

Request for Information (RFI)

New York State Office of Children and Family Services
Division of Juvenile Justice and Opportunities for Youth (DJJOY)

RFI # 1092

LGBTQA+ Supportive Services

Issued: 3/18/2022

Responses Due: 4/22/2022 by 4:00 PM ET

Purpose

The New York State (NYS) Office of Children and Family Services (OCFS), Division of Juvenile Justice and Opportunities for Youth (DJJOY), is seeking information and collecting input from interested parties regarding LGBTQA+ services in preparation of a Request for Proposals (RFP) for individuals or organizations to provide focused LGBTQA+ supportive services to youth and/or training to staff and stakeholders who are located across the state in OCFS operated Juvenile Justice Facilities (facilities) and Community Multi-Services Offices (CMSO).

DJJOY's goals in issuing this RFI are to:

- Inform the public of OCFS's intent to establish a statewide network of individuals or organizations to provide services to OCFS LGBTQA+ youth and community partners.
- Elicit strategies for identifying specific training modules to inform OCFS staff of best practices in providing services to youth who identify as LGBTQA+.
- Elicit ideas and/or recommendations on how to structure an RFP that will encompass the range of services needed to support and strengthen basic competencies of OCFS staff and contractors to promote the well-being of OCFS placed LGBTQA+ youth and their families.
- Identify potential challenges and/or roadblocks related to implementing a program model designed to meet the unique needs of OCFS placed LGBTQA+ youth and their families.

THIS IS A REQUEST FOR INFORMATION (RFI) ONLY. This RFI is issued solely for information and planning purposes - it does not constitute a Request for Proposal (RFP) or an Invitation for Bid (IFB) or a promise to issue an RFP or an IFB. This RFI does not commit NYS OCFS, or the DJJOY to contract for any supply or service whatsoever. Vendors are advised that OCFS will not pay for any information or administrative costs incurred in response to this RFI; all costs associated with responding to this RFI will be

solely at the interested party's expense. Not responding to this RFI does not preclude participation in any future RFP or IFB, if any are issued.

Program Background & Proposed Collaboration of Services

DJJOY is responsible for the supervision and treatment of court-placed youth, from intake to facility programming and community service provision. DJJOY supports and monitors facility-based operations and programs, as well as community services and a range of community-based programs.

DJJOY is directly responsible for the operation, supervision, and management of 9 residential facilities and the treatment programs and services provided within the facilities and CMSO programs. DJJOY has 8 CMSOs and one satellite office responsible for the provision of services to youth and families from the first day of placement. CMSO staff provide support to the family while the youth is in residential placement and when the youth is released to community supervision, providing a continuum of services. CMSO case managers also provide case management support and community supervision for OCFS youth placed in voluntary agencies.

DJJOY operates residential facilities for juvenile delinquents and juvenile offenders. Youth entering limited secure or non-secure OCFS residential facilities have been adjudicated delinquent by family court, not criminal court, and are placed with OCFS for rehabilitative programming. Youth entering secure residential centers are in the most controlled and restrictive setting operated by OCFS, providing intensive programming for youth requiring this type of environment. The majority of youth admitted to secure facilities are sentenced as juvenile offenders, adolescent offenders, or juvenile offender/youthful offenders by the adult courts.

DJJOY must plan for the support and well-being of diverse youth, families, staff, and vendors. DJJOY is focused on fostering an environment where all youth are safe and cared for as needed, therefore, OCFS is seeking to enhance its system delivery of supportive services to LGBTQA+ youth in any setting DJJOY operates. This RFI is the first step in achieving the goal of contracting with a statewide network of training and service professionals to deliver current, best practice services to LGBTQA+ youth and train OCFS staff and stakeholders to create a safe, supportive environment that will best meet their needs.

Guidance to Respondents

DJJOY may use information obtained from responses to this RFI to make programmatic decisions and/or to develop a competitive procurement such as an RFP or IFB.

Any content that is proprietary and/or confidential must be clearly marked as such in the response. Failure to mark content as proprietary and/or confidential may result in its disclosure in the event a response is the subject of a Freedom of Information request under Public Officers Law Section 87. In any event, OCFS/DJJOY will determine, in its

sole discretion, appropriate disclosure in response to any Freedom of Information Law request. All materials submitted by a respondent shall become the property of NYS OCFS and may or may not be returned to the respondent, at the sole discretion of NYS OCFS.

OCFS may issue announcements amending this RFI in response to questions. Any revisions to the RFI will be posted to the New York State Contract Reporter website (<http://www.nyscr.ny.gov>) and to the OCFS public website funding opportunities page (<https://ocfs.ny.gov/main/contracts/funding/>).

OCFS may communicate with any and all third parties, about this RFI or otherwise, during the pendency of this RFI and/or following the receipt and consideration of RFI responses. This may be through email exchanges, phone discussions, meetings, demonstrations, and/or correspondence, and may be with an individual respondent, a subset of respondents, or all respondents. As RFI responses are reviewed, OCFS reserves the right to send follow-up clarification questions to respondents of further interest.

Requested Information

Please provide the following information electronically. You may provide the requested information as a completed attachment and/or in the body of an email.

- 1) Contact Information:
 - a. Name of individual responding
 - b. Name of agency/organization
 - c. Mailing address
 - d. Email address
 - e. Phone number
- 2) Describe your (or your organization's) mission statement or goal in providing services around the unique needs of LGBTQA+ youth.
- 3) What is your experience in delivering LGBTQA+ support services? What specific services have you offered previously? Have these services been provided recently?
- 4) What are your thoughts regarding services necessary to provide a safe and supportive atmosphere for LGBTQA+ youth, especially in out of home environments?
- 5) Describe proposed LGBTQA+ program design ideas and/or recommendations on how these services can effectively meet the needs of identifying and creating services that would provide support for OCFS youth and provide these services with an acknowledgement of the heightened levels of trauma and loss DJJOY youth have experienced. These services will be provided to all DJJOY youth whether they are in an OCFS facility or under OCFS community supervision.

- 6) Please provide a brief (500 words or less) history of your background and/or experience providing training or services to create safe, supportive, and inclusive atmospheres for LGBTQA+ youth to thrive. If responding on behalf of yourself or an agency, please indicate whether you or the agency have ever received funding from OCFS or other public sources to provide any of the above services.

Questions

Questions regarding this RFI should be submitted via email to the OCFS Procurement Unit at RFP@OCFS.NY.GOV prior to the due date and time noted above. Please submit your question with adequate time for response. OCFS recommends allowing at least five (5) business days. Be sure to put “**RFI # 1092 LGBTQA+ Supportive Services**” in the subject line. Late questions may not be addressed. Questions should not contain proprietary or classified information.

Deadline for Responses

All respondents should respond to this RFI with the information requested in the section entitled “Requested Information” no later than the deadline indicated on the first page of this announcement. Responses to this RFI must be made via email.

Method:	Send to:	Subject Line:
Email	RFP@OCFS.NY.GOV	RFI # 1092 LGBTQA+ Supportive Services