



youthprise

Northside Safety N.E.T.

Request for Proposals

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SUMMARY

Youthprise will award one contract based on the selection criteria below. Successful applicants will have experience in managing collaborative projects based in strong relationships and experience in workforce development models. This is a reimbursable contract award.

Interested applicants must submit a proposal to Youthprise. Full proposals from eligible applicants are due to Youthprise by 4:00 p.m. on **October 20, 2020**. See the Eligibility Criteria section of this RFP for requirements. All materials must be submitted via Foundant. Email Melissa Mitchell, Melissa@youthprise.org for any questions.

HOW TO APPLY: INSTRUCTIONS FOR FOUNDANT

Applications must be submitted via Foundant to be considered. To access the application, follow these instructions:

1. Click on this link to access the application: <https://www.grantinterface.com/sl/KB6G09>
2. Foundant will prompt you to create an account if you don't already have one. If you have an account already, please log in.
3. Once inside Foundant, find the grant titled: Project Safety N.E.T Grant. Click the blue "Apply" on the upper left corner.

Add a Collaborator to your application.

A Collaborator allows another person or people to work on the application with you. Follow these instructions to add a Collaboration:

Once you have started a request you will see the Collaborate button at the top of the Request Summary. This can be used to invite other users to work on this request with you.

- From the Collaborate pop up, enter the email address of the person you would like to invite, this can be someone who already has an account in the system, or a new user.
- Set the Permission you would like the collaborator to have, either View, Edit, or Submit.
- And lastly include a message and select Invite.

An email will be sent to the collaborator containing your message, their username, and a link to the logon page. After clicking this link the collaborator will be brought to the logon page. If this is their first time logging into the system, they will be asked to create a password.

After logging into the system, the collaborator will see this request under the Collaboration Requests tab of their Applicant Dashboard. Here they can select the edit form link and start collaborating on the document.

- The Collaborator will have access to all forms within the request
- This includes LOIs, Applications, and all Follow Up Forms that have been assigned to the original applicant.

OVERVIEW OF THE RFP

This RFP is open to all nonprofit organizations meeting the eligibility criteria as outlined in the sections that follow. The Northside Safety N.E.T. RFP process will be initiated in accordance with a timeline that will enable applicants to begin their projects in November, 2020.

TARGET POPULATION

Project Location: North Minneapolis / Northside Green Zone, Minneapolis, Minnesota 55411 & 55412 (neighborhoods: Hawthorne, McKinley, Near North)

Project Type(s) – Youth Development, Environmental Job Training, Environmental Literacy, Environmental Stewardship, Air Quality, Water Quality and Stormwater Management

List of Project Partners –Youthprise (youth development), Project Sweetie Pie (NGO-community based organization), and the City of Minneapolis (local government)

PROJECT ABSTRACT

The Northside Safety-N.E.T. (Neighborhoods Empowering Teens) is a collaborative and systems-change approach to addressing disparate environmental impacts and empowering communities of color in North Minneapolis. The partners in this collaborative will leverage their existing resources and expertise to develop and implement training for a cohort of youth (ages 16-24) around participatory action research, civic engagement from an environmental justice lens, community service, environmental stewardship, leadership, life skills training and workforce development. The main objectives are to:

- Authentically integrate young people in local conversation and movement to address environmental justice issues identified by the Northside Green Zone task force
- Raise the environmental literacy and practical skills of young people to create a new generation of environmental stewards
- Increase exposure and interest in careers related to the environment, sustainability and green enterprises

As an outcome of research, youth will identify and prioritize actions and next steps using Youthprise’s Youth Participatory Action Research (YPAR) Toolkit in collaboration with local environmental justice partners.

This project focuses on North Minneapolis, and specifically the Northside Green Zone neighborhoods of McKinley, Hawthorne and Near North, as the community directly impacted by disproportionate environmental and/or public health harms and risks. The North Minneapolis community experiences significant health, environmental, economic and housing disparities. North Minneapolis is a predominantly people of color community, with twice the city’s percentage and four-times the state’s percentage population of color. Incomes, educational outcomes, employment and home ownership are all significantly lower than the city and state averages. Median Income in these neighborhoods is \$20,000 less per year than Minneapolis; the population living with incomes below poverty is 15 percentage-points greater; and nearly half of households are cost-burdened. (Source: MN Compass Neighborhood Profiles)

This area of the city was designated by the City of Minneapolis in 2017 as an environmental justice area (a.k.a. Green Zone) based on extensive mapping of environmental and population characteristics. Data included health outcomes (asthma hospitalizations and emergency department visits, heart attack hospitalizations, and lead poisoning); air and land pollution (statewide modeled air pollution and location of superfund sites and

industrial land); housing quality (cost-burdened households and Tier 2 and 3 rental housing); gentrification risk level; access to healthy food (location of corner stores, grocery stores, farmers' markets and food shelves); and racial and socioeconomic characteristics.

