



REQUEST FOR PROPOSALS **Youth Homelessness Demonstration Program Planning**

Posting Date: 09/01/2023

Response Submission Deadline: 3:00 EST p.m. on 09/22/2023

Optional Walkthrough Date/Time: An optional virtual or in person discussion with the YAB is set to be coordinated, date and time information will be provided alongside this issuance when its available.

NOTE TO RESPONDENTS:

Please be advised that **all** submissions (including those not selected for engagement) may be made available to the public on request pursuant to the Rhode Island Access to Public Records Act, Chapter 2 of Title 38 of the Rhode Island General Laws (the “APRA”) upon award of a contract(s). As a result, respondents are advised not to include information that they deem proprietary or confidential or that constitutes a trade secret.

INTRODUCTION

This Request for Proposals (“RFP”) by the Rhode Island Housing and Mortgage Finance Corporation (“RIHousing”) invites proposals from Non-Profits, and Local and State organizations. The purpose is to carry out Youth Homelessness Demonstration Program (“YHDP”) Planning activities, aligning with the details presented in [Rhode Island’s Coordinated Community Plan to End Youth Homelessness](#). YHDP, administered by the U.S. Department of Housing and Urban Development (“HUD”), holds an initiative focused on aiding selected communities in conceiving and executing a coordinated community strategy to prevent and resolve youth homelessness. The targeted demographic for this program comprises individuals aged 24 and below who are experiencing homelessness, encompassing unaccompanied youth and pregnant or parenting youth enduring homelessness. The demonstration program encompasses eight primary objectives:

1. Prevent and End Youth Homelessness
2. Build national momentum.
3. Promote equity in the delivery and outcomes of homeless assistance.
4. Highlight the importance of youth leadership.
5. Evaluate the coordinated community approach.
6. Expand capacity.
7. Evaluate performance measures.
8. Establish a framework for Federal program and Technical Assistance (TA) provider collaboration.



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In September 2021, the Rhode Island Continuum of Care (RiCoC) was awarded \$3.5 million from the Department of Housing and Urban Development (HUD) to design and then fund a system to end youth homelessness in Rhode Island; this initiative is HUD’s Youth Homelessness Demonstration Program (YHDP). A small but critical portion of the total award to Rhode Island was set aside by the Youth Action Board (“YAB”) and the COC to fund YHDP planning activities to support ongoing YHDP implementation in Rhode Island.

The YAB consists of leaders aged 13-24 who have experienced homelessness or housing instability. It focuses on representing those most affected, including LGBTQIA+ youth, youth of color, parenting youth, individuals with child welfare backgrounds, and youth with disabilities. Youth and adult allies currently provide support and co-facilitation for the YAB. This group holds decision-making power over policy, funding, advocacy, evaluation, and other priorities related to YHDP, as well as broader youth concerns. The YAB collaborates with the YHDP Steering Committee, contributing to all aspects of YHDP and acting as co-creators and thought partners. They are instrumental in making programs, policy, funding, and practice decisions aimed at eliminating youth homelessness, extending beyond the scope of YHDP. In conjunction with the YHDP Steering Committee and the Unaccompanied Youth Committee (UYC), the YAB takes responsibility for ongoing YHDP oversight, enhancement, community involvement, and annual updates to the Coordinated Community Plan (CCP). This involves evaluating and approving the YHDP & YAB Lead Agency, alongside selecting, and evaluating YHDP projects.

RIHousing serves as the collaborative applicant on behalf of the Rhode Island Continuum of Care, and therefore is the eligible applicant to request planning funds from HUD on behalf of the YAB and CoC. RIHousing is issuing this RFP to solicit proposal(s) to conduct up to two (2) YHDP Planning activities to support ongoing implementation of Rhode Island’s YHDP locally, which is ongoing YHDP project implementation, strategic planning, and monitoring. Those planning activities are:

1. Assisting the CoC's Youth Action Board ("YAB")
2. Overseeing YHDP Lead agency tasks.

Respondents are requested to submit a single proposal, specifying the activities they intend to undertake. Respondents may choose to respond to one or both activities.

