



Allegheny County Department of Human Services

RFP Response Form

RFP for Teen Programming

PROPOSER INFORMATION

Proposer Name: Amachi Pittsburgh

Authorized Representative Name & Title: Nicole Cannon, Director of Development and Communications

Address: 1830 Forbes Avenue, Pittsburgh, PA 15219

Telephone: (412) 281-1288

Email: ncannon@amachipgh.org

Website: www.amachipgh.org

Legal Status: For-Profit Corp. Nonprofit Corp. Sole Proprietor Partnership

Date Incorporated: 08/04/2011

Partners included in this Proposal: None

How did you hear about this RFP? *Please be specific.* We are currently receiving DHS funding.

Does your organization have a telecommunications device to accommodate individuals who are deaf or hard of hearing? Yes No

REQUIRED CONTACTS

	Name	Phone	Email
Chief Executive Officer	Anna Hollis	(412) 281-1288	████████████████████
Contract Processing Contact	Nicole Cannon	(412) 281-1288	████████████████████
Chief Information Officer	n/a	n/a	n/a
Chief Financial Officer	n/a	n/a	n/a
MPER Contact*	Samantha Monks	(412) 281-1288	████████████████████

* [MPER](#) is DHS's provider and contract management system. Please list an administrative contact to update and manage this system for your agency.

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BOARD INFORMATION

Provide a list of your board members as an attachment or in the space below.
Attached

Board Chairperson Name & Title: M. Gayle Moss, Chairperson

Board Chairperson Address: [REDACTED]

Board Chairperson Telephone: [REDACTED]

Board Chairperson Email: [REDACTED]

REFERENCES

Provide the name, affiliation, and contact information [include email address and telephone number] for three references who are able to address relevant experience with your organization. *Please do not use employees of the Allegheny County Department of Human Services as references.*

Senator Jay Costa, letter attached

[REDACTED]
[REDACTED]

LaTrenda Sherrill

[REDACTED]
[REDACTED]

MarQuice Scott Ford, letter attached

[REDACTED]
[REDACTED]

PROPOSAL INFORMATION

Date Submitted 3/2/2022

Amount Requested: \$150,000.00

CERTIFICATION

Please check the following before submitting your Proposal, as applicable:

I have read the standard County terms and conditions for County contracts and the requirements for DHS Cyber Security, EEOC/Non-Discrimination, HIPAA, and Pennsylvania's Right-to-Know Law.

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By submitting this Proposal, I certify and represent to the County that all submitted materials are true and accurate, and that I have not offered, conferred, or agreed to confer any pecuniary benefit or other thing of value for the receipt of special treatment, advantaged information, recipient's decision, opinion, recommendation, vote or any other exercise of discretion concerning this RFP.

Choose one:

My Proposal contains information that is either a trade secret or confidential proprietary information and I have included a written statement signed by an authorized representative identifying those portions or parts of my Proposal and providing contact information.

OR

My Proposal does not contain information that is either a trade secret or confidential proprietary information.

ATTACHMENTS

Please submit the following attachments with your Response Form. These can be found at <http://www.alleghenycounty.us/dhs/solicitations>.

- Partner commitment letters, if applicable
- MWDBE and VOSB documents
- Allegheny County Vendor Creation Form
- Audited financial reports or other financial documentation for the last three years
- W-9

REQUIREMENTS-

Please respond to the following. The maximum score a Proposal can receive is 100 points. Your response to this section should not exceed 12 pages. (Pages 1-3 are not included in the page count).

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Organizational Experience (20 points possible)

1. Describe your organizational experience serving the target population, specifically teens from diverse communities and populations. Please including examples of ways in which your organization connects with teens.

We seek to empower, nurture, and protect those most vulnerable to the criminal justice system. We work to amplify the voices of youth & families; activate a community of support; and advance policy & practice to drive equity and justice.

