

INDEPENDENT LIVING AFTERCARE

Hamilton County Department of Job and Family Services (“HCJFS”) is seeking Independent Living Aftercare (Transitional Independent Living services) for young adults between 18 and 21 years of age (“Consumers”) who have emancipated from the child welfare system and have substantial unresolved housing issues.

Contract Term:

12-month contract from start of service.

The total amount of the contract cannot exceed \$99, 999.00.

Scope of Service:

Transitional Independent Living service is intended primarily for Consumers who have emancipated from the child welfare system and have substantial unresolved housing issues. These Consumers will no longer be in the custody of HCJFS. This service is intended to assist young adults in their move from dependency of child welfare and promote independence for these individuals; and is not an addition to the current Independent Living continuum of care.

At a minimum, each enrolled Consumer shall be provided with housing, case management, and other services that Bidder determines necessary to promote effective independence within six months of program enrollment. **Service shall have a six-month maximum term per consumer,** and thus, will not work within the context of one-year leases. However, if the Consumer is making sufficient progress in the program and has not obtained housing within the 6 months, their stay may be increased. In-house staff may be providing similar services that are provided through this contract.

Consumers of this service will be referred by HCJFS CS Educational Programs. The volume of ongoing referrals will be driven by the ongoing satisfaction of HCJFS CS Educational Programs, whose objective through this discretionary service is to provide housing to emancipated youth.

The Bidder is prohibited from using funding from this contract for court ordered referrals.

The Bidder's responsibilities under this contract would be as follows:

- 1) Bidder will assist Consumer with applying to subsidized housing agencies upon entrance into the program.
- 2) Bidder will document and deliver Transitional Independent Living services (face-to-face contact) to referred Consumers an average two (2) hours per week. At a minimum, and regardless of Consumer participation, housing will be provided for each referred Consumer up to six months following enrollment.
- 3) Bidder will document all activities and efforts undertaken to ensure the successful transition of each Consumer away from dependence on child welfare.
- 4) Bidder will document outreach efforts to engage hard-to-serve Consumers.
- 5) Bidder will make and document efforts to involve family, existing community ties, and other social supports, wherever appropriate.
- 6) Bidder will assist Consumers with locating and applying for employment and training. Bidder will teach consumer how to maintain employment.
- 7) Bidder will assist with application for all benefits to which Consumers may be entitled such as Social Security, SSI, TANF, Medicaid, child support, low-income housing, etc. within the first 2 weeks in the program.
- 8) Bidder will assist with educational plans (graduation, GED, college, PELL grants and financial aid, etc.) and employment plans. Bidder will evaluate progress.
- 9) Bidder will provide Consumers counseling or assistance in locating counseling services, including crisis, emergency, medical, dental, optical and mental health services, if needed.
- 10) Bidder will assist Consumers with feasible budget planning to aid in the maintenance and success of independence.

- 11) Bidder will submit invoices to HCJFS for Transitional Independent Living Services as described in the awarded Contract. Bidder will submit an invoice to HCJFS, on a monthly basis, to confirm the Consumer's continued presence in Transitional Independent Living services. Invoices received after 60 days of service will not be paid.
- 12) Bidder will coordinate a team meeting within the first week of entrance of the program. This meeting needs to include the Consumer and any other people involved with the Consumer.
- 13) Bidder is eligible to invoice HCJFS for enrolled Consumers for up to six months per Consumer. Unless there is documented dis-enrollment, services (including housing) are to remain available for six months from enrollment date.
- 14) Consumers may voluntarily dis-enroll if stable housing is secured or the Consumer provides a verbal statement that they no longer wish to participate in Transitional Independent Living services. Consumers may be involuntarily dis-enrolled based on serious, explicit, and documented violation of program rules.
- 15) Bidder will take Consumer to the grocery store upon entrance into the program to determine their ability to shop for food. Bidder will continue to assist with grocery shopping as needed.
- 16) Bidder will teach Consumer how to clean the apartment and cook healthy meals.
- 17) Bidder will arrange monthly team meetings to include Consumer, any of the Consumer's family, existing community ties, and other social supports, where appropriate.

Questions:

In addition to the above identified Bidder responsibilities, Bidder must also respond to the following questions:

- 1) What criteria are used for apartment selection for Consumers?
- 2) Are apartments located on the bus line?
- 3) If an apartment cannot be located for a Consumer, either due to availability or short notice, what is the procedure?

- 4) In addition to lease payments, what other services/benefits (e.g. utilities, telephone, weekly allowance/stipend) will be provided to Consumers?
- 5) What is the plan for assisting Consumers with obtaining employment?
- 6) Bidder will identify non-negotiable rule violations that will terminate a Consumer from the program.
- 7) How will budgeting skills be taught to the Consumer?
- 8) In what ways will community resources be utilized to aid in the development of life skills?
- 9) How will apartment maintenance, cleanliness and organization be taught to Consumers?
- 10) How will the importance of maintaining a job be enforced with Consumer?
- 11) If the Consumer decides to enroll in education, how will Consumer be assisted?
- 12) How will the Consumer be taught to cook their own meals?
- 13) How will Consumers be assisted with shopping for groceries and other necessities?
- 14) Complete the following cost of service chart. **All costs associated with delivery of a unit of service should be included in your unit rate.**

Service	Unit rate / day
Independent Living Aftercare (Transitional Independent Living Services)	\$ /day
Case Management	\$ /hour

Bid Submission:

Please e-mail bid by **November 21, 2022 no later than 12:00 p.m. EST** to:

Sandra.Carson@jfs.ohio.gov