INSTRUCTIONS

Proposals must be submitted via email to: **Portia Jacobs, CoC Program Manager** by email to **Pjacobs@rihousing.com** no later than the response submission deadline set forth above.

Proposals that are not received by the response submission deadline or that do not adhere to the submission instructions described herein shall not be accepted or considered by RIHousing.

Proposals should be concise and adhere to the word count applicable to each section of this Request for Proposals (“RFP”). Proposals should be presented on business letterhead and include all attachments, certifications (including the Submissions Certification at Attachment A), and work



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samples (as applicable). Please note that failure to provide any information, certification, or document requested in this RFP may cause your submission not to be reviewed or considered by RIHousing.

RIHousing may invite one or more finalists to make presentations, including demonstrations of requested products, if applicable.

Updates, amendments and Q&As related to this Request for Proposals may be posted from time to time at: [RFPs & RFQs | RIHousing](#).



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SCOPE OF WORK

Please see the Scope of Work as provided in Attachment B.

ITEMS TO BE INCLUDED WITH YOUR PROPOSAL

**SUBMISSION
CHECK LIST**

Section A: General Firm Information (Total word limit: 500 words)

1. Provide a brief description of your firm, including but not limited to the following:
 - a. Name of the principal(s) of the firm.
 - b. Name, business telephone number and business email address of a representative of the firm authorized to discuss your proposal.
 - c. Locations of all offices of the firm.
 - d. Number of employees of the firm.

RIHousing requests that the contact information provided in response to this subsection (1) be strictly limited to business addresses, telephone numbers, and email addresses to protect any personal information from being made available to the public pursuant to APRA.

Section B: Experience and Resources (Total word limit: 3500 words)

1. Describe your firm and its capabilities. Particularly, what qualities support your capacity to perform the Scope of Work. Please indicate the number of successful applications your firm has written for CoC program funding, your experience working with youth and youth homelessness, your knowledge of homelessness services and the homeless response system, and your knowledge of program regulations promulgated by HUD pursuant to the HEARTH Act and other relevant program requirements.

2. Indicate which principals and associates from your firm would be involved in providing services to RIHousing. Provide appropriate background information for each such person and identify their responsibilities.

3. Identify any material litigation, administrative proceedings, or investigations in which your firm is currently involved. Identify any material litigation, administrative proceedings, or investigations, to which your firm or any of its principals, partners, associates, subcontractors, or support staff was a party, that has been settled within the past two (2) years. If none, please provide a statement to such effect.

4. Provide a detailed list of references, including a contact name and business telephone number for organizations or businesses for whom you have performed



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similar work. Please ensure that you possess the most current and accurate contact details for your references.

5. Identify individuals in your firm with multi-lingual skills, who are available to assist with communication in languages other than English. Please identify the language(s).

6. Describe how your firm will handle actual and or potential conflicts of interest.

Section C: Fee Structure (Total word limit: 500 words)

The cost of services is one of the factors that will be considered in awarding this contract. The information requested in this section is required to support the reasonableness of your fees.

1. Please provide a cost proposal for providing the Scope of Work at Attachment B.

2. Provide an itemized breakdown of billing rates and hourly costs, list of key personnel and their hourly rates, reimbursable expenses, etc. for any services that may be requested in addition to the services previously described.

3. Please provide any other fee information applicable to the engagement that has not been previously covered that you wish to bring to the attention of RIHousing.

Section D: Affirmative Action Plan and Minority Owned Business/Women Owned Business

1. RIHousing encourages the participation of persons of color, women, persons with disabilities and members of other federally and State-protected classes. Describe your firm’s affirmative action program and activities. Include the number and percentage of members of federally and State-protected classes who are either principals or senior managers in your firm, the number and percentage of members of federally and State-protected classes in your firm who will work on RIHousing’s engagement and, if applicable, a copy of your Minority- or Women-Owned Business Enterprise state certification.