Founded in 2003, Amachi Pittsburgh has been serving children and families who, through no fault of their own, are faced with the seemingly insurmountable challenges of having an incarcerated parent. In Allegheny County alone, there are more than 8,500 children on any given day who are struggling with the disruption and chaos that having a parent behind bars brings to their young lives. With an exclusive focus on this vulnerable population, Amachi helps these children grow to realize their full potential and thrive by identifying and building upon their own strengths and resiliency, thereby disrupting the cycle of poverty and incarceration.

Embedded in the purpose and mission of Amachi is the drive for equity, justice, and empowerment of those whose lives and potential have been trampled by institutional inequities and racialized systems of oppression that are pervasive throughout society and right here in Allegheny County. We target communities with the fewest resources and services but the highest rates of school push-out and incarceration. We work strategically with a network of faith- and community-based partners and typically serve 150-300 youth annually who are not served by other agencies (offering programming for teens).

Recognizing that youth cannot be effectively served in isolation, particularly considering the trauma and compounding challenges encumbering this population, Amachi's proven, outcomes-based programming integrates family strengthening support. This unique, integrated model of complementary programs for teens addresses a broad spectrum of needs and offers a holistic approach consisting of:

- Mentoring to reduce the likelihood of young people perpetuating the intergenerational cycle of imprisonment. Based on the strengths, needs, and interests of our teens, mentoring pairs establish goals and commit to meeting a minimum of four hours per month for at least a year, engaging in activities conducive to positive youth development. Typically, 70-80% of matches extend their commitment beyond one year and the average match lasts three years.
- Family strengthening and reunification support to bolster family ties that help increase healthy family functioning as well as reduce trauma for children and recidivism when parents re-enter society. Workshops, resources and other activities are provided.
- Amachi Ambassadors youth leadership development program to empower teens to champion their own cause, become civically engaged and impact systems level change by using their powerful voices and compelling stories. Youth participate in monthly training/workshops and are equipped with tools to raising public awareness, educate policy makers, identify pressing issues and develop youth-led solutions.

Amachi's excellent track record has been documented through evaluation by university partners. Program participants routinely demonstrate positive decision making, they thrive socially and academically, exhibit self-control, are better equipped to solve problems, feel important and are

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themselves breaking the intergenerational cycle of incarceration. Specifically, while statistics suggest that youth will follow the path of their parents behind bars, Amachi's youth have proven otherwise with at least 92% of mentees avoiding any involvement with the justice system.

Amachi's strengths- and partnership-based program outcomes have also been recognized locally and nationally with multiple awards for committed work since inception.

2. Describe your organizational experience working in high-need communities.

Because of our unique mission on behalf of children with incarcerated parents, we intentionally target communities in Allegheny County with the highest rates of crime and incarceration where youth too often fall prey to the school-to-prison pipeline. Teens, in particular, are an extremely vulnerable and vastly underserved population that has high needs themselves. The shame, stigma, and financial burdens caused by having an incarcerated parent result in tremendous stress and trauma on the entire family, which leads to other issues such as behavioral/emotional problems, poor school performance and social disengagement. The needs and challenges of these youth require special attention, a coordinated continuum of care and standardized protocols within systems so they are not continuously marginalized and left behind.

Our commitment has always been to give our teens a fighting chance in a world with tremendous odds stacked against them. We strive to provide every opportunity for them to not only break generational incarceration cycles, but to also thrive at home, in school and in life. The Amachi model is fundamentally designed as a resident-driven strategy to muster caring adults and resources that are right in neighborhoods where these youth live. Our work began by partnering with more than 50 faith- and community-based organizations within these high-need neighborhoods that served as a pool of volunteers for mentoring in order to promote the dignity and value of our youth. Building on that foundation, we expanded our reach over the years to include additional recruitment pathways as well as agencies that bring unique, specialized skill-building opportunities and additional forms of support outside of Amachi's purview. We have extensive experience with outreach to teens and families in their neighborhoods, tabling at community events and hosting a variety of events and activities every year.

