REQUEST FOR PROPOSALS
Addendum 1
Issued 4/23/13

RFP NUMBER: DYS130117CO
DATE ISSUED: 4/19/13

The Ohio Department of Youth Services (ODYS) is requesting Bids for:

MENTORING SERVICES
FOR THE FOLLOWING COUNTIES IN OHIO: CUYAHOGA AND LORIAN

INQUIRY PERIOD BEGINS:	**4/19/13**
INQUIRY PERIOD ENDS:	**4/29/13**
OPENING DATE:	**5/6/13**
OPENING TIME:	**3:00 PM Eastern Standard Time**
OPENING LOCATION: (Mail or Deliver Sealed Bids to this Address)	**Ohio Department of Youth Services Attn: Don Bean 30 West Spring Street Columbus, Ohio 43215**

Reason for Addendum: This Addendum is issued to include the mandatory supplemental questions below to be answered and included in bid proposal for DYS130117CO.

RFP Supplemental Questions for DYS 2nd Chance Mentoring Program

- The Second Chance Mentoring Program allows mentoring organizations to identify and utilize different types of mentoring styles (group, individual or peer) that best fits their organization's structure. Which type of mentoring style(s) does your agency/organization currently use and why? What mentoring styles will be implemented with the Second Chance Mentoring Program and why?

- How does your agency/organization define success in regards to a mentoring relationship? How does your agency/organization evaluate the quality of mentoring relationships? Briefly describe how your agency/organization has been successful in maintaining mentoring relationships between the youth and his or her mentor beyond a year.

- List and describe your agency's/organization's training requirements for mentors. Describe in detail how your agency's/organizations training prepare mentors to work with adjudicated youth. List any additional annual or special training that mentors complete in a given year. Are mentors taught to confront these youth as needed while still being seen in a supportive role?

- A recruitment plan is only effective if it portrays accurate expectations and benefits for potential recruits. Explain in detail your current mentor recruitment plan and how, if any, it may change in regards to the Second Chance Mentoring Program. How many mentors does your agency/organization currently have that have agreed to be a part of this program upon receipt of this grant?

- List and describe the partnerships that your agency/organization has established to provide necessary supportive services for mentees?

- DYS has four facilities located across the State of Ohio, as well as two contracted privately owned facilities. What is the frequency of mentor visits while youth are still in the facility? Please give a brief description of your mentor's visitation. What is the frequency of mentor visits while youth are on parole? Are your mentors willing to drive to another county if their mentee is placed in a different county than originally identified?

- Describe in detail your experience working with youth from this population. How will your agency/organization's mentors engage this population in activities and relationship building skills pre- and post-release?

- Do your mentors have additional contacts with others on behalf of youth and what is the frequency? Please explain. How does your agency/organization document interactions/collateral contacts between mentor and mentees?

- DYS will provide consistent oversight over the entire program, but what does program oversight mean to you? Who will your agency/organization appoint to manage referrals, match mentors with youth, supervise case management, and troubleshoot any program issues, etc.?

- Describe how your agency/organization will utilize evidenced based best practices to succeed and meet changing program needs.

- Describe in detail your experience with program documentation and evaluation. Please list any software or reports that your organization utilizes for tracking and evaluation.

- How does your agency/organization utilize mentee risk assessments in mentor/mentee matching strategy and linkages to supportive services

- Describe in detail how your agency/organization will fiscally manage this program. (i.e. segregate funds; maintain account ledgers; maintain receipts; substantiate, track,& monitor expenses, track mileage & mileage reimbursement, etc.)