



Delegate Agency Solicitation #65257 (RFP)

**DFSS: Youth Services: Girls Thrive: A Culture Identity and Well-being Initiative
RFP**

Specification Number:1347282

Required for use by: DEPARTMENT OF FAMILY AND SUPPORT SERVICES

Bid/Proposal Submittal Date and Time: 12:00 PM Central Time, 07-JUL-2026

Deadline for Questions: 05:00 PM Central Time, 18-JUN-2026

Buyer: BLACK, JILLIAN

Email Address: jillian.black@cityofchicago.org

Phone Number:

Pre-Solicitation Conference Date and Time: 10:00 AM Central Time, 16-JUN-2026

Pre-Solicitation Conference Location: <https://us02web.zoom.us/join/96022828603>

Site Visit Date & Time: N/A

Site Visit Location: N/A

Please submit your response to:

<http://www.cityofchicago.org/eProcurement>
iSupplier vendor portal registration is required.
Allow 3 business days to complete registration.

BRANDON JOHNSON
MAYOR

Angela Green
Commissioner

Specification Number: 1347282

Type of Funding:

Title: DFSS: Youth Services: Girls Thrive RFP

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1 Header Information**1.1 General Information**

Title	DFSS: Youth Services: Girls Thrive RFP		
Description	DFSS: Youth Services: Girls Thrive: A Culture Identity and Well-being Initiative RFP		
Preview Date	09-JUN-2026 09:00:00	Open Date	09-JUN-2026 09:00:00
Close Date	12:00 PM Central Time, 07-JUL-2026	Award Date	Not Specified
Time Zone	Central Time	Buyer	BLACK, JILLIAN
Quote Style	Blind	Email	jillian.black@cityofchicago.org
Event	Delegate Agency	Outcome	Delegate Agency Blanket Agreement

1.2 Terms

Effective Start Date	Not Specified	Effective End Date	Not Specified
Ship-To Address	050-2005 FAMILY AND SUPPORT SERVICES 1615 W. CHICAGO AVE. 2ND FL. Chicago, IL 60622 United States	Bill-To Address	050-2005 FAMILY AND SUPPORT SERVICES 1615 W. CHICAGO AVE. 2ND FL. Chicago, IL 60622 United States
Payment Terms	IMMEDIATE	Carrier	
FOB		Freight Terms	
Currency	USD (US Dollar)	Price Precision	Any
Total Agreement Amount (USD)	Not Specified	Minimum Release Amount (USD)	Not Specified

1.3 Requirements

Contact Information
First Name Provide your answer below
Last Name Provide your answer below
Telephone Provide your answer below

Contact Information
E-mail Address Provide your answer below
Contact Type Provide your answer below
Organization Information
Legal Organization Name Provide your answer below
Address Provide your answer below
City Provide your answer below
State Provide your answer below

Organization Information
Zip Provide your answer below
Telephone Number Provide your answer below
Federal Employer Identification Number Provide your answer below
UEI Number Provide your answer below
Head of Agency Name Provide your answer below
Head of Agency Title Provide your answer below

Organization Information
Head of Agency Contact Telephone Provide your answer below
Head of Agency E-Mail Contact Provide your answer below
Chief Finance Officer Name Provide your answer below
Chief Finance Officer Title Provide your answer below
Chief Finance Officer Telephone Provide your answer below
Chief Finance Officer E-mail Provide your answer below

Organization Information
Website Address Provide your answer below
Year Org. Established Provide your answer below
The following four questions ask about your organization's leadership composition from two angles: race/ethnicity and geography. Your answers to these questions are not used to evaluate the strength of your proposal. The results of these questions allow DFSS to identify the reach and diversity of its applicant pool, and assess whether all potential applicant organizations in the City of Chicago are able to hear about and complete our RFPs, as well as allowing DFSS to provide further transparency to the public about the makeup of the organizations who apply for our programing. When it comes to assessing the racial and ethnic identity of organizational leadership, the applicant should ask the relevant staff to self-identify rather than assume someone's identity. Please acknowledge that you have read and understand the statement above. Circle one from the response values below: Yes No
An organization is considered "Black, Indigenous, and People of Color (BIPOC)-led" if their executive director identifies as BIPOC. For the purposes of this and the following question, BIPOC means "a person who checked the Black or African American, American Indian and Alaska Native, Asian, or Native Hawaiian and Other Pacific Islanders" race category or who answered Yes to the Hispanic Origin question on the 2020 United States Census. Given this definition, is the applying Agency considered BIPOC-led? Circle one from the response values below: No Yes
An organization is considered "Black, Indigenous, and People of Color (BIPOC)-run" if at least 50% of their Board of Directors, executive director, and senior leadership team identify as BIPOC. Given this definition, is the applying Agency considered BIPOC-run? Circle one from the response values below: No Yes
An organization is considered "community-led" if their executive director either lives or has lived in the neighborhood(s) or Community Area(s) in which the primary clients of this program will be served. Given this definition, is the applying Agency considered community-led? Circle one from the response values below: No Yes

Organization Information
An organization is considered “community-driven” if at least 50% of their Board of Directors, executive director, and senior leadership team either live or have lived in the neighborhood(s) or Community Area(s) in which the primary clients of this program will be served. Given this definition, is the applying Agency considered community-driven? Circle one from the response values below: No Yes
Attesting Uploads
Did you attach proof of current liability insurance? Circle one from the response values below: No Yes
Did you attach your current board member list? Circle one from the response values below: No Yes
Did you attach proof of your current SAM/Unique Identity ID number? Circle one from the response values below: No Yes
Did you attach your current certificate of good standing from the State of Illinois? Circle one from the response values below: No Yes
Did you attach your current bylaws and articles of incorporation? Circle one from the response values below: No Yes
Did you attach your most recent financial statement or audit? Circle one from the response values below: No Yes
Did you attach your IRS determination letter? Circle one from the response values below: No Yes
Did you attach the Fiscal policy and procedures for your organization? Circle one from the response values below: Yes No
Did you attach the curriculum requirements for your organization? Circle one from the response values below: Yes No
Did you attach an overview of the curriculum for your program?

Attesting Uploads
..... Circle one from the response values below: Yes No
I attest that I uploaded my budget using the provided City of Chicago template document. Circle one from the response values below: No Yes
Geographic Area(s) Served
Please provide the street number for your site address Provide your answer below
Please identify the street direction associated with your site street address. Provide your answer below
Please provide the street name. Provide your answer below
Please provide the city. Provide your answer below
Please provide site zip-code. Provide your answer below

Geographic Area(s) Served
In which ward is this site located? Provide your answer below
Please provide any additional wards outside of your corporate or site locations your organization provide services? Provide your answer below
Program Information
Please provide the title of your proposed program. Provide your answer below
Requested grant amount (annual) Provide your answer below
Number of participants to be served Provide your answer below
I attest that I have read the RFP. Circle one from the response values below: No Yes
Community Involvement
Describe the challenges for girls ages 13–19 in Chicago. Please include issues related to race, gender, sexuality, access to services (mental health, housing, physical health), transportation, employment, and

Community Involvement

safety. How ibis your agency addressing each of these issues directly.

Provide your answer below

Describe how your organization has developed the capabilities, experience, and infrastructure necessary to effectively serve self-identified girls ages 13–19 through a culturally responsive, gender-responsive, and holistic wellness program.

Provide your answer below

Please detail your current Diversity, Equity, Inclusion, and Access policies and explain current programming that is gender-responsive or targeted to girls ages 13-19, as it relates to self-identity, safety, well-being, and cultural identity. When it was approved by your board and how it is communicated to youth in programming, guardians/parents and staff should also be included in your response.

Provide your answer below

Organizational Capacity

Describe your agency's plan to recruit, hire, and retain qualified staff to deliver this program for self-identified girls ages 13–19. In your response, include: The types of roles you will hire (e.g., facilitators, staffs, program coordinators) and how these roles will support cohort-based, identity-affirming programming; Your criteria for selecting staff, contractors, and/or volunteers, including experience with positive youth development, trauma-informed care, gender-responsive programming, cultural identity development, and working with diverse populations (including LGBTQIA youth).

Provide your answer below

Please describe how your organization monitors program expenditures and ensures appropriate fiscal controls and records are in place. Please include staff/leadership, board involvement, and training. Please upload your fiscal policy to this application.

Provide your answer below

Organizational Capacity
Please describe your data collection and management practices (e.g. intake forms, consents, surveys, data share agreements), What is the process for keeping data secure, who is engaged in the process, where you store data, your ability to enter data in a timely manner, and your process for data quality assurance. Provide your answer below
Strength of Proposed Program
Describe the specific program model, services, and activities your agency will implement to deliver this initiative for self-identified girls ages 13–19. In your response, include: A clear description of your cohort-based program structure (e.g., duration, session frequency, group size, and format) over the required 12-week period; The types of activities and sessions you will deliver, including how the proposed curriculum relates to reflection, skill-building, peer connection, and identity-affirming dialogue; How your program integrates both holistic wellness (e.g., physical, emotional, social well-being) and cultural identity development in a meaningful and cohesive way; How your program will create safe, inclusive, and engaging spaces for girls, particularly those not currently connected to programming. Provide your answer below
Describe your strategy for recruiting self-identified girls ages 13–19 into this cohort-based, culturally responsive, holistic wellness program across the City of Chicago. In your response, include: How you will identify and intentionally reach girls who are not currently connected to services; Your outreach methodology, including specific strategies, settings, and partnerships; How your recruitment approach will build trust and credibility with youth and families, particularly in communities with historical or systemic barriers to service engagement; How will you ensure outreach is culturally responsive, gender-responsive, and inclusive of diverse identities (including LGBTIA+ youth); If using City Colleges or other post-secondary institutions, describe your plan for coordination, approvals, and implementation within those settings. Provide your answer below
In what ways will your agency partner or coordinate with other agencies to expand or improve services available to the target population in a client-centered, comprehensive way? Please give specific examples. Provide your answer below

Strength of Proposed Program
Describe your comprehensive safety plan for delivering cohort-based programming for self-identified girls ages 13–19. Your response should outline policies, procedures, and practices that ensure the physical, emotional, and psychological safety of participants and staff throughout program implementation. Provide your answer below
Performance Management and Outcomes
Please describe current performance outcomes for your girls programming. What are your outcomes? Who funds your program? What was the impact for girls? How was it measured and evaluated? What measures will you take to ensure you can meet the performance outcomes for this RFP. What challenges do you anticipate in meeting these outcomes. If you are not a current girls program provider, please provide data for a similar program model? Provide your answer below
Please describe how you leverage data to identify areas for improvement - tell us about a specific time your agency made a programmatic change based on data you collected. Describe briefly (a) the data used to identify the problem, (b) what steps your agency took to improve, and (c) the impact of these changes. Provide your answer below
Reasonable Costs, Budget Justification, and Leverage of Funds
Please provide a detailed plan regarding your cash flow and capacity to expend funds prior to reimbursement for this program (3 months). Please include line of credit information, and other grants that will be used to support this program. Provide your answer below
Please explain any key budget decisions you made for this grant (e.g., staffing, volunteers, training, transportation supports). Provide your answer below

Reasonable Costs, Budget Justification, and Leverage of Funds
City of Chicago Compliance Acknowledgement
Do you acknowledge the Compliance with Laws, Statutes, Ordinances and Executive Orders for the City of Chicago?
.....
Circle one from the response values below:
No
Yes
Conflict of Interest Questionnaire
Did you complete and attach the Conflict of Interest Questionnaire?
.....
Circle one from the response values below:
No
Yes