Amachi has been intentional about having a presence in these communities as it is difficult to reach this population due to the shame and stigma associated with parental incarceration that keeps so many families suffering in silence. Prior to the pandemic, staff routinely conducted home visits and youth assessments as a required component of the enrollment process and ongoing case management. While these visits are being conducted virtually, it is our expectation to return to home visits. We actively continue our programming with teens and outreach to faith-based institutions, community organizations and families in high-need neighborhoods.

3. Describe your organization's commitment to serving all individuals regardless of their race, ethnicity, sexual orientation, gender identity and expression (SOGIE), intellectual or physical ability, English language proficiency or life experiences.

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Amachi Pittsburgh states in the strongest terms our commitment to inclusivity and diversity and our ongoing determination to provide a welcoming and inclusive environment for all children, teens, and families regardless of age, color, disability, gender, gender expression, gender identity, genetic information, national origin, race, religion, sex, sexual orientation, or veteran status.

Amachi strives to build our capacity to thoughtfully identify LGBTQ+ and gender expansive youth and create a welcoming and affirming environment to support these youth and their families. Diversity is reflected in all levels of the organization, including board, youth, mentors and families. Mentor and staff training specifically address diversity, equity and inclusion.

Amachi allocates funding for, and mandates SOGIE training for all agency staff. Staff recognize, respect and discuss gender identity with youth and work proactively to create safe spaces for ongoing engagement and support.

Program Design (55 points possible)

4. Provide an overall description of your proposed Programming and how it will provide teens with the opportunity to engage in enriching and interesting activities. If applicable, include how input from teens and/or best practice research was/will be taken into consideration in the design of the Programming.

Amachi Pittsburgh's programming involves a holistic approach to empower youth impacted by parental incarceration to emerge as champions of their own cause, leveraging their powerful voices to educate key stakeholders and ultimately disrupt systems driving intergeneration incarceration. Our programming for teens includes one-on-one mentoring, youth leadership training and family support. We typically serve 150-300 youth annually with these programs.

The Amachi model is based on a national, evidence-based mentoring model which incorporates the elements of effective practice by mentors and is routinely informed by our constituents through focus groups and surveys. We additionally work in collaboration with regional and national experts in the field of positive youth development.

The Amachi model consists of the following distinguishing features:

- Youth-centered (youth participate in decision making).
- Coaching element - staff and mentors help connect the dots between activities, teen's decision making and their futures.
- The only model designed specifically for children of the incarcerated.
- Incorporates trauma-responsive strategies.
- Rooted in cross-sectoral partnership where reputable organizations work strategically together (social services, government, schools, businesses/corporations, philanthropy, community- and faith-based organizations, and others).
- High levels of accountability and support (ongoing monitoring and supervision of program activities).

Teens engage in programming with staff and/or well-trained adult mentors in one-on-one or group relationships both in community and school settings. We work strategically with a number of partner

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organizations to identify and recruit viable mentors; to ensure that we access and provide a variety of strengths-focused, enriching and educational activities; and to provide ongoing case management support. We embrace the strengths-based approach, focusing on assets more than the problem so that teens can discover and build upon their innate strengths as well as develop leadership skills. Too often, young people fear that their lives will “end up the same” as their parents who are serving time without recognizing their ability to chart a different course for themselves. It is imperative that we help them see themselves as capable and worthy of success and prosperity in life.

Interestingly, children with incarcerated parents are regarded by the U.S. Department of Justice as “the most at risk for future delinquency and/or adult incarceration,” which is exactly the fear many teens have expressed. Thus, our program intentionally helps to ensure that these young people grow to realize their potential through activities that build self-assurance in the four areas key to leading healthy, successful lives:

- **Belonging** – being part of a community and having meaningful relationships with caring adults;
- **Competence** – being able to do something well;
- **Usefulness** – having something to contribute; and
- **Power** – having control over one's future.

