risk of delinquency or further system involvement through early intervention, mediation, family support, and community engagement.

Assessment: A structured, multi-method process used to identify a youth and family's strengths, needs, risks, and protective factors to inform individualized service planning.

Case Management: Coordinated service delivery on behalf of youth and families, including advocacy, service linkage, monitoring, case review, and transition planning when direct services are no longer needed.

NetMIS: The Florida Network’s Management Information System used for documentation of outreach, services, youth records, performance data, and invoicing. All required service documentation and reporting must be entered into NetMIS.

NIRVANA: The Network Inventory of Risk, Victories, and Needs Assessment is a trauma-informed, strengths-based assessment tool used to guide service planning and measure change over time by reducing dynamic risk and strengthening protective factors.

Children in Need of Services (CINS) and Families in Need of Services (FINS): As defined in Chapter 984, Florida Statutes.

4. Narrative

Respondents must provide a clear, detailed narrative describing how non-residential services will be delivered in alignment with Florida Network contract, policy, and local community needs. Proposals should demonstrate an integrated, trauma-informed service model that prioritizes service access to communities across Osceola County.

The table outlines the estimated number of Community Counseling admissions annually. Responses must align with the service area stated below:

Service Area (County)	Units
Osceola County, Florida	122

The Florida Network reserves the right to adjust contracted deliverables based on need and demonstrated past performance in the final contracts.

Respondents must submit a narrative proposal organized using the sections below. Narratives should clearly and thoughtfully describe the respondent’s experience, service approach, and capacity to deliver high-quality, non-residential community counseling services that align with Florida Network standards and the intent of the CINS/FINS system.

Proposals should reflect a community-based service approach that is trauma-informed, strengths-focused, and responsive to local need. The Florida Network is particularly interested in models that prioritize early intervention, collaboration with schools, meaningful family engagement, and measurable progress for youth at risk of deeper system involvement.

4.1 Provider Background and Relevant Experience

The Florida Network is seeking a provider with demonstrated experience delivering community-based, non-residential services that prevent escalation and support family stability. Narratives should highlight experience serving youth ages 6 - 17 referred for truancy and related school-based concerns, including youth with elevated ACE scores and limited protective factors.

In this section, respondents should address:

- Experience delivering non-residential counseling and related support services;
- Experience preventing or reducing further system involvement; and
- Familiarity with trauma-informed and family-centered service models.

Current Florida Network providers should also describe how the proposed services align with and expand upon existing Network-funded programming and identify lessons learned or best practices that will strengthen implementation.

4.2 Community Need and Service Gaps

Respondents should describe the community conditions and service gaps that support the need for non-residential, community-based truancy intervention services within the proposed service area. Narratives should address local patterns of truancy, school disengagement, and related risk factors affecting youth and families within the proposed service area.

This discussion should include:

- Local trends or challenges related to truancy and school attendance;
- The importance of early, community-based intervention in preventing escalation; and
- Barriers to access experienced by underserved or historically marginalized populations.

Respondents should explain how the proposed services are designed to respond to these community conditions.

4.3 Service Model and Delivery Approach

Respondents should provide a comprehensive description of the proposed Community Counseling service model, including target population, referral response, counseling services, and integrated case management.

Narratives should describe how youth ages 6-17 referred for truancy and related school-based concerns will be identified, engaged, and served. This should include:

- Intake and referral response timelines;
- Procedures for conducting face-to-face NIRVANA assessments;
- Use of assessment results to guide individualized service planning; and

- Strategies for engaging youth and families who may be reluctant or disengaged.

Respondents should describe a structured, non-residential counseling model that includes weekly services, with an average service duration of approximately 12 weeks. Narratives should address:

- Use of licensed clinicians and required supervised of non-licensed staff;
- The types of counseling offered (individual, family, or group) and how staff decide what type of counseling is most appropriate;
- Procedures for documenting services, missed sessions, and NetMIS reporting; and
- Protocols for identifying and referring youth for mental health or substance use treatment.

Respondents should describe how comprehensive case management is integrated into service delivery to support continuity, accountability, and family engagement. This should include:

- Development and implementation of individualized service plans aligned with NIRVANA;
- Ongoing progress monitoring and case documentation; and
- Family engagement strategies, including support, referrals, and advocacy.

Narratives should also describe how services will be delivered in community-based settings and strategies used to reduce access barriers. This should include:

- Types of community locations where services will be provided;
- Transportation, scheduling, or accessibility supports;
- Additional community-based supports such as crisis intervention, family skill-building, prevention and diversion activities, life skills development, educational support, vocational readiness services, and referrals to pro-social activities; and
- Coordination with Full-Service CINS/FINS providers. Describe how you will collaborate to ensure referrals and continuity of care with full-service(shelter-provider) CINS/FINS programs in your circuit.

All services funded under this CFP are expected to be delivered using a trauma-informed, family-centered approach that recognizes the impact of adverse experiences while emphasizing strengths, resilience, and protective factors. Services must be delivered in ways that are respectful, culturally responsive, and grounded in partnership with youth and families.

Trauma-informed practice within the Florida Network continuum includes:

- Creating emotionally and physically safe service environments;

- Engaging youth and families as active participants in assessment, service planning, and decision-making;
- Using NIRVANA assessment results to guide individualized, strengths-focused service plans; and
- Supporting positive change over time by reducing dynamic risk and strengthening protective factors.

Respondents should provide examples of staff training, supervision, and organizational practices that support this philosophy and ensure consistent application across service delivery.

4.4 Staffing Structure and Clinical Oversight

Respondents should describe their staffing structure and organizational capacity to implement the proposed services effectively.

Narratives should include:

- Roles and qualifications of counselors, supervisors, and key personnel;
- Required clinical supervision for non-licensed staff;
- Staff training and professional development;
- Internal systems that support service quality, compliance, and data reporting; and
- Reduction measures taken to prevent staff turnover.

4.5 School Engagement and Truancy Response

Respondents should describe how they will work collaboratively with school districts, school personnel, and education partners to address truancy and related school-based concerns. Effective school engagement is essential to early identification, timely intervention, and sustained youth success.

Narratives should describe:

- Existing or planned partnerships with school districts, schools, and attendance staff;
- Clear processes for receiving, tracking, and responding to truancy referrals;
- Communication practices that support coordination while protecting youth and family confidentiality;
- Strategies that strengthen family - school collaboration and improve attendance and engagement; and
- Coordination with Full-Service CINS/FINS providers for Case Staffing Committee referrals and court intervention

Respondents should demonstrate an understanding of the school environment and describe how services will be delivered in ways that are responsive, flexible, and supportive of both youth and families.

4.6 Equity, Access, and Family Engagement

The Florida Network expects providers to intentionally design services that reduce barriers to access and support meaningful family engagement across diverse communities within Osceola County.

Narratives should include:

- Identification of underserved populations within the service area;
- Outreach strategies tailored to community-specific needs;
- Cultural, linguistic, and accessibility considerations;
- Outline steps your organization takes to support family; reunification and stabilization; and
- Specification of your follow-up processes at 30 and 60 days, including how progress is measured, and families are re-engaged if additional support is needed.

4.7 Performance Outcomes and Quality Improvement

Respondents should describe expected service outcomes and how program performance will be monitored and sustained.

Narratives should address:

- Anticipated outcomes related to attendance, engagement, and reduced system involvement;
- Methods for tracking outcomes and evaluating effectiveness;
- Coordination practices to avoid duplication and ensure timely access to care from referral through discharge; and
- Strategies to sustain services, referral pathways, and access points within the authorized service area.