1.4 Attachments

Name	Data Type	Description
ATTACHMENT 01: RFP	File	

1.5 Response Rules

- ☐ Solicitation is restricted to invited suppliers
- ☒ Suppliers are allowed to respond to selected lines
- ☒ Suppliers are allowed to provide multiple responses
- ☐ Buyer may close the solicitation before the Close Date
- ☐ Buyer may manually extend the solicitation while it is open

2 Price Schedule**2.1 Line Information**

Display Rank As **No indicator displayed**
 Ranking **Price Only**
 Cost Factors **None**

Line	Item, Rev / Job	Target Quantity	Unit	Unit Price	Amount
1 0005 - Personnel		1	USD		
2 0044 - Fringe Benefits		1	USD		
3 0100 - Operating/Technical		1	USD		
4 0140 - Professional and Technical Services		1	USD		
5 0200 - Travel		1	USD		
6 0300 - Materials and Supplies		1	USD		
7 0400 - Equipment		1	USD		
8 0801 - Indirect		1	USD		
9 0999 - Other		1	USD		

2.2 Line Details**2.2.1 Line 1 0005 - Personnel**

Category	94855.DA.	Start Price (USD)	Not Specified
Shopping Category	Not Specified	Target Price (USD)	Not Specified
Minimum Release Amount (USD)	Not Specified		
Estimated Total Amount (USD)	Not Specified		

2.2.2 Line 2 0044 - Fringe Benefits

Category	94855.DA.	Start Price (USD)	Not Specified
Shopping Category	Not Specified	Target Price (USD)	Not Specified
Minimum Release Amount (USD)	Not Specified		
Estimated Total Amount (USD)	Not Specified		

2.2.3 Line 3 0100 - Operating/Technical

Category	94855.DA.	Start Price (USD)	Not Specified
Shopping Category	Not Specified	Target Price (USD)	Not Specified
Minimum Release Amount (USD)	Not Specified		
Estimated Total Amount (USD)	Not Specified		

2.2.4 Line 4 0140 - Professional and Technical Services

Category	94855.DA.	Start Price (USD)	Not Specified
Shopping Category	Not Specified	Target Price (USD)	Not Specified
Minimum Release Amount (USD)	Not Specified		
Estimated Total Amount (USD)	Not Specified		

2.2.5 Line 5 0200 - Travel

Category	94855.DA.	Start Price (USD)	Not Specified
Shopping Category	Not Specified	Target Price (USD)	Not Specified
Minimum Release	Not Specified		
Amount (USD)			
Estimated Total	Not Specified		
Amount (USD)			

2.2.6 Line 6 0300 - Materials and Supplies

Category	94855.DA.	Start Price (USD)	Not Specified
Shopping Category	Not Specified	Target Price (USD)	Not Specified
Minimum Release	Not Specified		
Amount (USD)			
Estimated Total	Not Specified		
Amount (USD)			

2.2.7 Line 7 0400 - Equipment

Category	94855.DA.	Start Price (USD)	Not Specified
Shopping Category	Not Specified	Target Price (USD)	Not Specified
Minimum Release	Not Specified		
Amount (USD)			
Estimated Total	Not Specified		
Amount (USD)			

2.2.8 Line 8 0801 - Indirect

Category	94855.DA.	Start Price (USD)	Not Specified
Shopping Category	Not Specified	Target Price (USD)	Not Specified
Minimum Release	Not Specified		
Amount (USD)			
Estimated Total	Not Specified		
Amount (USD)			

2.2.9 Line 9 0999 - Other

Category	94855.DA.	Start Price (USD)	Not Specified
Shopping Category	Not Specified	Target Price (USD)	Not Specified
Minimum Release	Not Specified		
Amount (USD)			
Estimated Total	Not Specified		
Amount (USD)			

CITY OF CHICAGO



**REQUEST FOR PROPOSALS (RFP) FOR
Girls Thrive: A Culture Identity and Well-being Initiative
RFP #65257**

**ISSUED BY:
CITY OF CHICAGO DEPARTMENT OF FAMILY AND SUPPORT SERVICES**

All proposals must be submitted via the eProcurement system.

<http://www.cityofchicago.org/eprocurement>

Questions concerning the RFP should be directed to:

Lisa Hampton
Senior Director, Youth Services Division
Department of Family and Support Services
1615 W. Chicago Ave, Chicago, Illinois 60622

**BRANDON JOHNSON
MAYOR**

**ANGELA J. GREEN
COMMISSIONER**

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Section 1 - Purpose of RFP and Scope of Services

The Chicago Department of Family and Support Services (DFSS) is seeking qualified providers with demonstrated experience designing and delivering cultural identity and holistic wellness programming for self-identified girls ages 13–19 across the City of Chicago. Proposed programming must be gender-responsive, culturally responsive, and grounded in positive youth development, with a focus on strengthening identity, well-being, and connection.

Note on language: youth will self-identify as female to participate in this program. For simplicity, female-identifying youth will be referred to as “girls” in this RFP. Self-identified as female refers to individuals who identify as girls or women, including cisgender and transgender individuals, as well as others who identify with girlhood or femininity, regardless of sex assigned at birth.

A. Organizational background

The DFSS Youth Services Division designs and funds programs and initiatives that leverage the assets and strengths of youth ages 6-24 in the City of Chicago to support their growth, development, and success. **Programs and initiatives offer an opportunity for improved skill building, relationship development, educational engagement and achievement, mentorship, and employment.** The needs of Chicago’s young people, identified from community and youth feedback, gap analysis, and national and local best practices, are the key drivers in informing the development of the division’s programming and continuously shape the Department’s priorities and goals. The Youth Services Division’s efforts and resources are focused on the needs of Chicago’s youth with an eye towards obtaining the greatest impact.

Department Mission and Priorities

As the City of Chicago’s primary social services funder and administrator, the Department of Family and Support Services (DFSS) manages a comprehensive, client-oriented human service delivery system that employs a holistic approach to improving the quality of life for our most vulnerable residents. DFSS administers resources and provides assistance and support to a network of over 350 community-based organizations. The DFSS mission is:

Working with community partners, we connect Chicago residents and families to resources that build stability, support their well-being, and empower them to thrive.

DFSS’ priorities are to:

- **Deliver** and support high quality, innovative, and comprehensive services that empower clients to thrive
- **Collaborate** with community partners, sister agencies, and public officials on programs and policies that improve Chicagoans’ lives and advance systemic change
- **Inform** the public of resources available to them through DFSS and its community partners
- **Steward** DFSS’ resources responsibly and effectively

For further information about services and opportunities offered through DFSS, please visit:

www.cityofchicago.org/fss

Commitment to Outcomes

DFSS’ [Commitment to Outcomes](#) represents a transition to a more results-oriented and data-driven approach to delivering services. In order to achieve better results for Chicagoans, DFSS seeks to clearly describe, measure, and report on outcomes; use these outcomes to support decision-making; and drive greater collaboration within DFSS as well as between DFSS and the delegate agencies we fund.

Promoting Equity

DFSS views equity as the unbiased, just distribution of resources, explicitly targeting and prioritizing groups who have the greatest need due to being systematically disenfranchised, particularly based on historic patterns of racial and economic exclusion, and using these resources to address present, past, and future injustices and their consequential burdens. Equity requires a reimagining of everyday practices to ensure that one’s identity does not determine one’s life outcomes.^{1 6} Several components of an equity-based approach have been embedded in

DFSS' Commitment to Outcomes. This can be demonstrated through the efforts of clearly defining outcome goals and identifying the target population, disaggregating data to identify areas for improvement, and creating more opportunities for engaging with delegate agencies. DFSS continues to embed an equity-centered approach throughout its work, from how services are delivered to how funding is distributed, and from how DFSS works with delegate agencies to how client data is managed. This work is evolving as we learn from best practices and leaders in the field to examine how we can integrate equity across all that we do.

Division Priorities

Building upon the City's rich history of providing human services to its most vulnerable residents, the DFSS Youth Services Division's programming occurs via three distinct portfolios: Prevention and Intervention, Youth Employment, and Enrichment.

The Prevention and Intervention Portfolio serves youth with complex needs between 10-21 youth engaged in high risk activities that may lead to being a victim or preparator of violence and trauma, contact with law enforcement or engaged in the criminal court system, and other factors such as unstably housed, or in need of mental health supports and services.

While this RFP is positioned as a low-level prevention model, it is intended to strengthen protective factors and reduce early indicators of risk, including social isolation, low-self-esteem, and lack of connection to supportive systems.

B. Program description

DFSS is seeking qualified organizations to implement a cohort-based program for self-identified girls ages 13–19 across the city of Chicago. This initiative is designed to strengthen cultural identity, wellness, build confidence, and foster a sense of belonging while addressing early indicators of health and social risk that may impact long-term stability and well-being.

The program responds to a critical gap in prevention services by offering culturally responsive, gender-specific spaces that center the unique experiences of girls. Through a holistic wellness approach, participants will engage in cohort-based programming that supports social-emotional development, promotes positive identity formation, and strengthens connections to supportive peers, trusted adults, and community-based resources.

This model emphasizes early intervention and intentional engagement of girls not yet connected to services, equipping them with the skills, awareness, and support systems necessary to navigate challenges, strengthen resilience, and thrive.

Key terms:

Gender self-identification: Self-identified girls are individuals who identify their gender as female, independent of sex assigned at birth. This approach emphasizes personal identity and recognizes that gender is defined by the individual, without the need for external verification or documentation.

Cultural identity framework: A cultural identity framework for girls involves navigating intersecting factors like ethnicity, gender, and social context, which are constructed through relationships with family, peers, and media.

Gender-responsive approach: Gender-responsive approaches are essential for recognizing and addressing the unique needs and experiences of girls involved with trauma (e.g. unstable home environments, mental health needs, structural inequities, and a lack of supportive healthy relationships).

Holistic wellness framework: An integrated approach to health that treats the whole person: mind, body, and spirit rather than just symptoms. Rather than waiting for illness, a holistic approach focuses on long-term prevention and sustaining positive habits.

Positive youth development: A strengths-based approach that supports youth in building skills, confidence, and leadership through meaningful engagement in their communities, schools, and relationships. It promotes positive outcomes by fostering supportive connections and opportunities for growth.

Gender-based Violence (GBV): A significant public health issue driven by gender inequality, power imbalances, and harmful social norms. It includes forms of harm such as sexual harassment, sexual assault, domestic violence, and exploitation. GBV can occur at any stage of life and is associated with serious impacts on mental, emotional, and physical well-being, particularly for youth and marginalized populations.

Risk Factors: Risk factors are conditions or experiences that increase the likelihood of negative outcomes for youth. These include influences such as trauma, low self-esteem, social isolation, and limited access to support that can impact a young person's well-being if not addressed.

Protective Factors: Protective factors are conditions and supports that reduce risk and promote healthy development. These include strong relationships, cultural identity, resilience, and access to resources that help youth navigate challenges and achieve positive outcomes.

C. Program Goals

Girls across Chicago experience a range of interconnected risk factors, including low self-esteem, exposure to trauma, peer pressure, and limited access to culturally responsive, gender-specific supports, that can negatively impact their long-term health, stability, and sense of identity. Without early, intentional intervention, these challenges may contribute to disengagement, poor mental health outcomes, and limited connection to community and opportunity.

In response, proposed programming must be gender-responsive and grounded in a positive youth development framework that supports the holistic well-being of girls. Services must address physical, mental, and emotional health while intentionally fostering cultural identity, confidence, and belonging.