Section E: Miscellaneous (Total word limit: 1000 words)

1. Discuss any topics not covered in this RFP that you would like to bring to RIHousing’s attention.

2. Elaborate on how your organization's motivations align with the youth homelessness initiative, especially considering the information we’ve provided about the Youth Action Board (YAB) and the Youth Homelessness Demonstration Program (YHDP)



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- 3. How do you envision striking a balance between creating a youth-centric approach that addresses the unique needs and perspectives of young individuals while also fostering a youth-led environment where they can actively participate in decision-making and take on leadership roles?
- 4. In what ways have you prioritized youth presence and leadership within your organization or within specific projects your organization has led?

Section F. Certifications

All applicants must respond to and provide documentation as outlined in the Request for Proposals Submission Certifications at Attachment A.

- 1. RIHousing insists upon full compliance with Chapter 27 of Title 17 of the Rhode Island General Laws, Reporting of Political Contributions by State Vendors. This law requires State Vendors entering into contracts to provide services to an agency such as RIHousing, for the aggregate sum of \$5,000 or more, to file an affidavit with the State Board of Elections concerning reportable political contributions. The affidavit must state whether the State Vendor (and any related parties as defined in the law) has, within 24 months preceding the date of the contract, contributed an aggregate amount in excess of \$250 within a calendar year to any general officer, any candidate for general office, or any political party. Please acknowledge your understanding of this in your RFP response.
- 2. Does any Rhode Island “Major State Decision-maker,” as defined below, or the spouse or dependent child of such person, hold (i) a ten percent or greater equity interest, or (ii) a Five Thousand Dollar or greater cash interest in this business?

For purposes of this question, “Major State Decision-maker” means:

- (i) All general officers; and all executive or administrative head or heads of any state executive agency enumerated in § 42-6-1 as well as the executive or administrative head or heads of state quasi-public corporations, whether appointed or serving as an employee. The phrase “executive or administrative head or heads” shall include anyone serving in the positions of director, executive director, deputy director, assistant director, executive counsel or chief of staff;
- (ii) All members of the general assembly and the executive or administrative head or heads of a state legislative agency, whether appointed or serving as an employee. The phrase “executive or administrative head or heads” shall include anyone serving in the positions of director, executive director, deputy director, assistant director, executive counsel or chief of staff;



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(iii) All members of the state judiciary and all state magistrates and the executive or administrative head or heads of a state judicial agency, whether appointed or serving as an employee. The phrase “executive or administrative head or heads” shall include anyone serving in the positions of director, executive director, deputy director, assistant director, executive counsel, chief of staff or state court administrator.

If your answer is “Yes,” please identify the Major State Decision-maker, specify the nature of their ownership interest, and provide a copy of the annual financial disclosure required to be filed with the Rhode Island Ethics Commission pursuant to R.I.G.L. §§36-14-16, 17 and 18. If your answer is “No,” please provide a statement to such effect.

3. In the course of providing goods or services to RIHousing, the selected respondent may receive certain personal information specific to RIHousing customer(s) including, without limitation, customer names and addresses, telephone numbers, email addresses, dates of birth, loan numbers, account numbers, social security numbers, driver’s license or identification card numbers, employment and income information, photographic likenesses, tax returns, or other personal or financial information (hereinafter collectively referred to as the “Personal Information”). The maintenance of the Personal Information in strict confidence and the confinement of its use to RIHousing are of vital importance to RIHousing. **Please include a letter from your president, chairman or CEO certifying that, in the event your firm is selected:**

(i) any Personal Information disclosed to your firm by RIHousing or which your firm acquires as a result of its services hereunder will be regarded by your firm as confidential, and shall not be copied or disclosed to any third party, unless RIHousing has given its prior written consent thereto; and

(ii) your firm agrees to take all reasonable measures to (a) ensure the security and confidentiality of the Personal Information, (b) protect against any anticipated threats or hazards to the security or integrity of the Personal Information, and (c) maintain reasonable security procedures and practices appropriate to your firm’s size, the nature of the Personal Information, and the purpose for which the Personal Information was collected in order to protect the Personal Information from unauthorized access, use, modification, destruction or disclosure; and



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(iii) when discarding the Personal Information, destroying it in a commercially reasonable manner such that no third party can view or recreate the information, electronically or otherwise.