With regard to mentoring, the process of matching mentors and mentees is comprehensive and takes into account a number of factors including but not limited to:

- Youth strengths, interests and needs.
- Mentor capabilities, background and experiences
- Age and gender
- Personal and family preferences
- Compatibility
- Proximity of mentee and mentor neighborhoods

Mentors receive specialized training related to the impacts of poverty, crime and familial incarceration. This thorough training strategy equips mentors to walk our teens along a path of discovery that helps them recognize and build their own strengths while exploring new and enriching opportunities— cultural, educational and recreational—that otherwise have been inaccessible to them, such as workplace shadowing, live theatre, service-learning projects, and college exploration. Parents/guardians receive case management to address complex family issues (e.g., basic needs, mental health, conflict) so as to improve healthy family functioning, which promotes positive youth outcomes. Left unaddressed, instability in the home negatively impact youth in multiple ways, detracts from the mentoring experience and can lead to premature match closures. Research indicates that youth whose matches end prematurely have the potential to experience more harm than had they not been matched at all, and it is extremely important that we *do no harm*. The key is for mentors, parents/caregivers, staff and other stakeholders to work together, complementing each other's role as catalysts for positive youth outcomes.

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Mentoring and the Amachi Ambassadors program involves goal setting with long- and/or short-term goals so that teens are inspired to dream big and understand how to translate big, audacious goals into a realistic road map consisting of incremental steps and opportunities to celebrate small victories along the way. Goal planning focuses on academic, personal, social or other types of ambitions; higher education and career interests (based on mentee's age); and building or learning new skills. Program participants are required to commit to meeting for a minimum of four hours per month in routine intervals (weekly or bi-weekly) for a minimum of one year, based on national standards. Typically, our matches meet for eight hours a month with 70-80% of matches extending their commitment beyond one year. The average match lasts three years.

Aside from weekly/bi-weekly mentor-mentee activities, we offer year-round events for all program participants (mentors, mentees and families). We also partner with other agencies to provide clinical support to children and families experiencing mental/behavioral health issues. The following represents the types of activities typically hosted:

- Tutoring, planning for higher education/college prep (essay writing, SAT practice, etc.)
- Skill-building opportunities such as martial arts, archery, swimming classes, etc.
- Take Your Mentee to Work Day; career exploration.
- Practicing soft and hard skills necessary for the workplace.
- Learning to navigate systems to access resources and opportunities.
- Camps:
 - Photography Camp with National Geographic photographers to expose teens to photojournalism as a career, teach the technical skills of photography and promote the art of storytelling through a different "lens".
 - Chess camp to improve focus, concentration, memory and problem-solving skills.
 - Synergy Squad to develop teamwork and collaborative problem-solving competencies.
 - Sequential Art/Comic Books to teach storytelling, character development, and presentation skills.
- Back to School Bash – Distribution of backpacks and school supplies to mentees. Parents/caregivers and mentors bring youth to our office to pick up backpacks, receive resources and connect with other families. This event also provides program staff the opportunity to check-in with families, collect data and learn of any updates.
- Picnics with a hearty meal, outdoor games, boating, bike riding, resources, etc.
- Museum visits, concerts, plays and other performance arts events; visits to climbing wall facility, ice skating rink, pumpkin patch, amusement parks, baseball and football games.
- Holiday celebration with a hearty meal, fun activities, gift distribution and resources.

These quality activities are vital as they provide our teens the chance to: 1) explore new experiences and deepen relationships; 2) build leadership skills, a sense of pride and higher self-esteem; and 3) increase motivation and a sense of camaraderie by connecting with others who are also working to overcome similar circumstances.

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5. Describe how your Programming will provide a physically and emotionally safe space for teens.

Amachi Pittsburgh recognizes the challenges faced by youth and families who have an incarcerated member/s. We understand that children need to be supported, nurtured, and protected, not punished, and we recognize their need for a physically and emotionally safe space. Amachi's office has been visited by a DHS monitor and the office passes all safety requirements. Additionally, our leadership ensures that our physical space is maintained and meets all standards for safety.

Due to our program model, many activities occur in the community. Through training and ongoing monitoring of community activities, Amachi ensures that these activities are occurring in safe spaces.