Providers will be expected to deliver a structured, cohort-based curriculum over a three-month period that guides participants through reflection, skill-building, and connection. Programming must equip girls with the tools, resources, and supports to assess areas of strength and areas for growth in their lives, strengthening self-awareness and overall well-being.

Through this process, participants will deepen their understanding of self, build critical social-emotional skills, strengthen their sense of cultural identity, and increase connection to supportive peers, trusted adults, and community-based resources. The program should prioritize engagement of girls who may not already be connected to services, ensuring equitable access to supportive, identity-affirming spaces that promote resilience and long-term stability.

The program aims to achieve:

- **Strengthen cultural identity and self-awareness** by supporting participants in exploring their values, experiences, and sense of belonging, resulting in increased identity affirmation and personal agency
- **Increase confidence, self-esteem, and emotional regulation skills** by equipping participants with practical tools to manage stress, navigate challenges, and make informed, healthy decisions
- **Foster meaningful peer relationships and community connection** through cohort-based engagement that builds trust, reduces social isolation, and connects participants to positive peer networks and supportive adults
- **Increase protective factors** by promoting belonging, resilience, and access to culturally responsive resources and supports

- **Decrease key risk factors** associated with negative long-term outcomes, including:
 - Low self-esteem and limited self-worth
 - Social isolation and lack of positive peer support
 - Unaddressed trauma and emotional distress
 - Negative peer influence and pressure
 - Limited access to supportive, identity-affirming spaces and services

Theory of Change

Self-identified girls often lack access to safe, affirming environments that reflect their lived experiences and support their development. Without consistent opportunities to explore identity, build trust, and access supportive relationships, gaps in emotional well-being, cultural identity, and community connection can widen over time. These gaps can limit engagement in school, community, and other positive pathways, increasing vulnerability to negative outcomes.

This initiative is grounded in an upstream prevention model, which prioritizes early, proactive investment in youth before challenges escalate into crises. By providing culturally responsive, identity-affirming spaces and structured wellness programming, the model addresses root causes rather than symptoms. It creates consistent opportunities for girls to build self-awareness, strengthen coping strategies, and access supportive peers and trusted adults, all within a developmentally appropriate and gender-responsive framework.

As part of the City's broader social safety net, DFSS plays a critical role in ensuring that youth have access to preventive, community-based supports that promote stability and well-being. This initiative advances that role by expanding access to services for girls who may not otherwise be connected to care, strengthening pathways to resources, and reinforcing community-based systems of support. By investing early and intentionally, the program helps reduce future reliance on crisis-driven interventions and contributes to stronger, more connected communities across Chicago.

Goal: Strengthen girls' sense of identity, confidence, and belonging through culturally responsive, holistic wellness programming.				
Problem Statement: Many girls ages 13–19 lack access to culturally responsive, inclusive, and affirming spaces that support identity development and overall well-being. Without these supports, youth may experience challenges related to self-awareness, confidence, emotional regulation, and connection to community, limiting their ability to thrive and successfully transition into adulthood.				
Inputs	Activities	Outputs	Outcomes (Short-to Mid-Term Changes)	Impact (Long-Term Change)
Safe, accessible, and culturally affirming program spaces	Deliver structured, cohort-based programming over a three-month period	Number of cohorts implemented	Improved confidence and emotional regulation skills	Increased sense of belonging, confidence, and overall well-being among participants
Structured, gender-responsive, culturally responsive, wellness responsive curriculum	Facilitate guided self-reflection, identity exploration, and skill-building sessions	Number of participants enrolled, regularly attending, and completing the program	Stronger, positive peer relationships	Stronger connection to cultural identity and community
Trained facilitators and program staff	Provide opportunities for	Number of sessions delivered per cohort	Increased connection to community and supportive resources	Increased engagement in education, leadership, and other positive opportunities that support long-term stability and success

with experience in youth development	peer connection and group dialogue	Participant feedback collected through surveys, reflections, or assessments		
Partnerships with community-based resources and service providers	Connect participants to community resources and supportive service	Number of referrals or connections made to additional resources		
Program materials and tools to administer surveys	Administer pre- and post-assessments			

Use of Best Practices

DFSS designed this program to advance youth development and wellness strategies proven to strengthen identity development, enhance social-emotional well-being, and drive positive outcomes for girls. The model allows for girls to explore their sense of self and the intersectionality of race, ethnicity, community, wellness, and self-esteem.

To support this approach, programming must be grounded in a comprehensive understanding of wellness. A holistic wellness framework¹ is an integrated approach to health that treats the whole person. There are eight pillars of holistic wellness emphasizing that multiple, interdependent dimensions (such as emotional, ecological, financial, intellectual, occupational, physical, social, and spiritual) must be balanced to achieve optimal well-being, as neglecting one area often impacts others. There are often six to eight dimensions of the framework. **Applicant should identify and propose a curriculum that is grounded in a holistic wellness framework.**

Building on this, a strong sense of identity is central to overall wellness and development. A cultural identity framework for girls involves navigating intersecting factors like ethnicity, gender, and social context. Key frameworks emphasize that identity for girls is fluid, evolving through personal, social, and structural influences, including race, religion, and socioeconomic status. The **Addressing** model is a framework that facilitates recognition and understanding of the complexities of individual identity. Consideration of **Age, Developmental Disabilities, Acquired Disabilities, Religion, Ethnicity, Sexual orientation, Socioeconomic status, Indigenous group membership, Nationality, and Gender** contributes is essential to a comprehensive understanding of cultural identity.²

In addition to identity and wellness, programming must intentionally address gender-specific experiences and disparities to effectively support girls. Gender-responsive approaches provide equitable services by accounting for gender diversity and the distinct challenges girls face, leading to more meaningful outcomes. Recent data from the University of Illinois Urbana-Champaign³ shows that LGBTQIA+ youth experience significantly higher rates of bullying, harassment, and violence than their peers, underscoring the heightened risks faced by girls and gender-diverse youth. Despite this, violence prevention services have historically been designed with young men and boys in mind, leaving critical gaps in support for girls and LGBTQIA+ youth.

¹ University of Michigan. (n.d.). *Model of well-being*. [Model of well-being](#).

² Ohio University. (n.d.). *The ADDRESSING model*. <https://www.ohio.edu/cas/psychology/addressing-model>.

³ University of Illinois Urbana-Champaign. (2021, May 13). *Youths with diverse gender identities bullied three times more often than peers, study finds*. <https://grad.illinois.edu/news/youths-diverse-gender-identities-bullied-three-times-more-often-peers-study-finds>.

These gaps are especially concerning given the prevalence of community violence in girls’ daily lives. In focus groups conducted by Sinai Urban Health Institute⁴, girls described persistent fear for their safety when “walking alone, riding the bus, or being at a party” (Sinai Urban Health Institute, 2025), illustrating how routine activities are shaped by threat and vulnerability. Such experiences not only increase exposure to violence but also contribute to ongoing trauma, reinforcing the need for programming that directly addresses girls lived realities⁵. Sinai Urban Health Institute also reports that:

- Over 50% of girls have witnessed or been a victim of community violence
- Black and Latina girls are more likely to have witnessed or been a victim of community violence
- Black girls have the highest proportion of exposure to violence, while white girls have the lowest; despite their lower levels of exposure, white girls are the most likely to report skipping at least one day of school in the last month due to safety concerns (74%)
- Younger girls are more likely to skip at least one day of school due to feeling unsafe at or traveling to or from school

Applicants should design their curriculum to incorporate multiple dimensions of cultural identity within a holistic wellness framework, enabling participants to deepen self-awareness and strengthen their understanding of who they are.

Target Population and Recruitment

This initiative serves self-identified girls ages 13–19 across Chicago. Priority should be given to those not currently engaged in services, including girls facing housing instability, caregiving responsibilities, or other barriers to participation.

Applicants are encouraged to partner with community-based organizations, family shelters, workforce and social service providers, and higher education institutions (e.g., City Colleges of Chicago) to support recruitment.

D. Program Activities and Requirements

MODEL STRUCTURE	• <i>Providers must serve self-identified girls ages 13–19 residing in the City of Chicago</i> • <i>Providers must implement intentional recruitment strategies that prioritize youth who are not currently engaged in services and may face barriers to participation</i> • <i>Deliver a cohort-based program model over a minimum of 12 consecutive weeks (3 months), aligned with a structured curriculum grounded in holistic wellness and cultural identity development</i> • <i>Each cohort must serve 20–60 participants</i> ○ <i>Group size, program dosage (hours per week), and groups should be appropriate and aligned with the curriculum</i> • <i>Programming must be grounded in a holistic wellness framework that integrates physical, mental, emotional, and social well-being</i>
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⁴ Sinai Urban Health Institute & Sinai Chicago. (2025). Empower Your Voice: Research findings on the mental well-being of Chicago girls <https://www.sinaichicago.org/wpcontent/uploads/2025/03/EmpowerYourVoiceReport.pdf>.

⁵ Coalition on Urban Girls. (2025). *Are the girls well?: Reimagining well-being for urban girls in Chicago*. <https://1f7db2cc-62e3-4a42-aaea->.

	• <i>Programming must intentionally center and affirm diverse cultural identities, supporting participants in developing self-awareness and a deeper understanding of who they are</i> • <i>Programming must be gender-responsive, culturally responsive, and grounded in positive youth development principles</i> • <i>Programming must be conducted outside of primary and secondary school time (before school, after school)</i> • <i>Access or referrals to supportive services and resources, as needed</i>
CULTURAL IDENTITY AND WELLNESS CURRICULUM: <i>An overview of the curriculum is required to be considered for this opportunity.</i>	• <i>The curriculum must be structured for girls ages 13–19 and integrate holistic wellness with cultural identity development</i> • <i>The curriculum must include sequenced opportunities for reflection, skill-building, and peer engagement across all cohorts</i> • <i>The curriculum must incorporate activities that support cultural identity exploration, self-awareness, confidence-building, and healthy relationship development, including education on gender-based violence (GBV)</i> • <i>The curriculum must embed social-emotional learning, including emotional regulation, communication, and relationship-building skills</i> • <i>The curriculum must include structured opportunities for peer connection, community-building, and identity-affirming dialogue</i> • <i>The curriculum must incorporate practices that foster safe, inclusive, and supportive spaces for discussion, expression, and personal growth</i>
STAFFING:	• <i>DFSS will allow the applicant to explain their staffing pattern for this model and how they plan to support staff in the design and implementation of the model</i> • <i>Applicants should be able to explain the background of the staff chosen for this model and their alignment with gender responsiveness, holistic wellness, and cultural identity programming</i> ○ <i>Staff must have relevant experience in youth development, trauma-informed practices, and working with diverse populations</i> • <i>Providers must ensure appropriate staff-to-youth ratios to maintain safety, engagement, and program quality</i>

RESOURCES AND CONNECTIONS:	• <i>Providers must identify participant needs and ensure timely referrals to appropriate services</i> ○ <i>Providers are not expected to provide case management but must implement active referral practices, including warm handoffs, when appropriate</i> • <i>Providers must maintain awareness of and connections to the broader youth service ecosystem, including CYOC partners, to support effective referrals</i> • <i>Providers may offer supportive resources that align with program goals and reduce barriers to participation, such as transportation assistance, incentives for participation, hygiene and emergency supplies, and program materials</i>
PARTICIPATION EXPECTATIONS	• <i>Providers must maintain consistent participant engagement throughout the 12-week (3 months) program cycle</i> • <i>Programs must include regular attendance tracking and strategies to support retention and ongoing participation</i> • <i>Participation must be meaningful, developmentally appropriate, and responsive to participant needs</i>
DATA ENTRY AND REPORTING	• <i>Providers must collect, maintain, and report all required program and performance data in alignment with DFSS guidelines</i> • <i>Providers must utilize structured assessment methods (e.g., pre/post surveys, reflections, or validated tools) to track participant progress provided by DFSS</i> • <i>Programs must align with DFSS's Commitment to Outcomes, including tracking progress related to identity development, confidence, and community connection</i> • <i>Providers must participate in DFSS-led evaluation, learning, and continuous improvement activities and use performance data to inform program adjustments</i> • <i>Providers must ensure compliance with all DFSS policies, reporting requirements, and program timelines</i>

E. Program Budget

Delegates should anticipate direct costs per participant of approximately \$2,300 per youth. Applicants should develop a budget using the template provided in the application for programming for 20-60 girls.