These provisions, which implement the requirements of the Rhode Island Identity Theft Protection Act, R.I.G.L. § 11-49.2 et seq., will also be incorporated into the final contract with the selected respondent(s). In addition, if selected, your firm may be requested to provide a copy of its information security plan.

4. Please include a letter from your president, chairman or CEO certifying that (i) no member of your firm has made inquiries or contacts with respect to this Request for Proposals other than in an email or written communication to **Portia Jacobs** at piacobs@rihousing.com seeking clarification on the Scope of Work set forth in this proposal, from the date of this RFP through the date of your proposal, (ii) no member of your firm will make any such inquiry or contact until after **September 22, 2023**, (iii) all information in your proposal is true and correct to the best of her/his knowledge, (iv) no member of your firm gave anything of monetary value or promise of future employment to a RIHousing employee or Commissioner, or a relative of the same, based on any understanding that such person's action or judgment will be influenced and (v) your firm is in full compliance with Chapter 27 of Title 17 of the Rhode Island General Laws, Reporting of Political Contributions by State Vendors.

EVALUATION AND SELECTION

A selection committee consisting of RIHousing employees will review all proposals that meet the requirements set forth in the "Instructions" section of this RFP and make a selection based on the following factors:

- Professional capacity to undertake the Scope of Work (as evaluated by reference in Section B: Experience and Resources);
- Proposed fee structure (as evaluated by reference in Section C: Fee Structure);
- Ability to perform within time and budget constraints (as evaluated by reference in Section B);
- Evaluation of proposed project approach (as contained in the Attachment B-Scope of Work. Section B);
- Previous work experience and performance with RIHousing and/or similar organizations (as provided in Section B: Experience and Resources, subsection 3);
- Recommendations by references (as provided in Section B: Experience and Resources, subsection 3);



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- Firm minority status and affirmative action program or activities (as requested in Section D: Affirmative Action Plan and Minority Owned Business/Women Owned Business)
- Foreign language capabilities of the firm (as provided in Section B: Experience and Resources, subsection 5);
- Other pertinent information submitted.

By this RFP, RI Housing has not committed itself to undertake the work set forth herein. RI Housing reserves the right to reject any and all proposals, to rebid the original or amended scope of services and to enter into negotiations with one or more respondents. RI Housing reserves the right to make those decisions after its receipt of responses. RI Housing's decision on these matters is final.

For additional information contact: Portia Jacobs, CoC Program Manager, at Pjacobs@rihousing.com.



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Attachment A

Requests for Proposals Submission Certifications

Please respond to **all** items below and include it in your response to this RFP. Be sure to include any additional information in the space provided or as an attachment as needed. Please ensure that any attachments refer to the appropriate item by name (i.e., “Conflict of Interest,” “Major State Decision Maker,” etc.)

Total word limit for Sections A and B: 500 words

Section A: Conflicts of Interest

1. Identify any conflict of interest that may arise as a result of business activities or ventures by your firm and associates of your firm, employees, or subcontractors as a result of any individual’s status as a member of the board of directors of any organization likely to interact with RIHousing. **If none, check below.**

None

2. Describe how your firm will handle actual and or potential conflicts of interest (*please include in your proposal or attach a sheet with this information*).