We offer a trauma-based programming model that addresses and responds to the trauma faced by those we serve. Amachi is in the process of implementing The Sanctuary Model®, an evidence-supported template for organizational change which, at its core, promotes safety and recovery from adversity through the active creation of a trauma-responsive community. It promotes active creation and maintenance of a nonviolent, democratic, productive community to help people heal from trauma. The model also addresses the marginalization of specific cultural groups through exposure to trauma. Amachi team members receive extensive Sanctuary training and use the skills and techniques from this model to create a physically and emotionally safe environment for our children and teens.

6. Describe how your Programming will provide teens with opportunities to make positive connections to peers, adults, and their community.

The ultimate goal of the Amachi model is making and maintaining positive connections. As previously stated, youth are matched one-on-one with mentors, who meet routinely with Amachi staff. Group mentoring and the Amachi Ambassadors programs also target creating these connections to benefit youth.

Amachi programs are goal-driven and strive to facilitate these connections. Specifically:

- Community based one on one mentors agree to meet a minimum of four hours per month.
- Community based Amachi Ambassadors agree to meet six hours per month.
- School based group mentoring is planned throughout the school year.
- Multiple, year-round community events and activities open to all teens are provided. These include annual events like the holiday toy drive and the back-to-school bash.

Amachi's programming help young people identify and build assets while developing self-assurance in the four areas key to leading healthy, successful lives:

- Competence – skill building, learning through new experiences, being able to do something well.
- Usefulness – having something to contribute; community service; applying skills through raising awareness, advocacy, and civic engagement.
- Belonging – being part of a community and having meaningful relationships with caring adults and peers.

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- Power – amplifying voices; having a seat at decision making tables; having control over one’s future.

Amachi believes that a positive connection is the first step of a much larger process; we strive to provide youth with the knowledge, resources and support to transform those positive connections into change and transformation in their communities and in their own lives.

7. Why do you think teens will want to participate in your Programming?

We have had phenomenal, measured success with teen involvement since Amachi was founded in 2003. Amachi strives to create innovative, creative programming that both engages youth and teens and provides programming that gives them a fighting chance to break generational incarceration cycles and thrive. In our Amachi Ambassadors program, which was created based on input from teens received in focus groups, we involve our teens in the planning of activities and curriculum to develop their self-assurance in key areas. Amachi continuously receives input from teens involved in the program to respond to their goals and makes programmatic changes in response.

Based on survey feedback we have received from teens involved in our programs, the primary reasons that are identified as why they participate in our programs include:

- The opportunity to collaborate with like-minded peers
- The ability to access resources, like conferences and educational activities
- Meeting and learning from experts and speakers
- Having a relationship with a caring, supportive adult who isn’t a parent or teacher
- The opportunity to participate in fun activities with someone with similar interests
- Feeling like there is “someone on your side”

Additionally, Amachi has an exciting opportunity this year to utilize virtual reality (VR) technology for our youth to engage in immersive learning experiences, such as virtual fields trips to a foreign country. This opportunity will introduce youth to cutting edge technology and will inspire creativity and increased interest in technology. We are excited to provide our youth with the chance to truly see the world in a brand-new way.

8. Describe how you will market your Programming and open referral pathways.

In keeping with our strategic plan, Amachi recognizes the importance of program marketing and we have already begun to implement the plan’s strategy to have a unified development and communications. Our goal is to best utilize our existing outreach and marketing channels and increase content, engagement and action. **Assisting with this effort is a former Amachi mentee who is working in the development and communications as a part-time employee.**

This will help Amachi to stay better engaged with children, teens, and families. Amachi maintains strong community, county and state partnerships that provide channels for referrals into our programs. These referral pathways include schools, churches, community groups, businesses and organizations, and other nonprofits.

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9. Describe how you will staff your Programming and the strategies you will use to recruit, hire, and retain racially diverse staff, staff with relevant lived experience and staff that reflect the population served.