APPROACH

This project seeks to address multiple environmental/public health issues, the primary issue being under employment of youth of color in general and in environmental careers specifically. Underemployment of youth and disconnection from community and natural ecosystems is known to be correlated with significant public health issues including depression, hopelessness, violence, crime, and poverty. The public health risks are compounded with disproportionate levels of exposure to toxins like lead and other heavy metals, particulate matter and volatile organic compounds. The secondary environmental/public health issues that this project will address are air quality and urban heat island associated with increases in the local tree canopy and vegetation, and storm water management (both quality and quantity of surface waters) through tree planting and rain gardens.

This project intentionally leverages past and present efforts in the community to create a holistic and more cohesive project. Recent efforts have included work to address policies and mandates related to the Northside Green Zones Work Plan, the Minneapolis 2040 comprehensive plan and the Minneapolis Climate Action Plan which address environmental justice, equity and inclusion strategies to build programming that can address and operationalize these policies. Through a collaborative process, we will leverage partners' resources and utilize the strengths of each organization for recruitment, engagement, education, training, skill development and implementation of physical projects.

SCOPE OF WORK:

Objective: *implement training for a cohort of youth (ages 16-24), around participatory action research, civic engagement from an environmental justice lens, community service, environmental stewardship, leadership, life skills training and workforce development.*

Activity: Organize a retreat for the youth cohort orientation. At this orientation retreat, the youth will meet many of the project partners, understand the objectives for the year and learn about systems, organizations and governments from the lens of environmental, racial and social justice (the larger ecosystem of why this project is important). The outcome is that a core set of eight to ten youth will commit to moving forward (we expect some initial drop-off or no-shows) and understand the expectations and schedule for the year.

Activity: Manage logistics of rotation with Partners. From November through the following October, youth will rotate among the partner organizations, receiving training, mentorship, research coaching and hands-on-projects. The experiences will include a combination of “class-room” learning, job shadowing, and service learning. The Coordinating Organization will be the point-of-contact and project manager. They will coordinate with all of the organizational partners (up to eight total) to create a schedule for the youth rotations, collaborate with Youthprise on YPAR model and evaluation, and manage day-to-day logistics and trouble-shoot problems.

Activity: Supervise and mentor youth. Provide combination of on-site and distanced supervision and mentorship of youth. Be their point-of-contact throughout the rotations. Support youth career readiness, networking opportunities and financial literacy training.

Activity: Sustain the work. Work with organization partners to develop a plan for maintaining and sustaining ongoing collaboration for the advancement of youth past the funding cycle.

Minimum Qualifications

- Experience in project management
- Experience in youth development, specifically with Black, Indigenous and Youth of Color
- Experience working with youth and organizations in North Minneapolis

Preferred Qualifications

- Experience in managing cooperative agreements
- Member of Youthprise’s existing YPAR network
- Familiarity with local and regional environmental organizations
- Connections with companies, organizations and institutions who provide an entry-point to careers in the environmental field

EVALUATION

Within the timeline of this project, the Northside Safety N.E.T. will aim to achieve the following local environmental/public health results:

- Decrease in youth depression and hopelessness through self-empowerment and increased opportunities
- Decrease in local air toxins through absorption of pollution by new trees planted
- Increased infiltration of storm water through installation of rain gardens and trees planted

- Reduction in neighborhood blight as a result of improved aesthetic of vacant lots year-round through ground maintenance and activation (urban gardens in the summer, snow shoveling in the winter)

The North Minneapolis neighborhoods will benefit directly from local cleaner air, reduced impacts from heavy rainfalls, and most of all- from the success of local youth actively engaging in their community. Additionally, physical improvements to the environment and youth empowerment can lead to reductions in low level crimes, such as property damage, vandalism and loitering.