- Budget should be realistic for the programming required. This includes a staffing pattern to execute the deliverables.
- Budget categories: program materials & supplies, snacks, transportation, and indirect costs capped at 15%. Indirect cost allocations can be used for administrative personnel, fringe benefits, operating/technical costs, and/or professional/technical services.

Below are tables reflecting a 20–60 youth per awardee structure at the \$2,300 per participant rate.

Estimated Award Structure (10–20 Providers)*Participants per Awardee*

20 youth

40 youth

60 youth

Estimated Award Size

\$46,000

\$92,000

\$138,000

Low Cohort Example (20 Youth | \$46,000 Total)

Category	Description	Amount
Personnel	Up to 2 staff (part-time or shared FTE)	\$26,000
Supplies	Program materials and activities	\$6,000
Participant Costs	Direct services and supports	\$12,000
Admin/Indirect	Reporting, compliance, operations	\$2,000
Total		\$46,000

Mid Cohort Example (40 Youth | \$92,000 Total)

Category	Description	Amount
Personnel	Up to 2 staff	\$52,000
Supplies	Program materials and activities	\$10,000
Participant Costs	Direct services and supports	\$25,000
Admin/Indirect	Reporting, compliance, operations	\$5,000
Total		\$92,000

High Cohort Example (60 Youth | \$138,000 Total)

Category	Description	Amount
Personnel	Up to 2 staff	\$80,000
Supplies	Program materials and activities	\$15,000
Participant Costs	Direct services and supports	\$35,000
Admin/Indirect	Reporting, compliance, operations	\$8,000
Total		\$138,000

Please note that the City of Chicago will make payments for services on a reimbursement basis and there are no advances for these services. The Applicant is required to incur and pay expenses before seeking reimbursement from the City. Delegates must have the capacity to expend funds prior to reimbursement (up to 3 months). This financial capacity can include set-aside internal funds, lines of credit, or other grants that will be used to support this program.

Service Coordination

DFSS recognizes that many of the youth and emerging adults we serve have needs beyond the scope of what we fund delegates to provide. DFSS is interested in supporting strategies to improve coordination and collaboration across service delivery silos to enhance outcomes for these clients. Through engagement with current delegates across divisions, as well as within the Community Service Centers, DFSS has identified several coordination practices that delegates are encouraged to incorporate, as appropriate. These practices include:

- Systematically identifying youth who may face challenges accessing needed resources independently and providing enhanced coordination support to those clients
- Using warm handoffs strategies when making referrals, such as developing a clear action plan for next steps, assisting youth in contacting service providers to schedule appointments, or accompanying youth to intake appointments
- Proactively working with service providers following referrals to help youth overcome barriers to engagement and/or retention

Referrals and Connection to the Youth Service Ecosystem (Chicago Youth Opportunity Collaborative, CYOC)

Providers may refer participants to the broader youth service ecosystem if additional resources are identified, including the My CHI. My Future. Chicago Youth Opportunity Collaborative (CYOC) and other relevant community-based and City-supported services

Participants may have needs that extend beyond the scope of this program, including but not limited to mental health support, housing instability, educational support, workforce engagement, and exposure to violence or trauma related resources. Providers are responsible for identifying these needs and facilitating timely and appropriate connections to services.

Referrals must be active and intentional based on the youth's needs. Providers are expected to utilize warm handoff strategies, which may include assisting participants in scheduling appointments, facilitating initial contact with service providers, and conducting follow-up communications to reduce barriers to engagement and improve service uptake. Providers should maintain a strong working knowledge of available youth-serving systems and demonstrate established or developing relationships with CYOC partners and other relevant service providers to ensure effective referral pathways.

At a minimum, providers must:

- Identify participant needs that require additional coordination or supportive services
- Make timely, intentional referrals to appropriate youth-serving providers based on participant needs
- Utilize warm handoff strategies to support successful referrals
- Provide follow-up support, when feasible, to reduce barriers to engagement and improve service uptake
- Maintain accurate documentation of referrals, follow-up actions, and outcomes, as required by DFSS
- Coordinate referral efforts across service providers to ensure effective and continuous service linkage

Including tracking:

- Number of participants identified as having additional service needs
- Number of referrals made
- Number and/or percentage of successfully connected to services

DFSS emphasizes that strong coordination with the youth service ecosystem is a core component of this program model and essential to supporting holistic outcomes for participants.

DFSS acknowledges that effective service coordination may require involvement beyond frontline program staff, including support from supervisors and organizational leadership. To ensure successful implementation, DFSS may convene delegate agencies to provide guidance, coordination, and additional support around referral and service connection efforts.

F. Performance measures

DFSS is committed to ensuring programs are implemented with quality, consistency, and measurable impact. Performance measures are designed to assess both program delivery and participant outcomes, ensuring alignment with program goals and supporting continuous improvement. Providers will be expected to track, report, and use data to demonstrate progress, inform decision-making, and strengthen program effectiveness over time.

Providers must utilize structured assessment methods (e.g., pre/post surveys, validated tools, facilitator assessments, participant reflections) and clearly describe how outcomes will be measured.

To monitor and recognize intermediate progress towards performance indicators, DFSS will track the following output metrics, including but is not limited to:

- Number of participants enrolled (target range: 20–60, as proposed by applicant)
- Number of cohorts implemented (as proposed by applicant)
- Minimum enrollment target per cohort (to be determined by DFSS)
- Number and percentage of participants who complete the program
- Average weekly hours of participation per cohort
- Participant demographics tracked (e.g., race, age, school enrollment status, employment status, housing status)
- Number of participants identified as needing additional supportive services
- Number of referrals made to external services (e.g., mental health, housing, education, workforce, GBV-related supports)
- Number and percentage of participants who successfully connect to referred services, when applicable
- Number of program sessions delivered per cohort
- Percentage of cohorts completing programming within the required timeframe (minimum three months)
- Participant feedback collected through surveys, focus groups, and/or reflective activities

To track progress toward achieving the program's output and outcome goals and to assess success, DFSS will monitor a set of performance indicators, including but not be limited to:

- 80% of participants demonstrate increased understanding of and pride in their cultural identity
- 75% of participants report an increased sense of belonging (e.g., culture, school, community, family)
- 70% of participants demonstrate improvement in at least two domains of well-being (physical, emotional, mental, or social)
- 70% of participants demonstrate improved communication, relationship-building, or conflict resolution skills
- 70% of participants report increased self-esteem and confidence
- 80% of enrolled participants complete the full cohort program
- Participants attend at least 75% of scheduled program sessions
- 70% of participants demonstrate increased ability to make healthy decisions and navigate challenges
- 85% of participants report satisfaction with program quality and relevance

DFSS will use these measures to:

- Monitor program effectiveness and fidelity

- Identify high-performing models and areas for improvement
- Ensure accountability for public funding
- Support ongoing funding decisions and program sustainability

In addition to the performance indicators and output metrics listed above, DFSS reserves the right to change or update performance measures over the life of this contract. DFSS encourages Respondents to propose additional indicators and metrics, including those that demonstrate early success and are indicative of girls' progress.

Program Requirements

Providers must deliver a structured, cohort-based program over a minimum three-month period, aligned with a holistic wellness and cultural identity framework. In addition, providers must deliver programming that is gender-responsive, culturally responsive, and wellness responsive (addresses participants' physical, mental, emotional, and social well-being).

- Incorporate identity exploration, skill-building, and opportunities for peer connection throughout all cohorts
- Implement intentional, inclusive recruitment and retention strategies, prioritizing girls who are not currently connected to services
- Deliver programming in safe, accessible, and affirming locations, such as community service centers and Chicago Public Library branches, and maintain appropriate staff-to-participant ratios to support engagement and safety
- Employ qualified staff with experience in youth development and working with girls, and provide ongoing training in trauma-informed and gender-responsive practices
- Maintain consistent attendance tracking, participant engagement practices, and conduct regular assessments (e.g. pre/post surveys, reflections) to monitor progress
- Collect, maintain, and report all required program data in alignment with DFSS performance measures and guidelines
- Identify participant needs and provide active referrals and warm handoffs to appropriate services, while maintaining connections to the broader youth service ecosystem, including the Community Youth Opportunity Collaborative ("CYOC"), when appropriate
- Participate in DFSS-led evaluation, learning, and continuous improvement activities, and use performance data to inform program adjustments
- Ensure compliance with all DFSS policies, reporting requirements, and program timelines

G. Contract management and data reporting requirements

As part of DFSS' commitment to become more outcomes-oriented, the Youth Services Division seeks to actively and regularly collaborate (such as periodic meetings) with delegate agencies to review program performance, learn what works, and develop strategies to improve program quality throughout the term of the contract. Reliable and relevant data are necessary to ensure compliance, inform trends to be monitored, evaluate program results and performance, and adjust program delivery and policy to drive improved results. As such, DFSS reserves the right to request/collect other key data and metrics from delegate agencies and set expectations for what this collaboration, including key performance objectives, will look like in any resulting contract.

Upon contract award, delegate agencies will be expected to collect and report client-level demographic, performance, and service data as stated in any resulting contract. These reports must be submitted in a format specified by DFSS and by the deadlines established by DFSS.

Delegate agencies must implement policies and procedures to ensure privacy and confidentiality of client records for both paper files and electronic databases. Delegate agencies must have the ability to submit reports electronically to DFSS. The City's Information Security and Information Technology Policies are located at https://www.chicago.gov/city/en/depts/dti/supp_info/information-security-policy.html

Insurance

Respondent, if selected, shall register with the City's online insurance certificate portal using the designated email registration link provided below. Respondent shall provide a current and valid email address for both the contractor and the contractor's insurance agent or provider. The Selected Respondent is responsible for ensuring the submission of a certificate of insurance (COI) through the City's online insurance certificate portal prior to award of a contract.

A Respondent selected for contract negotiation and award who fails to fulfill the requirement to register and submit a COI through the City's online insurance certificate portal may be deemed nonresponsive and the City may choose to instead engage a different Respondent for contract negotiation. If a Respondent is unable to register and submit the COI through the City's online insurance certificate portal and instead submits a printed insurance certificate prior to contract award, the City may accept a paper COI provided that written justification is provided explaining the Respondent's good faith efforts to comply with the terms of this section and the reasons why the submission could not be completed. Instructions for registering and submitting COIs are available at the following URL: <http://www.cityofchicago.org/COI>

Along with their proposal, all respondents must submit their proposed budget using the City of Chicago template attached to eProcurement.

Indirect costs will be capped at 15% (federal *de minimis*) unless otherwise indicated by a federally approved indirect cost rate letter. Administrative costs that cannot be charged as directly related to the program must be covered by your indirect costs.

