

**REQUEST FOR PROPOSAL (R.F.P.)**

**September 7, 2021 – June 30, 2022**

**Pike County TANF Youth Development Program**

**Pike County Program**

The Pocono Counties Workforce Investment Area is requesting proposals to provide an innovative program for youth participants, determined eligible under the TANF Youth Formula Grant. Priority should be given to youth in TANF households.

The Program should provide after-school remediation, tutoring and/or homework assistance, job readiness skills/employer expectations and career exploration, for economically disadvantaged, at-risk and disabled youth between the ages of 14 and 21. This experience should serve to educate in an area beneficial to the youth's long-term employment goals.

**Program design must incorporate:**

- the ability to identify, serve, and supervise eligible participants,
- progress reports, evaluation forms, and
- defined projections of enrollment, program goals, and objectives.

**Provider must:**

- provide clear and concise itemized budget with reasonable cost factors,
- meet all State and Federal requirements for eligibility as a service provider,
- meet all Workforce Development Board requirements for organizational ability and experience,
- have history of positive performance educating youth/young adults,
- have history of compliance with reporting program outcomes, and
- be financially solvent, have a proper system of accounting and internal controls.

Provider staff are expected to dress and conduct themselves professionally while serving as positive role models for youth learning professionalism in the workplace. Any supervisor(s) of youth enrolled in TANF or WIOA funded programs must provide a copy of Pennsylvania Child Abuse History Clearance and Pennsylvania State Police background check.

**All items outlined in this R.F.P. must be clearly addressed before proposal will be considered.**

Questions regarding the R.F.P. should be addressed to Cynthia DeFebo, Pike County Workforce Development Agency Director, 570.296.2909.