TECHNICAL ASSISTANCE

This project is centered on the participation and collaboration of a diverse set of partners to expose youth to a variety of careers in environmental systems. We have brought together youth capacity building organizations, urban gardening, tree-planting and storm water management nonprofits, government, institutional partners, and workforce development organizations. These partners have been engaged in this work, the Northside community and in partnership with each other even prior to this RFP.

We will accomplish multiple goals for youth development, community building and environmental remediation by leveraging the organizational strengths and resources (human, technical, financial and institutional) of each organization to create a larger, more holistic and more comprehensive project.

Strategic partners that have committed to the Northside Safety N.E.T. include the following:

- *Youthprise (nonprofit; youth development)*: Youthprise is serving as the EPA grantee and fiscal manager for this project. Youthprise brings extensive experience managing federal cooperative agreements as well as deep expertise in youth development. Youthprise also has rich experience, as an intermediary, in coordinating complex initiatives that involve multiple partners. Youthprise's mission is to increase equity with and for Minnesota's indigenous, low-income and racially diverse youth.
- *Project Sweetie Pie (community-based organization)*: Project Sweetie Pie supports the development of youth and families in educational initiatives centered around horticulture, entrepreneurship, marketing and promotions. For this project, PSP is providing the vision and inspiration for the Northside Safety N.E.T.; will contribute administrative support and back-of-shop coordinating; as well as help align business partners (landscape designers, arborists, etc.) to build the partnership.
- *City of Minneapolis - Environmental Programs and Sustainability Divisions (local government)*: The Environmental Programs Division of the Minneapolis Health Department provides regulatory oversight of air, land, noise and water pollution and runs programs to incentivize sustainable businesses, develop youth green workforce,

and increase tree canopy and pollinator habitat; and the Sustainability Division for the City advances policies to reduce carbon emissions and support urban agriculture. The Environmental Programs division will provide technical support to the Northside Safety N.E.T., staff resources, intern placement, and resources from existing environmental initiatives to meet the activities and goals of the project.

PERFORMANCE MEASURES

The Youthprise project manager will be responsible for collecting data from the coordinating organization and project partners related to outputs and short-term, intermediate and long-term outcomes. A standardized data collection form will be developed and partners will be trained on data collection processes during the initial orientation retreat. Youthprise will create a dashboard to collect project outcomes as described in the logic model.

Data will be collected from partners quarterly. Specifically, as individual project partners work with the youth, they will be responsible for reporting on completed training, environmental remediation projects, and events. Biannually we will review progress and make changes as necessary based on lessons learned from the project to-date. Progress reviews will include not only reporting on outputs, but also short-term outcomes.

As part of the YPAR project, young people will develop their own methodology for tracking the satisfaction of partners and outcomes based on objectives they established in their research project. Qualitative information may be gathered through surveys with organizational partners and youth.

A final evaluation period is built into the project timeline to ensure that sufficient time is dedicated to this activity. The evaluation of the Northside Safety N.E.T. will produce recommendations for further collaboration, youth development and funding opportunities.

ELIGIBILITY CRITERIA

To be eligible for the Coordinating Organization role, an organization must be a nonprofit with 501(c)(3) IRS status or an entity described in sections 170(c)(2) of the Internal Revenue Code.

PROPOSAL COMPONENTS

Prospective Coordinating Organizations are required to submit the following as part of the application process.

Organizational Capacity: This section should describe how the applicant is organized, the nature and scope of its work, and the capabilities it possesses. This description should cover capabilities such as any current or previous relevant experience with promising

results on current projects and/or projects of a similar scope. Prospective applicants should also describe their experience specific to meeting the needs of priority populations, i.e., North Minneapolis youth, as targeted by Project Safety N.E.T. Further, applicants must show that they have the capacity to effectively manage all components of this project and be comprehensive in the delivery of services to youth.

Staff Background: Please list out who will be taking the lead and working on this project and what are their qualifications.

Budget: Funding available for this RFP is between \$65,000- \$85,000. Please provide a breakdown of the budget by staff hours and identify other expected expenses. Amounts must include youth wages as the Coordinating Organization will be in charge of hiring the cohort of youth at \$15 per hour for a part-time, 12 month commitment. Please note if additional funds are needed and/ or if there are additional resources (in-kind or otherwise) the organization can provide to support the implementation of the project.