H. Anticipated term of contract and funding source

The term of contract(s) executed under this RFP will be from September 1, 2026, to December 31, 2027. Based on need, availability of funds and contractor performance, DFSS may extend this term for up to three (3) one-year terms. Continued support will be dependent upon the selected Respondent's performance and the continued availability of funding. **Contracts will range from \$2,300.00-\$230,000.00. The total grant funding amount is \$2,400,000.00.** DFSS anticipates funding 10-20 contracts. **This contract will operate on a reimbursement basis only. No advances will be given. Please note that awards in 2026 may be prorated in the final award announcement.**

This initiative is administered by DFSS through Corporate funds. Consequently, all guidelines and requirements of DFSS, the City of Chicago, and the Girls Thrive Program must be met. Additionally, all delegate agencies must comply with the Single Audit Act if applicable.

Should a selected Respondent's contract be terminated or relinquished for any reason, DFSS reserves the right to return to the pool of Respondents generated from this RFP to select another qualified Respondent.

Section 2 – Eligibility, Evaluation and Selection Procedures

A. Eligible respondents

This is a competitive process open to all entities: non-profit, for-profit, faith-based, private and public, all units of government and sister agencies. Respondents may apply as a single agency or in partnership with multiple agencies, where one agency serves as the lead agency for the partnership and other agencies serve as subcontractors of the lead agency.

Subcontracted agencies must demonstrate competence to implement programmatic elements whereas lead agencies must also demonstrate financial strength and ability to comply with all administrative requirements outlined in the RFP.

If a respondent collaborates with other organizations to provide programming, they must provide a current Memorandum of Understanding (MOU) or Linkage Agreement. The successful respondent(s) to this RFP will be considered a Subrecipient organization, for the purposes of federal grants guidance, and must follow applicable regulations under 2 CFR 200 guidance and other federal standards. **To comply with this guidance, any entity that does not hold nonprofit status may not earn a profit for work conducted under this award.**

Respondents must demonstrate their fiscal capacity to ensure it can manage the DFSS reimbursement process for the Girls Thrive Program. This includes information on access to a line of credit, maintaining cash flow for reimbursements to manage the program costs, specifically administering payroll to program staff.

Respondents who are current DFSS delegates whose existing contract(s) with DFSS **are not in good standing** will not be considered. Agencies not eligible include those that have had a city contract terminated for default; are currently debarred and/or have been issued a final determination by a city, State or Federal agency for performance of a criminal act, abridgement of human rights or illegal/fraudulent practices. This includes the DFSS High Risk List for program and fiscal findings, a current active performance improvement plan that has not been resolved.

All successful respondents to this RFP will be required to undergo assessment of risk potential in accordance with Uniform Guidance. Program staff will monitor subrecipient performance to ensure compliance with grant standards and successful program implementation. The selected organization will serve as a Delegate Agency for the City of Chicago, which is synonymous at the federal level with "Subrecipient" or "Subawardee" for the purposes of alignment with federal grant guidance.

Funding is subject to the availability and appropriation of funds. In addition, Respondents should be aware that the City will make payments for services on a reimbursement basis. Payment will be made 30-45 days after voucher approval. Selected Respondents must be able to proceed with program operations upon award notification.

B. Evaluation process

Each eligible proposal will be evaluated on the strengths of the proposal and the responsiveness to the selection criteria. DFSS reserves the right to consult with other city departments during the evaluation process. Successful Respondents must be ready to proceed with the proposed program within a reasonable period of time upon contracting (three months or less).

Failure to submit a complete proposal and/or to respond fully to all requirements will cause the proposal to be deemed unresponsive and, therefore, subject to rejection. The Commissioner upon review of recommended agency(ies) may reject, deny or recommend agencies that have applied for grants based on previous performance and/or area need.

DFSS reserves the right to ensure that all mandated services are available citywide and provided in a linguistically and culturally appropriate manner.

C. Application guidance for respondents

Applicants can only submit one application for this grant opportunity. Proposals that do not include a curriculum overview will be deemed non-responsive and **will not be evaluated**.

Required Demonstrations

Respondents must clearly describe their capacity and approach to designing and implementing a cohort-based program for girls ages 13–19 that is gender-responsive, culturally responsive, and grounded in positive youth development, with a focus on strengthening identity, well-being, and connection. Proposals must demonstrate the ability to effectively engage girls across Chicago, including those not currently connected to services, and deliver structured, identity-affirming programming that supports social-emotional well-being, fosters connection, and promotes long-term positive outcomes.

Applicants must provide a summary of their curriculum (at least two pages with appropriate links for review). An application without this attachment will be disqualified.

Community Involvement

Respondents must demonstrate a strong understanding of the target population and meaningful engagement with youth and community stakeholders. The Department seeks organizations with demonstrated experience working with girls and the ability to build trust, relevance, and connection through culturally responsive and gender-affirming approaches.

At minimum, Respondents must:

- Demonstrate a clear understanding of the strengths, assets, needs, and challenges of girls ages 13–19 in Chicago
- Demonstrate ongoing engagement with youth and community stakeholders to inform program design and delivery
- Demonstrate experience working with girls, including those not currently engaged in services
- Demonstrate a commitment to gender-responsive and LGBTQIA+ affirming practices
- Demonstrate how leadership and staff reflect and/or are responsive to the communities served
- Describe strategies to ensure inclusive and equitable access to programming across diverse populations

Respondents must demonstrate the organizational infrastructure, staffing, and operational systems necessary to effectively implement and manage the proposed program. The Department seeks organizations with demonstrated experience delivering youth development programming that is culturally responsive and aligned with wellness and identity development.

At minimum, Respondents must:

- Identify key program, supervisory, and management staff responsible for program implementation and oversight
- Describe staff qualifications, experience, and alignment with youth development, holistic wellness, and cultural identity programming
- Demonstrate sufficient staffing levels and appropriate staff-to-participant ratios to ensure safe and effective program delivery
- Provide a staffing plan that outlines roles, responsibilities, and supervision structure
- Demonstrate organizational capacity to recruit, hire, and retain qualified staff
- Describe internal systems for financial management, oversight, and accountability
- Demonstrate organizational capacity for data collection, monitoring, reporting, and continuous quality improvement

Strength of Proposed Program

Respondents must present a clear, structured, and feasible program model aligned with the requirements of this RFP. Proposed programming must be intentional, developmentally appropriate, and designed to support identity development, wellness, and meaningful engagement.

At minimum, Respondents must:

- Clearly define the proposed program model, including cohort structure, schedule, and service delivery approach aligned with the required three-month timeframe
- Describe the selected curriculum and its appropriateness for girls ages 13–19
- Demonstrate alignment with required frameworks, including holistic wellness, cultural identity development, gender-responsive approaches, and positive youth development
- Provide a clear strategy for recruitment, engagement, and retention, particularly for girls not currently connected to services
- Distinguish between structured and flexible program components, demonstrating intentional program design
- Describe how program activities align with and support intended participant outcomes
- Describe how programming creates safe, inclusive, and identity-affirming environments for participants
- Identify strategies to reduce barriers to participation and support consistent engagement
- Describe how partnerships and community connections enhance program delivery and the participant experience

Performance Management and Outcomes

Respondents must demonstrate a clear, realistic, and measurable approach to tracking program performance and participant outcomes. The Department seeks organizations that can effectively use data to monitor progress, improve programming, and ensure accountability.

At minimum, Respondents must:

- Propose clear performance metrics aligned with DFSS expectations, including participation, retention, skill development, and well-being outcomes
- Describe methods for measuring outcomes using defined tools such as pre/post assessments, surveys, or participant reflections
- Demonstrate experience using data to inform program improvement and decision-making
- Outline systems and processes for collecting, managing, and reporting participant and performance data
- Describe the approach to tracking referrals and connections to external services, when applicable

Budget and Cost Effectiveness

Respondents must propose a clear, reasonable, and feasible budget that aligns with the scope of work, program design, and expected outcomes. The Department seeks organizations that demonstrate strong fiscal management, cost efficiency, and the ability to effectively leverage resources to support program implementation.

At minimum, Respondents must:

- Provide a detailed budget that clearly aligns with the proposed program model, staffing structure, and service delivery approach
- Include a budget narrative that justifies all costs and demonstrates how resources support program activities and outcomes
- Demonstrate that proposed costs are reasonable and appropriate relative to the scale and scope of services
- Demonstrate the fiscal capacity to operate on a reimbursement basis, including sufficient cash flow and financial management systems
- Identify any additional funding sources or in-kind contributions that support or enhance program delivery, where applicable

D. Selection criteria and basis of award

All responsive proposals will be reviewed and scored by an evaluation committee according to the selection criteria outlined below.

SELECTION CRITERIA	POINTS
<u>Community involvement</u> • Describe the population of self-identified girls ages 13–19 your agency intends to serve through this program. Include relevant characteristics such as age range, racial/ethnic identity, gender identity/expression, socioeconomic status, housing stability, school or employment status, and level of connection to existing services. • Describe how your organization has developed the capabilities, experience, and infrastructure necessary to effectively serve self-identified girls ages 13–19 through a culturally responsive, gender-responsive, and holistic wellness program. • Please detail your current Diversity, Equity, Inclusion, and Access policies and explain current programming that is gender-responsive or targeted to girls ages 13-19, as it relates to self-identity, safety, well-being, and cultural identity. When it was approved by your board and how it is communicated to youth in programming, guardians/parents and staff should also be included in your response.	20
<u>Organizational capacity</u> • Describe your agency’s plan to recruit, hire, and retain qualified staff to deliver this program for self-identified girls ages 13–19. In your response, include the types of roles you will hire (e.g. facilitators, staffs, program coordinators) and how these roles will support cohort-based, identity-affirming programming; your criteria for selecting staff, contractors, and/or volunteers, including experience with positive youth development, trauma-informed care, gender-responsive programming, cultural identity development, and working with diverse populations (including LGBTQIA+ youth). • Please describe how your organization monitors program expenditures and ensures appropriate fiscal controls and records are in place. Please include staff/leadership, board involvement, and training. Please upload your fiscal policy to this application. • Please describe your data collection and management practices (e.g. intake forms, consents, surveys, data share agreements), What is the process for keeping data secure, who is engaged in the process, where you store data, your ability to enter data in a timely manner, and your process for data quality assurance.	15
<u>Strength of proposed program</u> • Describe the specific program model, services, and activities your agency will implement to deliver this initiative for self-identified girls ages 13–19. In your response, include a clear description of your cohort-based program structure (e.g. duration, session frequency, group size, and format) over the required 12-week period; the types of activities and sessions you will deliver, including how the proposed curriculum relates to reflection, skill-building, peer connection, and identity-affirming dialogue How your program integrates both holistic wellness (e.g. physical, emotional, social well-being) and cultural identity development in a meaningful and cohesive way; how your program will create safe, inclusive, and engaging spaces for girls, particularly those not currently connected to service.	45

- Describe your strategy for recruiting self-identified girls ages 13–19 into this cohort-based, culturally responsive, holistic wellness program across the City of Chicago. In your response, include how you will identify and intentionally reach girls who are not currently connected to services, including those facing barriers such as housing instability, caregiving responsibilities, school disengagement, or limited access to community resources; your outreach methodology, including specific strategies, settings, and partnerships (e.g., schools, community-based organizations, libraries, youth programs, digital platforms, and other trusted community spaces); how your recruitment approach will build trust and credibility with youth and families, particularly in communities with historical or systemic barriers to service engagement. How you will ensure outreach is culturally responsive, gender-responsive, and inclusive of diverse identities (including LGBTQIA+ youth). If using Chicago Public Schools or other institutional partners, describe your plan for coordination, approvals, and implementation within those settings. - In what ways will your agency partner or coordinate with other agencies to expand or improve services available to the target population in a client-centered, comprehensive way? Please give specific examples. - Describe your comprehensive safety plan for delivering cohort-based programming for self-identified girls ages 13–19. Your response should outline policies, procedures, and practices that ensure the physical, emotional, and psychological safety of participants and staff throughout program implementation.	
<u>Performance management and outcomes</u> - Please describe your current performance outcomes for: youth increase sense of safety, program dosage, sense of competence, sense of wellbeing, and connectedness to a staff. What measures will you take to ensure you can meet the performance outcomes for this RFP. What challenges do you anticipate in meeting these outcomes. If you are not a current staffing provider, please provide data for a similar staffing model. - Please describe how you leverage data to identify areas for improvement - tell us about a specific time your agency made a programmatic change based on data you collected. Describe briefly (a) the data used to identify the problem, (b) what steps your agency took to improve, and (c) the impact of these changes.	10
<u>Reasonable costs, budget justification, and leverage of funds</u> - Please provide a detailed plan regarding your cash flow and capacity to expend funds prior to reimbursement for this program (3 months). Please include line of credit information, and other grants that will be used to support this program. - Please explain any key budget decisions you made for this grant (e.g., staffing, volunteers, training, transportation supports). Please explain how you plan to utilize the 15 percent Other Share (match) for this program. Please make sure your budget and 990 form is attached.	10

Basis of Award

DFSS seeks to award 10-20 qualified applicants for this opportunity. Funding for this RFP will support up to 600 girls over the life of the contract.