Amachi underwent a rigorous strategic planning process in 2020, and we focused on prioritizing and leveraging strengths and opportunities while addressing vulnerabilities to tackle these issues. As part of this plan, we recognized and are committed to address that the fact that the same institutional inequities and racial disparities impacting the families we serve, impact Amachi as a small, Black-led organization. In fact, many members of Amachi staff have life experience they share with the youth and families in our program.

We know that to reach our maximum impact, Amachi must be the model place to work, learn and grow in Pittsburgh's nonprofit sector. The plan centers people as our most valuable assets, those providing services and those receiving services, those investing time and those investing finances, those holding positions of political power and those building collective power – all who make equity, justice, and transformation possible.

Based on this focus, our priority areas are:

- Attract the best servant leaders in the Pittsburgh region to serve the organization as staff or as board members
- Provide a leadership pathway that develops, elevates, and retains talent
- Create a compensation structure that incentivizes staff retention
- Foster a culture where staff feel balanced and are rewarded

Considering these priorities, Amachi secured an HR consultant who has worked with us to perform an audit of staff roles, create a formalized onboarding protocol for staff and board, create staff development plans, and solidify advanced agency infrastructure planning to ensure we are running efficiently and effectively to have the best chance at supporting families of incarcerated people.

10. Describe how your Programming set teens on a positive trajectory toward adulthood and any skills you expect teens to gain (e.g., socioemotional, leadership, workforce-related, conflict resolution skills).

Our programming helps young people identify and build assets while developing self-assurance in the four areas key to leading healthy, successful lives:

- **Competence** – skill building, learning through new experiences, being able to do something well. For example, a mentee was struggling in school with reading, in response, her mentor dedicated time to spend with her going to the library and reading together. The mentee improved her reading skills and grades, increased her academic self-esteem and gained confidence in herself and as a reader.
- **Usefulness** – having something to contribute; community service; applying skills through raising awareness, advocacy, and civic engagement. For example, youth in the Ambassadors program worked with local and state legislators to advocate for and succeed in passing a state act which included the First Chance Fund, a fund created to benefit children of incarcerated parents.
- **Belonging** – being part of a community and having meaningful relationships with caring adults and peers. For example, Amachi hosts many community events for our youth, teens and families that provide them with the opportunity to engage with their peers.

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- **Power** – amplifying voices; having a seat at decision making tables; having control over one’s future. For example, mentees develop unique and lasting relationships with their mentors that in some cases have resulted in mentees attending and graduating from college, an opportunity they previously believed was impossible. Amachi strives to teach youth the confidence, support and knowledge that they can create change in their own future and the futures of their communities.

We know that youth are strong and resilient and possess the strength that is necessary to make a difference in their lives and the world. Amachi provides them with the building blocks to make that happen.

Statistically, evidence shows that Amachi program participants routinely demonstrate positive decision making, thrive socially and academically, exhibit self-control, are better equipped to solve problems, feel important, and are themselves breaking the intergenerational cycle of incarceration, at a success rate of 92%. Specifically:

- 95.6% of mentees report that mentors make a positive impact on their life
- 88.2% of mentors rate their mentoring relationship as excellent or good

Implementation Challenges (15 points possible)

11. If your Program experiences low attendance, how will you engage more teens?

After years of high levels of engagement and recruitment, Amachi faced a recruitment and attendance challenge due to the Pandemic shutdown in March 2020. In response to the constantly changing climate and in an effort to maintain engagement rates and attendance in our programs, we responded by:

- Researching and implementing ideas learned from responses from other local and national groups
- Offering virtual mentoring using the evidence-based TEAMS curriculum with PROPEL Schools
- Engagement with The Pittsburgh Steelers- activities for our youth and families including a Community Draft Day with a distribution of books, food, recreational supplies, employment resources, and more
- In partnership with WQED, offering a workshop entitled Adulthood of African American Girls, including Make-and-Take Station that taught stretching, meditation, and grateful journaling to promote positive thinking and future goal setting
- Visiting Oasis Farms in Homewood- tours of the Oasis Farm and Fishery Bio shelter and several different workshops to learn about aquaponics, gardening, and healthy nutrition
- Developing new and creative ideas for engagement, like the previously mentioned VR initiative
- Incentivize recruitment and attendance strategies, for example, new mentor referrals received a gift card

Above all, we like to put our teens in the lead role to develop methods to recruit other teens. Their input and ideas have resulted in increased attendance and recruitment success in our programs. We also have a part-time staff member, MarQuice Scott Ford, who is an Amachi alumnus that is working to develop new engagement ideas and opportunities.