Section B: Litigation, Proceedings, Investigations

1. Identify any material litigation, administrative proceedings, or investigations in which your firm is currently involved. **If none, check below.**

None

2. Identify any material litigation, administrative proceedings, or investigations to which your firm or any of its principals, partners, associates, subcontractors, or support staff was a party, that has been finally adjudicated or settled within the past two (2) years. **If none, check below.**

None

Section C: Certifications

1. RIHousing insists upon full compliance with Chapter 27 of Title 17 of the Rhode Island General Laws, Reporting of Political Contributions by State Vendors. This law requires State Vendors entering into contracts to provide services to an agency such as RIHousing, for the aggregate sum of \$5,000 or more, to file an affidavit with the State Board of Elections concerning reportable political contributions. The affidavit must state whether the State



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Vendor (and any related parties as defined in the law) has, within 24 months preceding the date of the contract, contributed an aggregate amount in excess of \$250 within a calendar year to any general officer, any candidate for general office, or any political party. **Please acknowledge your understanding below.**

I have read and understand the requirements of Chapter 27 of Title 17 of the Rhode Island General Laws, Reporting of Political Contributions by State Vendors.

2. Does any Rhode Island “Major State Decision-maker,” as defined below, or the spouse or dependent child of such person, hold (i) a ten percent or greater equity interest, or (ii) a Five Thousand Dollar or greater cash interest in this business?

For purposes of this question, “Major State Decision-maker” means:

(i) All general officers; and all executive or administrative head or heads of any state executive agency enumerated in § 42-6-1 as well as the executive or administrative head or heads of state quasi-public corporations, whether appointed or serving as an employee. The phrase “executive or administrative head or heads” shall include anyone serving in the positions of director, executive director, deputy director, assistant director, executive counsel, or chief of staff;

(ii) All members of the general assembly and the executive or administrative head or heads of a state legislative agency, whether appointed or serving as an employee. The phrase “executive or administrative head or heads” shall include anyone serving in the positions of director, executive director, deputy director, assistant director, executive counsel, or chief of staff;

(iii) All members of the state judiciary and all state magistrates and the executive or administrative head or heads of a state judicial agency, whether appointed or serving as an employee. The phrase “executive or administrative head or heads” shall include anyone serving in the positions of director, executive director, deputy director, assistant director, executive counsel, chief of staff or state court administrator.

Please indicate your response below.

Yes

If your answer is “Yes,” please identify the Major State Decision-maker, specify the nature of their ownership interest, and provide a copy of the annual financial disclosure required to be filed with the Rhode Island Ethics Commission pursuant to R.I.G.L. §§36-14-16, 17 and 18.

No



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3. In the course of providing goods or services to RIHousing, the selected respondent may receive certain personal information specific to RIHousing customer(s) including, without limitation, customer names and addresses, telephone numbers, email addresses, dates of birth, loan numbers, account numbers, social security numbers, driver's license or identification card numbers, employment and income information, photographic likenesses, tax returns, or other personal or financial information (hereinafter collectively referred to as the "Personal Information"). The maintenance of the Personal Information in strict confidence and the confinement of its use to RIHousing are of vital importance to RIHousing.

Please certify below that in the event your firm is selected:

- (i) any Personal Information disclosed to your firm by RIHousing or which your firm acquires as a result of its services hereunder will be regarded by your firm as confidential, and shall not be copied or disclosed to any third party, unless RIHousing has given its prior written consent thereto; and
- (ii) your firm agrees to take all reasonable measures to (a) ensure the security and confidentiality of the Personal Information, (b) protect against any anticipated threats or hazards to the security or integrity of the Personal Information, and (c) maintain reasonable security procedures and practices appropriate to your firm's size, the nature of the Personal Information, and the purpose for which the Personal Information was collected in order to protect the Personal Information from unauthorized access, use, modification, destruction or disclosure; and
- (iii) when discarding the Personal Information, destroying it in a commercially reasonable manner such that no third party can view or recreate the information, electronically or otherwise.