In addition to your score and ranking on the selection criteria above, DFSS may consider additional factors in delegate selection to ensure systems-level needs are met such as geography, service array, language, and the ability to serve specific sub-populations.

DFSS reserves the right to seek clarification of information submitted in response to this Application and/or to request additional information during the evaluation process and make site visits and/or require Respondents to make an oral presentation or be interviewed by the review subcommittee, if necessary.

Failure to submit a complete proposal and/or to respond fully to all requirements will cause the proposal to be deemed unresponsive, and therefore, subject to rejection and will not be read. DFSS will notify you if your proposal is deemed as unqualified immediately.

Selections will not be final until the City and the selected Respondent have fully executed a contract. The City assumes no liability for costs incurred in responding to this RFP or for costs incurred by the selected Respondent in anticipation of a fully executed contract. Receipt of a final application does not commit the department to award a grant to pay any costs incurred in the preparation of an application. For further information about these and the other opportunities offered through the Department of Family and Support Services, please visit the DFSS website: www.cityofchicago.org/fss.

Section 3 - RFP and Submission Information

A. Pre-proposal webinar

A Pre-Proposal Webinar will be held on **June 11, 2026 10:00 a.m. – 12:00 p.m.** Attendance is not mandatory but is advised.

Please register prior to the webinar's start using this link:

https://us02web.zoom.us/webinar/register/WN_HfKTjAtMRGSCDwltNT_Tww

A link to the completed Webinar will be available on-line at the DFSS website after the time and date listed above for those who cannot attend at the live scheduled time. Please register prior to the Webinar's start.

B. The e-Procurement system

To complete an application for this RFP, RESPONDENTS will need to set up an account in the new eProcurement/iSupplier system.

Registration in iSupplier is the first step to ensuring your agency's ability to conduct business with the City of Chicago and DFSS. ***Please allow five to seven days for your registration to be processed.***

The Department of Procurement Services (DPS) manages the iSupplier registration process. All delegate agencies are required to register in the **iSupplier portal** at www.cityofchicago.org/eProcurement. All vendors must have a Federal Employer Identification Number (FEIN) and an IRS W9 for registration and confirmation of vendor business information.

1. **New Vendors** – Must register at www.cityofchicago.org/eProcurement
2. **Existing Vendors** – Must request an iSupplier invitation via email. Include your **Complete Company Name** and **City of Chicago Vendor/Supplier Number (found on the front page of your contract)** in your email to

customersupport@cityofchicago.org . You will then receive a response from DPS so you can complete the registration process. Please check your junk email folder if you have made a request and not heard back as many agencies have reported responses going their junk folder.

To receive training about all aspects of the eProcurement system register using the link below and include the name of the agency which you will represent. Training will review eProcurement functions such as iSupplier registration and overview, responding to RFPs, creating invoices and reviewing / tracking payments.

For further eProcurement help use the following contacts:

- **Questions on Registration, eProcurement, and additional technical assistance:**
CustomerSupport@cityofchicago.org or 312-744-4357 (HELP)
- **Online Training Materials (technical assistance materials and handouts):**
<https://www.cityofchicago.org/city/en/depts/dps/isupplier/online-training-materials.html>

If you are having difficulty registering additional people, please refer to this handout
[https://www.cityofchicago.org/content/dam/city/depts/dps/isupplier/training/Vendor Create New Address and Contact.pdf](https://www.cityofchicago.org/content/dam/city/depts/dps/isupplier/training/Vendor%20Create%20New%20Address%20and%20Contact.pdf)

Respondents must submit an application for the request for proposal via eProcurement.

For this application, all answers to application questions are limited to 4,000 characters, including spaces and punctuation.

C. For Respondents wishing to submit more than one application to an RFP

Organizations submitting more than one proposal may do so by **submitting each proposal under a separate, unique registered account user with online bidding responsibilities within the organization's iSupplier account, using their individual login information. MULTIPLE APPLICATIONS ARE PROHIBITED FOR THIS GRANT OPPORTUNITY.**

D. Contact person information

Respondents are strongly encouraged to submit all questions and comments related to the RFP via e-mail. For answers to program-related questions, please contact:

Alexandra Carrillo, Project Manager

Phone: (312) 743-1049

Email: Alexandra.Carrillo2@cityofchicago.org

Questions regarding the technical aspects of responding to this RFP may be directed to:

OBM: CustomerSupport@cityofchicago.org or 312-744-4357 (HELP)

Section 4 - Legal and Submittal Requirements

A description of the following required forms has been included for your information. ***Please note that most of these forms will be completed prior to grant agreement execution but are not necessary for the completion of this proposal.*** A complete list of what forms will be required at the time of contracting is listed at the end of this section.

A. City of Chicago Economic Disclosure Statement (EDS)

Respondents are required to execute the **Economic Disclosure Statement** annually through its on-line EDS system. Its completion will be required for those Respondents who are awarded contracts as part of the contracting process.

More information about the on-line EDS system can be found at: https://webapps.cityofchicago.org/EDSWeb/appmanager/OnlineEDS/desktop

B. Disclosure of Litigation and Economic Issues

Legal Actions: Respondent must provide a listing and brief description of all material legal actions, together with any fines and penalties, for the past five (5) years in which (i) Respondent or any division, subsidiary or parent company of Respondent, or (ii) any officer, director, member, partner, etc., of Respondent if Respondent is a business entity other than a corporation, has been:

- A debtor in bankruptcy; or
- A defendant in a legal action for deficient performance under a contract or in violation of a statute or related to service reliability; or
- A Respondent in an administrative action for deficient performance on a project or in violation of a statute or related to service reliability; or
- A defendant in any criminal action; or
- A named insured of an insurance policy for which the insurer has paid a claim related to deficient performance under a contract or in violation of a statute or related to service reliability; or
- A principal of a bond for which a surety has provided contract performance or compensation to an obligee of the bond due to deficient performance under a contract or in violation of a statute or related to service reliability; or
- A defendant or Respondent in a governmental inquiry or action regarding accuracy of preparation of financial statements or disclosure documents.

Any Respondent having any recent, current or potential litigation, bankruptcy or court action and/or any current or pending investigation, audit, receivership, financial insolvency, merger, acquisition, or any other fiscal or legal circumstance which may affect their ability currently, or in the future, to successfully operate the requested program, must attach a letter to their proposals outlining the circumstances of these issues. Respondent letters should be included in a sealed envelope, directed to Commissioner Angela J. Green. Failure to disclose relevant information may result in a Respondent being determined ineligible or, if after selection, in termination of a contract.

C. Grant Agreement Obligations

By entering into a grant agreement with the City, the successful respondent is obliged to accept and implement any recommended technical assistance. The grant agreement will describe the payment methodology. DFSS anticipates that payment will be conditioned on the Respondent's performance in accordance with the terms of its grant agreement.

D. Funding Authority

This initiative is administered by DFSS through Corporate funds. Consequently, all guidelines and requirements of DFSS, the City of Chicago, and the Girls Thrive Program must be met. Additionally, all delegate agencies must comply with the Single Audit Act if applicable.

E. Insurance Requirements

Contractor must provide and maintain at Contractor's own expense, during the term of the Agreement and during the time period following expiration if Contractor is required to return and perform any work, services, or operations, the insurance coverages and requirements specified below, insuring all work, services, or operations related to the Agreement.

A. INSURANCE REQUIRED FROM CONTRACTOR

1) Workers Compensation and Employers Liability

Workers Compensation Insurance, as prescribed by applicable law covering all employees who are to provide a service under this Agreement and Employers Liability coverage with limits of not less than \$1,000,000 each accident; \$1,000,000 disease-policy limit and \$1,000,000 disease-each employee, or the full per occurrence limits of the policy, whichever is greater.

The contractor may use a combination of primary and excess/umbrella policy/policies to satisfy the limits of liability required herein. The excess/umbrella policy/policies must provide the same coverages/follow form as the underlying policy/policies.

2) Commercial General Liability

Commercial General Liability Insurance or equivalent must be maintained with limits of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate for bodily injury, personal injury, and property damage liability. Coverages must include but not be limited to, the following: all premises and operations, products/completed operations (for a minimum of two (2) years following project completion), explosion, collapse, underground, separation of insureds, defense, contractual liability (not to include endorsement CG 21 39 or equivalent), no exclusion for damage to work performed by Subcontractors, any limitation of coverage for designated premises or project is not permitted (not to include endorsement CG 21 44 or equivalent) and any endorsement modifying or deleting the exception to the Employer's Liability exclusion is not permitted. Where the general aggregate limit applies, the general aggregate must apply per project/location and once per policy period if applicable, or Contractor may obtain separate insurance to provide the required limits which will not be subject to depletion because of claims arising out of any other work or activity of Contractor. If a general aggregate applies to products/completed operations, the general aggregate limits must apply per project and once per policy period.

The City must be provided additional insured status with respect to liability arising out of Contractor's work, services or operations and completed operations performed on behalf of the City. Such additional insured coverage must be provided on ISO form CG 2010 10 01 and CG 2037 10 01 or on an endorsement form at least as broad for ongoing operations and completed operations. The City's additional insured status must apply to liability and defense of suits arising out of Contractor's acts or omissions, whether such liability is attributable to the Contractor or to the City. The full policy limits and scope of protection also will apply to the City as an additional insured, even if they exceed the City's minimum limits required herein. A copy of the physical "Additional Insured" endorsement must accompany the Certificate of Insurance when submitted. Contractor's liability insurance must be primary without right of contribution by any other insurance or self-insurance maintained by or available to the City.

Contractor may use a combination of primary and excess/umbrella policy/policies to satisfy the limits of liability required herein. The excess/umbrella policy/policies must provide the same coverages/follow form as the underlying policy/policies.

3) Automobile Liability

A Business Auto Policy covering any motor vehicles (owned, non-owned and hired) which are used in connection with work, services, or operations to be performed, must be maintained by the Contractor. Limits of not less than \$1,000,000 per accident for bodily injury and property damage and covering the ownership, maintenance, or use of any auto whether owned, leased, non-owned or hired used in the performance of the work or services. The City is to be added as an additional insured on a primary, non-contributory basis. A copy of the physical "Additional Insured" endorsement must accompany the Certificate of Insurance when submitted.