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We are continually proactive in our community relations and prioritize the ongoing promotion, awareness, and recruitment for our programs to teens, children, families, community members, partners, and stakeholders.

12. If one of the teens in your Program experiences behavioral or mental health issues, what will you do?

The children and teens served by Amachi are at great risk for experiencing behavioral and/or mental health issues. Economic instability, minority status, living in an area hit harder by the virus, and preexisting mental health problems are some of the most notable risk factors for children experiencing mental and behavioral health challenges today, especially during the pandemic. This group includes children with incarcerated parents who, prior to the pandemic, were already facing seemingly unsurmountable and unaddressed struggles.

There is a growing body of research that clearly shows that because of the ongoing pandemic, children are reporting a dramatic upsurge in mental health challenges. In fact, a high as 40% of children are saying they feel anxious, depressed and/or stressed (Child Mind Institute, 2021). Preliminary findings of a statewide study are showing drastic increases in teens self-reporting depression, anxiety, and suicidal ideation.

Amachi follows the Sanctuary Model, a trauma informed evidence supported template, and staff utilize the Sanctuary model to provide a framework to respond to client behavioral or mental health challenges with specific, effective tools and skills. Amanda Taylor, Amachi's Director of Mentoring and Partnerships, has experience in Cognitive Behavioral Therapy, and has her master's degree in pastoral counseling. In her role, Amanda has access to a mental health referral network to which Amachi uses as a resource for youth in our program in need of services. Additionally, all Amachi staff will be trained in Youth Mental Health First Aid by the University of Pittsburgh in 2022.

13. If a parent of a teen in your Program expressed the family's need for support outside of what your Program can provide, what will you do?

With Amachi being a partnership-based model, our service as a community leader in Allegheny County has resulted in an extensive network of community resource providers with whom we regularly engage to ensure the youth and families in our care receive the support they need beyond our capacity to address. Case management is an important part of our work so staff would certainly make the connection between our families and the appropriate providers. Depending on the needs, we may leverage our volunteers/mentors and other stakeholders to assist as we did during the height of the COVID-19 pandemic. We organized our volunteers and community partners in the collection and distribution of a host of resources including groceries, household items, care packages, PPE, and holiday meals and gifts.

Budget (10 points possible)

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14. In the space below, provide a detailed one-year, line-item budget that reflects a realistic estimate of the costs associated with implementing and sustaining the Programming.

Personnel Related Expenses	\$875,208.00
Professional Services	\$71,000.00
Operating Expenses	\$31,300.00
Facility Expenses	\$60,500.00
Program Related Expenses	\$159,900.00
Travel and Related Expenses	\$16,080.00
Special Event Expenses	\$38,000.00
Other Expenses	\$67,400.00
	\$1,319,388.00

15. In the space below, provide a budget narrative that clearly explains and justifies all line items in your proposed line-item budget.

1. Personnel related expenses
 - a. Personnel includes executive director, three director level staff, four program staff, outcomes specialist and executive affairs manager.
2. Professional services
 - a. Accounting, IT, payroll, audit, and other professional fees.
3. Operating expenses
 - a. Office supplies, card services, printing, postage, permits, memberships, software, and misc. expenses
4. Facility expenses
 - a. Rent, utilities, facility maintenance, hardware, and furniture and equipment leases
5. Program Related expenses
 - a. Program supplies, contractors, participant stipends, program events and outings, outreach and recruitment, participant (non-staff) transportation, other program expenses.
6. Travel and related expenses
 - a. Local and out of town travel, lodging, meetings, conferences, and workshops
7. Special event expenses
 - a. Venue and equipment rental, entertainment, food, and beverage, supplies and other expenses for bi-annual Amachi Hachi Pachi event (October 2022)
8. Other expenses
 - a. Insurance, directors and officers, marketing and communications, professional development, and misc. expenses