REVIEW PROCESS AND SELECTION CRITERIA

REVIEWER SELECTION AND TRAINING

Eligible applications will be reviewed through a competitive process using a panel of reviewers that includes staff from Youthprise and its partner organizations, as well as funding partners, board members, and other experts. Youthprise will also include youth in the review process to ensure that the perspectives of those who are most impacted by programming are valued and prioritized. Proposals will be scored and ranked based on criteria established by the review team with recommendations for funding made to Youthprise staff.

SELECTION CRITERIA

Project Safety N.E.T. is open to all nonprofit organizations meeting the requirements outlined in the Eligibility Criteria section of this RFP. The table that follows summarizes the scoring criteria for subgrantee applications. Descriptions of each criterion follow the summary table.

Review Criterion	Maximum Point Value
Factor 1: Organizational Capacity	15
Factor 2: Cross-Sector Collaboration	15
Factor 3: Program Plan	10

Review Criterion	Maximum Point Value
Factor 4: Financial Management Capacity	10

Factor 1: Organizational Capacity (15 points)

- The extent to which the applicant demonstrates its history of providing comprehensive services to youth who are disconnected from employment and education opportunities.
- The extent to which the applicant demonstrates the ability to implement comprehensive models that are aligned with the project plan for community environmental impact.
- The extent to which the organization exhibits that it is a high-performing organization and has the ability to manage the project.
- The suitability of information on how the applicant is organized, the nature and scope of its work, and the capabilities it possesses; this includes the qualifications, experience, and appropriateness of proposed project staff.

Factor 2: Cross-Sector Collaboration (15 points)

- The extent to which the organization demonstrates authentic collaboration with other partners that serve the ethnic and geographic communities targeted for the project.
- The extent to which collaborators are engaged with the targeted communities.

Factor 3: Program Plan (10 points)

- The extent to which the applicant emphasizes a positive youth development approach in executing the selected model for implementation and/or the applicant’s capacity to adopt or apply this approach to programming. (Note: Technical assistance will be provided to assist coordinating organization in efforts to incorporate positive youth development approaches into their programming.)
- The extent to which the applicant articulates a meaningful strategy to incorporate youth voice in efforts to make continuous program improvements.

Factor 4: Fiscal Capacity (10 points)

- The extent to which the applicant demonstrates that it is fiscally healthy.
- Allocation in budget to support participation of community partners that serve culturally and linguistically diverse populations.

- Ability to advocate and participate in conversations around future program sustainability with program partners.

OVERVIEW OF REVIEW STAGES

The review process includes the following stages:

- **Dissemination of solicitation** – Youthprise will ensure that the solicitation is disseminated and publicized in a manner that will ensure it is accessible to all potential qualified applicants. The RFP will be released for consideration on **October 7, 2020**.
- **Receipt of proposals and review** – Youthprise staff will review all applications to ensure they are compliant with the RFP. Applications determined to be non-compliant will not be considered, and those applicants will be notified. Applicants meeting the following criteria will be considered compliant and will be advanced to the next stage:
 - Met all eligibility requirements;
 - Submitted an application and required documentation by the submission deadline, **October 20, 2020 by 4:00 PM EST**;
- **External review** – Youthprise will identify, select, and train reviewers, who will be selected based on their expertise in pertinent areas, with an emphasis on workforce development among disengaged, culturally and linguistically diverse youth. As previously stated, we also ensure youth from the targeted demographic are included in the review process. The screening process for reviewers will identify conflicts of interest to ensure a fair and objective review process. Reviewers will be instructed that all activities pursuant to the review are to be held in strict confidence. Reviewers will be assigned applications and will subsequently assess and score applications based on the selection criteria. Applications will be presented to the designated Youthprise staff for the next stage of the review process.
- **Quality assessment** – After the initial review process is complete, Youthprise staff will review the scores and comments to confirm that the review was conducted fairly and that criteria were uniformly assessed among all applicants. If inconsistencies are discovered, Youthprise will determine if further review is required. Based on the results of the external review and quality assessment, qualified applicants will be selected to participate as the organizing agency.
- **Selection of and notification** – Upon approval, the Coordinating organization will be notified in writing with instructions on how to formally accept the contract.

PROCESS TIMELINE

Following is the proposed timeline for the selection of a contractor that meets requirements of the Project Safety N.E.T. selection criteria.

Selection Activity	Timeline/Due Date
RFP Released	October 9, 2020
Technical Assistance Webinar	October 12, 2020
Proposals Due	October 20, 2020 at 4:00 p.m. CST
RFP Review	October 21, 2020
Expected Date of Selection and Notification	October 23, 2020