Contractor may use a combination of primary and excess/umbrella policy/policies to satisfy the limits of liability required herein. The excess/umbrella policy/policies must provide the same coverages/follow form as the underlying policy/policies.

4) Umbrella or Excess

Umbrella or Excess Liability Insurance must be maintained with limits of not less than \$2,000,000 per occurrence, or the full per occurrence limits of the policy, whichever is greater. The policy/policies must provide the same coverages/follow form as the underlying Commercial General Liability, Automobile Liability, Employers Liability and

Completed Operations coverage required herein and expressly provide that the excess or umbrella policy/policies will drop down over reduced and/or exhausted aggregate limit, if any, of the underlying insurance. The Excess/Umbrella policy/policies must be primary without the right of contribution by any other insurance or self-insurance maintained by or available to the City.

Contractors may use a combination of primary and excess/umbrella policies to satisfy the limits of liability required under in Workers' Compensation, Employer's Liability, Commercial General Liability, and Automobile Liability.

5) Sexual Abuse or Molestation (SAM) Liability

Where the CGL policy referenced above is not endorsed to include affirmative coverage for sexual abuse or molestation, Contractor shall obtain and maintain a policy covering Sexual Abuse and Molestation for all employees for the actual or threatened abuse or molestation of any person in the care, custody, or control of any insured, including negligent employment, investigation, and supervision. The policy shall provide coverage for both defense and indemnity with liability limits of not less than \$1,000,000 per occurrence or claim with a \$2,000,000 aggregate limit.

The City and other entities as required by the City must be provided additional insured status on the CGL and SAM policies with respect to liability arising out of Contractor's work, services or operations performed on behalf of the City. The City's additional insured status must apply to liability and defense of suits arising out of Contractor's acts or omissions. The full policy limits and scope of protection also will apply to the City as an additional insured, even if they exceed the City's minimum limits required herein. Contractor's liability insurance must be primary without the right of contribution by any other insurance or self-insurance maintained by or available to the City.

Contractor's may use a combination of primary and excess/umbrella policy/policies to satisfy the limits of liability required herein. The excess/umbrella policy/policies must provide the same coverages/follow form as the underlying policy/policies.

Insurance coverages that begin with "when," "if," or "where," are considered conditional, and it is the Contractor's responsibility to obtain the applicable coverage when performing such work, service, or operation as described in the conditional coverage paragraph(s). If it is determined that a conditional coverage is not initially applicable, it is the Contractor's continuing responsibility to update the insurance coverage as needed. If at any time, the Contractor or City determines that a conditional coverage is applicable, the Contractor shall not perform the work, service, or operation in connection with the contract until evidence of all applicable insurance coverage is provided to the City.

6) Professional Liability (when applicable)

When any professional consultants perform work, services, or operations in connection with this Agreement, Professional Liability Insurance covering acts, errors, or omissions must be maintained with limits of not less than \$1,000,000 per claim. When policies are renewed or replaced, the policy retroactive date must coincide with, or precede start of work on the Agreement. A claims-made policy which is not renewed or replaced must have an extended reporting period of two (2) years.

7) Valuable Papers (when applicable)

When any plans, designs, drawings, specifications, media, data, records, reports, and other documents are produced or used under this Agreement, Valuable Papers Insurance must be maintained in an amount to insure against any loss whatsoever and must have limits sufficient to pay for the re-creation and reconstruction of such records.

8) Blanket Crime (when applicable)

Crime Insurance or equivalent covering all persons handling funds under this Agreement, against loss by employee dishonesty, forgery or alteration, funds transfer fraud, robbery, theft, destruction or disappearance, computer fraud, credit card forgery, and other related crime risks. The policy limit shall be written to cover losses in the amount of the maximum monies collected or received and in the possession of Contractor at any given time under this Agreement.

9) Property

Contractor is responsible for all loss or damage to City property at full replacement cost as a result of the Agreement.

Contractor is responsible for all loss or damage to personal property (including materials, equipment, tools and supplies) owned or used by Contractor.

10) Medical Professional Liability (when applicable)

Medical Professional Liability Insurance must be maintained or cause to be maintained, covering acts, errors, or omissions related to the supplying of or failure to supply medical services or health care services by healthcare professionals with limits of not less than \$5,000,000. When policies are renewed or replaced, the policy retroactive date must coincide with, or precede commencement of medical services under this Contract. A claims-made policy which is not renewed or replaced must have an extended reporting period of two (2) years.

B. Additional Requirements

Evidence of Insurance. Contractor must furnish the City of Chicago, Certificates of Insurance (COI) and additional insured endorsement, or other evidence of insurance, to be in force on the date of this Agreement, and renewal COIs and endorsement, or such similar evidence, if the coverages have an expiration or renewal date occurring during the term of this Agreement. The Contractor must submit evidence of insurance prior to execution of Agreement. The receipt of any COI does not constitute agreement by the City that the insurance requirements in the Agreement have been fully met or that the insurance policies indicated on the COI are in compliance with all requirements of the Agreement. The failure of the City to obtain, nor the City's receipt of, or failure to object to a non-complying insurance certificate, endorsement or other insurance evidence from Contractor, its insurance broker(s) and/or insurer(s) will not be construed as a waiver by the City of any of the required insurance provisions. Contractor must advise all insurers of the Agreement provisions regarding insurance. The City in no way warrants that the insurance required herein is sufficient to protect the Contractor for liabilities which may arise from or relate to the Agreement. The City reserves the right to obtain complete, certified copies of any required insurance policies at any time.

Failure to Maintain Insurance. Failure of the Contractor to comply with required coverage and terms and conditions outlined herein will not limit Contractor's liability or responsibility nor does it relieve Contractor of the obligation to provide insurance as specified in this Agreement. Nonfulfillment of the insurance conditions may constitute a violation of the Agreement, and the City retains the right to suspend this Agreement until proper evidence of insurance is provided, or the Agreement may be terminated.

Notice of Material Change, Cancellation or Non-Renewal. Consistent with State law, Contractor must provide for sixty (60) days prior written notice to be given to the City in the event coverage is substantially changed, canceled or non-renewed and ten (10) days prior written notice for non-payment of premium. See 215 ILCS 5/143.16 and

143.17(a). A copy of the physical endorsements must accompany the Certificate of Insurance for General Liability, Automobile Liability and Workers Compensation in order to comply with the insurance requirements.

Deductibles and Self-Insured Retentions. Any deductibles or self-insured retentions on referenced insurance coverages must be borne by Contractor.

Waiver of Subrogation. Contractor hereby waives its rights and its insurer(s)' rights of, and agrees to require their insurers to waive their rights of, subrogation against the City under all required insurance herein for any loss arising from or relating to this Agreement. The Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether the City receives a waiver of subrogation endorsement for Contractor's insurer(s).

Contractors Insurance Primary. All insurance required of Contractor under this Agreement shall be endorsed to state that Contractor's insurance policy is primary and not contributory with any insurance carrier by the City.

Acceptability of Insurers. Insurance is to be placed with insurers authorized to conduct business in the state with a current A.M. Best rating of no less than A-, Class VIII, unless otherwise approved by the City.

No Limitation as to Contractor's Liabilities. The coverages and limits furnished by the Contractor in no way limit the Contractor's liabilities and responsibilities specified within the Agreement or by law.

No Contribution by the City. Any insurance or self-insurance programs maintained by the City do not contribute with insurance provided by Contractor under this Agreement.

Insurance not Limited by Indemnification. The required insurance to be carried is not limited by any limitations expressed in the indemnification language in this Agreement or any limitation placed on the indemnity in this Agreement given as a matter of law.

Insurance and Limits Maintained. If Contractor maintains higher limits and/or broader coverage than the minimums shown herein, the City requires and shall be entitled the higher limits and/or broader coverage maintained by Contractor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

Joint Venture or Limited Liability Company. If Contractor is a joint venture or limited liability company, the insurance policies must name the joint venture or limited liability company as a named insured.

Other Insurance obtained by Contractor. If Contractor desires additional coverages, the Contractor will be responsible for the acquisition and cost.

Insurance required of Subcontractors. Contractor shall name the Subcontractor(s) as a named insured(s) under Contractor's insurance or Contractor will require each Subcontractor(s) to provide and maintain Commercial General Liability, Commercial Automobile Liability, Worker's Compensation, Employers Liability and Professional Liability Insurance, and when applicable Excess/Umbrella Liability Insurance with coverage at least as broad as in outlined in Section A, Insurance Required. The limits of coverage will be determined by Contractor. Contractor shall determine if Subcontractor(s) must also provide any additional coverage or other coverage outlined in Section A, Insurance Required. The Contractor is responsible for ensuring that each Subcontractor has named the City of Chicago as an additional insured where required, as well as specifically naming the City of Chicago as an additional insured on any endorsement form at least as broad and acceptable to the City. The Contractor is also responsible for ensuring that each Subcontractor has complied with the required coverage and terms and conditions outlined in this Section B, Additional Requirements. When requested by the City, the Contractor must provide to the City Certificates of

Insurance and additional insured endorsements or other evidence of insurance. The City reserves the right to obtain complete, certified copies of any required insurance policies at any time. Failure of the Subcontractor(s) to comply with required coverage and terms and conditions outlined herein will not limit Contractor's liability or responsibility.

City's Right to Modify. Notwithstanding any provisions in the Agreement to the contrary, the City, Department of Finance, Risk Management Division maintains the right to modify, delete, alter or change these requirements.

F. Indemnity

The successful Respondent will be required to indemnify City of Chicago for any losses or damages arising from the delivery of services under the grant agreement that will be awarded. The City may require the successful Respondent to provide assurances of performance, including, but not limited to, performance bonds or letters of credit on which the City may draw in the event of default or other loss incurred by the City by reason of the Respondent's delivery or non-delivery of services under the grant agreement.

G. False statements

i. 1-21-010 False Statements.

Any person who knowingly makes a false statement of material fact to the city in violation of any statute, ordinance or regulation, or who knowingly falsifies any statement of material fact made in connection with an proposal, report, affidavit, oath, or attestation, including a statement of material fact made in connection with a bid, proposal, contract or economic disclosure statement or affidavit, is liable to the city for a civil penalty of not less than \$500.00 and not more than \$1,000.00, plus up to three times the amount of damages which the city sustains because of the person's violation of this section. A person who violates this section shall also be liable for the city's litigation and collection costs and attorney's fees.

The penalties imposed by this section shall be in addition to any other penalty provided for in the municipal code. (Added Coun. J. 12-15-04, p. 39915, § 1)

ii. 1-21-020 Aiding and Abetting.

Any person who aids, abets, incites, compels or coerces the doing of any act prohibited by this chapter shall be liable to the city for the same penalties for the violation. (Added Coun. J. 12-15-04, p. 39915, § 1)

iii. 1-21-030 Enforcement.

In addition to any other means authorized by law, the corporation counsel may enforce this chapter by instituting an action with the department of administrative hearings. (Added Coun. J. 12-15-04, p. 39915, § 1)

H. Labor Peace Agreement Ordinance (MCC 2-50-045)

All respondents must agree to comply with the requirements of Section 2-50-045, Essential service contracts, of the Municipal Code of Chicago, as provided below in part:

Definitions. For purposes of this section, the following definitions shall apply:

"Commissioner" means the Commissioner of Family and Support Services, or the Commissioner's designee.

"Contract" means an agreement entered into between the City, through the Department of Family and Support Services, and a Contractor to perform Essential Services.