43RD DISTRICT
STATE SENATOR
JAY COSTA

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The Democratic Leader



Senate of Pennsylvania

COMMITTEES

APPROPRIATIONS, EX-OFFICIO
RULES & EXECUTIVE NOMINATIONS,
DEMOCRATIC CHAIR
INTERGOVERNMENTAL OPERATIONS

costa@psenate.com
www.senatorcosta.com

February 16, 2022

Director, Division of Contracts
Allegheny County Department of Human Services
One Smithfield Street
Pittsburgh, PA 15222

Dear Director:


I am writing in support of Amachi Pittsburgh as advised me of their intent to apply for Allegheny County Department of Human Services contract funding for Teen Funding for the OST (Out-of-School Time) Programming. I write to express my strong support for this application.

I am one of four coauthors of Senate Bill 790, introduced on June 21, 2017, which would establish a public charitable trust to help children of incarcerated loved ones and reverse the direction of prison bound youth in Pennsylvania. I have become deeply aware of the excruciating challenges that children with incarcerated parents face. Not only do they experience extreme family dysfunction, but many of their closest role models (usually a father, and often additional relatives or others who enter their lives) are engaged in criminal behavior. For this reason, often these vulnerable children become involved in crime and delinquency before reaching adulthood. I can think of no youth population that is in greater need of positive mentoring than children with incarcerated parents. Amachi Pittsburgh has served this population faithfully for 18 years with exceptional results. In fact, 92% of youth who have participated in Amachi's programs do not become involved in the criminal justice system.

Amachi Pittsburgh's creative programming for teens of incarcerated parents addresses the dire need for services to support youth in Allegheny County's highest need communities. Additionally, Amachi Pittsburgh has a long history of success in collaborating with community partners to reach communities with high concentrations of teens who have limited access to programming. Funding from DHS will enable Amachi to engage these youth and help to lift them up by providing the vital support and resources they need to envision a brighter future for themselves and break the cycle of incarceration.

I enthusiastically support Amachi Pittsburgh as a candidate for this funding and hope to have the opportunity to assist in promoting Amachi's continued growth through Allegheny County. Thank you for your consideration of Amachi Pittsburgh's application. If you have any questions regarding my support of this proposal, please contact my office.

Sincerely yours,


Senator Jay Costa, Jr.
43rd District

March 1, 2022

Director, Division of Contracts
Allegheny County Department of Human Services
One Smithfield Street
Pittsburgh, PA 15222

Dear Director,

I am writing to you to share my experience with Amachi Pittsburgh and to support their request for Allegheny County Department of Human Services contract funding for the OST (Out-of-School Time) Programming.

I am currently a senior in college at Robert Morris University. I became involved with Amachi Pittsburgh in 2008. My mother enrolled me in the Amachi mentor program, and I was matched with my mentor, Sean. My mother's decision to enroll me into Amachi has had a profoundly positive impact on my life. My relationship with Sean has continued to be beneficial especially as I work towards my college graduation.

For years, Sean and I would meet at least once every two weeks. While I enjoyed the activities we did together such as sporting events and exploring new places, it was Sean's understanding of what it meant for me to not have my father in my life that I appreciated the most. He didn't try to fill that role, but instead I learned by watching how he interacted with his family, both immediate and extended, which he included me as part of. He probably didn't think as a kid I was watching, but I was. The relationship that I had with Sean was so positive for me, and it taught me so much. We were matched for 10 years, and we remain friends today.

I am grateful for Sean, Amachi Pittsburgh, and my mom for finding this program. Sean and Amachi taught me so much that will help me continue to be a success in life.

Sincerely,

MarQuise Scott Ford