These provisions, which implement the requirements of the Rhode Island Identity Theft Protection Act, R.I.G.L. § 11-49.2 et seq., will also be incorporated into the final contract with the selected respondent(s). In addition, if selected, your firm may be requested to provide a copy of its information security plan.

I certify that in the event our firm is selected, we will comply with the Personal Information and Security guidelines noted above.

4. Your firm's president, chairman or CEO must certify below that (i) no member of your firm has made inquiries or contacts with respect to this RFP other than in an email or written communication to **Portia Jacobs at pjacobs@rihousing.com** seeking clarification on the Scope of Work set forth in this proposal, from the date of this RFP through the date of your proposal, (ii) no member of your firm will make any such inquiry or contact until after September 22, 2023, (iii) all information in the proposal is true and correct to the best of your knowledge, (iv) no member of your firm gave anything of monetary value or promise of future



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employment to a RIHousing employee or Commissioner, or a relative of the same, based on any understanding that such person's action or judgment will be influenced, and (v) your firm is in full compliance with Chapter 27 of Title 17 of the Rhode Island General Laws, Reporting of Political Contributions by State Vendors.

I certify that no member of our firm has made or will make any such inquiries or contacts; all information supplied is true and correct; no member of our firm has provided anything of value to influence RIHousing; and our firm is in compliance with applicable political contribution reporting.

President, Chairman or CEO (*print*): _____

Signature: _____

Firm Name: _____



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Attachment B

Scope of Work

I. Services to be Provided.

This Request for Proposals (RFP) seeks submissions from qualified individuals to fill the role of YAB Lead for the Youth Action Board (YAB). The YAB Lead will be responsible for guiding and empowering the YAB's mission and initiatives, aligning with the broader goals of the Youth Homelessness Demonstration Program (YHDP). The YHDP, a program of the U.S. Department of Housing and Urban Development (HUD), aims to support communities in effectively addressing youth homelessness through a coordinated and inclusive approach. The chosen YAB Lead will assume the responsibility of cultivating an energetic and youth-driven atmosphere within the YAB. This involves prioritizing the voices and ambitions of young individuals, especially those who have encountered homelessness or housing instability, in the decision-making procedures. This role demands a strong dedication to both a youth-centric stance, which involves tailoring strategies to address the varying needs of youth, and youth-led orientation that empowers youth to actively shape the course and results of initiatives.

The list of services includes, but will not be limited to:

- Providing aid in organizing and orchestrating community events.
- Facilitating community outreach and engagement efforts.
- Offering administrative assistance.
- Managing and supporting payroll processes.
- Preparing and supporting regular meetings.
- Assisting with travel and accommodation arrangements.
- Providing support for scheduling and technical notification systems.

II. Project Schedule

The timeline below spans from January to December 2024, with a focus on empowerment, collaboration, and meaningful progress. Rooted in our commitment to maintaining a dynamic, youth-led environment within the Youth Action Board (YAB), we are dedicated to amplifying the voices of young individuals confronting homelessness. With the support of RI Housing, the selected agency will steer the direction of the project, working hand in hand with YAB members and YHDP.



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January to March 2024

- Review and finalize contract agreements between selected agency(ies) and RIHousing.
- Conduct initial orientation and onboarding sessions for agency staff and YAB members.
- Collaborate with YAB members to refine project goals and objectives.
- Develop a detailed project plan, including specific activities, milestones, and timelines.
- Strategize and plan for facilitating community outreach and engagement efforts.

April - June 2024: Youth Engagement and Empowerment

- Begin engagement activities for YAB members, focusing on team building and skill development.
- Sustain the momentum of regular YAB meetings, providing a platform for collaborative discussions and idea exchange.
- Strengthen advocacy initiatives led by YAB members, aiming to drive policy changes and elevate community awareness on youth homelessness.
- Provide support for managing and supporting payroll processes, ensuring timely stipend disbursement.