"Contractor" means a person, as defined by Section 1-4-090(e), contracting directly with the City through the Department of Family and Support Services to perform Essential Services, where the Contractor has 20 or more employees. "Contractor" does not include hospitals licensed pursuant to the Illinois Hospital Licensing Act, 210 ILCS 85, or any hospital affiliate as defined by the Illinois Hospital Licensing Act, 210 ILCS 85/10.8(b), or any hospital licensed pursuant to the University of Illinois Hospital Act, 110 ILCS 330.

"Employee" means those employees directly performing Essential Services under a Contract. The term "Employee" excludes employees who work for the Contractor, but do not provide Essential Services under the Contract, management or supervisory or other employees who do not enjoy a right to engage in strikes, work stoppages, or other concerted activities.

"Essential Services" means health and social services.

"Labor Peace Agreement" means an agreement between a Contractor and a labor organization that: prohibits the labor organization and its members from engaging in work stoppages, boycotts, or any other activity that may interfere or hinder the performance of a Contract for the duration of the Contract; and contains a means of resolving disputes between the Contractor and the labor organization.

(b) Terms of Contracts.

(1) The Commissioner, in the interest of preventing a disruption of Essential Services and protecting the City's financial and proprietary interest in the provision of such Essential Services, shall ensure that all Contracts that are entered into after the effective date of this section shall require:

written notice be provided by the Contractor to the Commissioner administering the Contract, or the Commissioner's designee, within 72 hours of when the Contractor:

- (i) becomes aware of any threatened, imminent, or actual strike, work stoppage, or other concerted activity that may interfere or hinder the work performed by Employees;
- (ii) is informed that Employees seek to be represented by a labor organization, join a labor organization, or otherwise elect to self-organize for the purpose of engaging in concerted activity;
- (iii) receives a notice or announcement from a labor organization that it represents or seeks to represent the Employees; or
- (iv) enters into a Labor Peace Agreement, Collective Bargaining Agreement, or the expiration or breach of any such agreement.

(B) that the Contractor shall not prohibit, retaliate, or otherwise coerce Employees with respect to rights guaranteed by the First Amendment of the United States Constitution or any other rights afforded by federal or state laws.

(2) Within 90 days of subsection (b)(1)(A)(ii) or subsection (b)(1)(A)(iii) occurring, that the Contractor enter into a Labor Peace Agreement with the labor organization.

(c) The provisions of subsection (b) shall be material terms of any Contract entered into by the City, the breach of which by a Contractor shall be grounds to terminate or decline to renew the Contract.

(d) A Contractor is in compliance with this Section 2-50-045 if (1) the Contractor remains in compliance with subsection (b), or (2) the Contractor and the Employees have a collective bargaining agreement with a labor organization, or (3) no labor organization represents or seeks to represent the Employees.

I. Compliance with laws, statutes, ordinances and executive orders

Grant awards will not be final until the City and the respondent have fully negotiated and executed a grant agreement. All payments under grant agreements are subject to annual appropriation and availability of funds. The City assumes no liability for costs incurred in responding to this RFP or for costs incurred by the respondent in anticipation of a grant agreement. As a condition of a grant award, Respondents must comply with the following and with each provision of the grant agreement:

- i. Conflict of Interest Clause: No member of the governing body of the City of Chicago or other unit of government and no other officer, employee, or agent of the City of Chicago or other government unit who exercises

any functions or responsibilities in connection with the carrying out of the project shall have any personal interest, direct or indirect, in the grant agreement.

The respondent covenants that he/she presently has no interest, and shall not acquire any interest, direct, or indirect, in the project to which the grant agreement pertains which would conflict in any manner or degree with the performance of his/her work hereunder. The respondent further covenants that in the performance of the grant agreement no person having any such interest shall be employed.

ii. Governmental Ethics Ordinance, Chapter 2-156: All Respondents agree to comply with the Governmental Ethics Ordinance, Chapter 2-156 which includes the following provisions: a) a representation by the respondent that he/she has not procured the grant agreement in violation of this order; and b) a provision that any grant agreement which the respondent has negotiated, entered into, or performed in violation of any of the provisions of this Ordinance shall be voidable by the City.

iii. Successful Respondents shall establish procedures and policies to promote a Drug-free Workplace. The successful respondent shall notify employees of its policy for maintaining a drug-free workplace, and the penalties that may be imposed for drug abuse violations occurring in the workplace. The successful respondent shall notify the City if any of its employees are convicted of a criminal offense in the workplace no later than ten days after such conviction.

iv. Business Relationships with Elected Officials - Pursuant to Section 2-156-030(b) of the Municipal Code of Chicago, as amended (the "Municipal Code") it is illegal for any elected official of the City, or any person acting at the direction of such official, to contact, either orally or in writing, any other City official or employee with respect to any matter involving any person with whom the elected official has a business relationship, or to participate in any discussion in any City Council committee hearing or in any City Council meeting or to vote on any matter involving the person with whom an elected official has a business relationship. Violation of Section 2-156-030(b) by any elected official with respect to the grant agreement shall be grounds for termination of the grant agreement. The term business relationship is defined as set forth in Section 2-156-080 of the Municipal Code.

Section 2-156-080 defines a "business relationship" as any contractual or other private business dealing of an official, or his or her spouse or domestic partner, or of any entity in which an official or his or her spouse or domestic partner has a financial interest, with a person or entity which entitles an official to compensation or payment in the amount of \$2,500 or more in a calendar year; provided, however, a financial interest shall not include: (i) any ownership through purchase at fair market value or inheritance of less than one % of the share of a corporation, or any corporate subsidiary, parent or affiliate thereof, regardless of the value of or dividends on such shares, if such shares are registered on a securities exchange pursuant to the Securities Exchange Act of 1934, as amended; (ii) the authorized compensation paid to an official or employee for his office or employment; (iii) any economic benefit provided equally to all residents of the City; (iv) a time or demand deposit in a financial institution; or (v) an endowment or insurance policy or annuity contract purchased from an insurance company. A "contractual or other private business dealing" shall not include any employment relationship of an official's spouse or domestic partner with an entity when such spouse or domestic partner has no discretion concerning or input relating to the relationship between that entity and the City.

v. Compliance with Federal, State of Illinois and City of Chicago regulations, ordinances, policies, procedures, rules, executive orders and requirements, including Disclosure of Ownership Interests Ordinance (Chapter 2-154 of the Municipal Code); the State of Illinois - Certification Affidavit Statute (Illinois Criminal Code); State Tax Delinquencies (65ILCS 5/11-42.1-1); Governmental Ethics Ordinance (Chapter 2-156 of the Municipal Code); Office of the Inspector General Ordinance (Chapter 2-56 of the Municipal Code); Child Support Arrearage Ordinance (Section 2-92-380 of the Municipal Code); and Landscape Ordinance (Chapters 32 and 194A of the Municipal Code).

vi. If selected for grant award, Respondents are required to (a) execute the Economic Disclosure Statement and Affidavit, and (b) indemnify the City as described in the grant agreement between the City and the successful Respondents.

vii. Prohibition on Certain Contributions, Mayoral Executive Order 2011-4. Neither you nor any person or entity who directly or indirectly has an ownership or beneficial interest in you of more than 7.5% ("Owners"), spouses and domestic partners of such Owners, your Subcontractors, any person or entity who directly or indirectly has an ownership or beneficial interest in any Subcontractor of more than 7.5% ("Sub-owners") and spouses and domestic partners of such Sub-owners (you and all the other preceding classes of persons and entities are together, the "Identified Parties"), shall make a contribution of any amount to the Mayor of the City of Chicago (the "Mayor") or to his political fundraising committee during (i) the bid or other solicitation process for the grant agreement or Other Contract, including while the grant agreement or Other Contract is executory, (ii) the term of the grant agreement or any Other Contract between City and you, and/or (iii) any period in which an extension of the grant agreement or Other Contract with the City is being sought or negotiated.

You represent and warrant that since the date of public advertisement of the specification, request for qualifications, request for proposals or request for information (or any combination of those requests) or, if not competitively procured, from the date the City approached you or the date you approached the City, as applicable, regarding the formulation of the grant agreement, no Identified Parties have made a contribution of any amount to the Mayor or to his political fundraising committee.

You shall not: (a) coerce, compel or intimidate your employees to make a contribution of any amount to the Mayor or to the Mayor's political fundraising committee; (b) reimburse your employees for a contribution of any amount made to the Mayor or to the Mayor's political fundraising committee; or (c) bundle or solicit others to bundle contributions to the Mayor or to his political fundraising committee.

The Identified Parties must not engage in any conduct whatsoever designed to intentionally violate this provision or Mayoral Executive Order No. 2011-4 or to entice, direct or solicit others to intentionally violate this provision or Mayoral Executive Order No. 2011-4.

Violation of, non-compliance with, misrepresentation with respect to, or breach of any covenant or warranty under this provision or violation of Mayoral Executive Order No. 2011-4 constitutes a breach and default under the grant agreement, and under any Other Contract for which no opportunity to cure will be granted. Such breach and default entitles the City to all remedies (including without limitation termination for default) under the grant agreement, under any Other Contract, at law and in equity. This provision amends any Other Contract and supersedes any inconsistent provision contained therein.

If you violate this provision or Mayoral Executive Order No. 2011-4 prior to award of the Agreement resulting from this specification, the Commissioner may reject your bid.

For purposes of this provision:

"Other Contract" means any agreement entered into between you and the City that is (i) formed under the authority of Municipal Code Ch. 2-92; (ii) for the purchase, sale or lease of real or personal property; or (iii) for materials, supplies, equipment or services which are approved and/or authorized by the City Council.

"Contribution" means a "political contribution" as defined in Municipal Code Ch. 2-156, as amended.

"Political fundraising committee" means a "political fundraising committee" as defined in Municipal Code Ch. 2-156, as amended.

viii. (a) The City is subject to the June 16, 2014 "City of Chicago Hiring Plan" (the "2014 City Hiring Plan") entered in *Shakman v. Democratic Organization of Cook County*, Case No 69 C 2145 (United States District Court for the Northern District of Illinois). Among other things, the 2014 City Hiring Plan prohibits the City from hiring persons as governmental employees in non-exempt positions on the basis of political reasons or factors.

(b) You are aware that City policy prohibits City employees from directing any individual to apply for a position with you, either as an employee or as a subcontractor, and from directing you to hire an individual as an employee or as a subcontractor. Accordingly, you must follow your own hiring and contracting procedures, without being influenced by City employees. Any and all personnel provided by you under the grant agreement are employees or subcontractors of you, not employees of the City of Chicago. The grant agreement is not intended to and does not constitute, create, give R.I.S.E to, or otherwise recognize an employer-employee relationship of any kind between the City and any personnel provided by you.

(c) You will not condition, base, or knowingly prejudice or affect any term or aspect of the employment of any personnel provided under the grant agreement, or offer employment to any individual to provide services under the grant agreement, based upon or because of any political reason or factor, including, without limitation, any individual's political affiliation, membership in a political organization or party, political support or activity, political financial contributions, promises of such political support, activity or financial contributions, or such individual's political sponsorship or recommendation. For purposes of the grant agreement, a political organization or party is an identifiable group or entity that has as its primary purpose the support of or opposition to candidates for elected public office. Individual political activities are the activities of individual persons in support of or in opposition to political organizations or parties or candidates for elected public office.

(d) In the event of any communication to you by a City employee or City official in violation of paragraph (b) above, or advocating a violation of paragraph (c) above, you will, as soon as is reasonably practicable, report such communication to the Hiring Oversight Section of the City's Office of the Inspector General ("IGO Hiring Oversight"), and also to the head of the Department. You will also cooperate with any inquiries by IGO Hiring Oversight related to this Agreement.