July - September 2024: YAB Leadership Development and Program Enhancement

- Implement targeted leadership development workshops for YAB members to enhance their skills and capacities.
- Collaborate with YAB members to identify opportunities for innovation and enhancement within the YAB framework.
- Continue advocacy efforts, supporting YAB-led campaigns for policy change and community awareness.
- Evaluate YAB progress and identify areas for improvement, making necessary adjustments to the project plan.

October - December 2024: YAB Lead Agency Establishment and Year-End Review

- Continue to strengthen YAB engagement, ensuring increased participation and representation.
- Collaborate with YAB members to draft an annual report, highlighting achievements, challenges, and goals for the upcoming year.
- Conduct a comprehensive year-end review to assess project outcomes, gather feedback from YAB members, and identify areas for growth.
- Begin planning for the subsequent year, aligning project activities with long-term YAB and YHDP goals.



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III. Project Approach

The success of the Youth Homelessness Demonstration Program (YHDP) and the Youth Action Board (YAB) depends on a comprehensive and empowering project approach that prioritizes youth leadership, collaboration, and community engagement, while adequately supporting youth in the complexity of CoC decision-making and HUD policy. This work should express a deep commitment to both a youth-centric perspective, addressing the diverse needs of young individuals, and a youth-led atmosphere allowing them to actively drive the direction of initiatives.

The project approach is structured around the following:

- ✓ **Youth-Led Empowerment:** The project will be guided by a belief in the potential of young leaders. The YAB Lead and members will play central roles in decision-making processes, ensuring that their voices shape the project's direction and outcomes. The lead will be required to nurture a safe and inclusive environment that encourages open dialogue, creative thinking, and the exploration of innovative solutions to complex challenges.
- ✓ **Collaborative Design:** The lead will need to emphasize collaborative planning, drawing on the strengths and expertise of YAB members, community partners, stakeholders, and professionals. The lead will facilitate regular meetings, workshops, and forums to enable meaningful exchanges, fostering a sense of ownership among all participants.
- ✓ **Engagement:** Recognizing that youth homelessness is a multidimensional issue, the lead will adopt an approach that addresses various aspects such as housing, education, employment, mental health, and social services. YAB members will actively contribute their lived experiences, insights, and aspirations to shape strategies that resonate with their peers.
- ✓ **Advocacy and Awareness:** The lead will prioritize advocacy efforts, elevating the voices of youth experiencing homelessness to influence policy decisions, allocate resources, and promote systemic change. Public awareness campaigns, storytelling, and partnerships with media outlets will shed light on the challenges faced by young individuals while showcasing their resilience and potential.
- ✓ **Training and Capacity Building:** The lead shall invest in the professional and personal growth of YAB members, offering training, mentorship, and resources that enhance their leadership skills, confidence, and ability to drive change. Part of this capacity building will be ensuring YAB members are supported in learning and understanding the complexities of the RICoC decision making structures and overall HUD policies.
- ✓ **Data-Driven Decision-Making:** The lead will emphasize evidence-based approaches, gathering and analyzing data to inform strategies, evaluate outcomes, and



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refine interventions. YAB members can actively contribute to data collection and analysis, ensuring that their insights are integrated into project planning.

✓ **Ongoing Reflection and Adaptation:**

Regular reflection sessions should be held to assess progress, identify challenges, and refine strategies. The YAB Lead and members will actively participate in these discussions. The lead should remain flexible and responsive, adapting the project based on feedback and changing circumstances.

A successful proposal should also clearly outline a plan to support the ideal YAB for Rhode Island described in the CCP:

- Paid stipends equivalent to a fair wage (valued at \$25/hour) for up to 10 participants,
- Two youth co-coordinators paid hourly, livable wages, including benefits (valued at \$20/hour + fringe),
- Support YAB in its long-term goal to build a large base with varied opportunities for engagement, including through school or community-based groups.
- To ensure YAB stability and implementation as an independent, youth-centric body with appropriate social and leadership support for members