



Allegheny County Department of Human Services

RFP Response Form

RFP for Out-of-School Time Programs

PROPOSER INFORMATION

Proposer Name: Project Destiny, Inc.

Authorized Representative Name & Title: Rev. Brenda J. Gregg, Founder/Executive Director

Address: 2200 California Avenue, Pittsburgh, PA 15212

Telephone: [REDACTED]

Email: bjgregg@projectdestinypgh.org

Website: www.projectdestinypgh.org

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

Date Incorporated: July 21, 2004

Partners included in this Proposal: NA

How did you hear about this RFP? *Please be specific.* [Click or tap here to enter text.](#)

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	Rev. Brenda J. Gregg	[REDACTED]	bjgregg@projectdestinypgh.org
Contract Processing Contact	Rhonda L. Jennings	[REDACTED]	rjennings@projectdestinypgh.org
Chief Information Officer	Rob Sarraf CIO/Account Manager Wolf Consulting	[REDACTED]	rsarraf@wolfconsulting.com
Chief Financial Officer	Darryl Brown	[REDACTED]	[REDACTED]
MPER Contact*	Robert Johnston - Bookminders	[REDACTED]	[REDACTED]

* 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.

Rev. Brenda J. Gregg, President
Founder/Executive Director

Samuel P. Kamin, Secretary/Treasurer
Goldberg, Kamin & Garvin

Chris Hennessy, Emeritus, (*At Large*)

Floyd Deschamps, P.E., President
The Desner Group, LLC

Carol Lynn Greer, Human Resource Director
Pittsburgh Zoo & PPG Aquarium

Jamie Hanson, Ph.D., Assistant Professor
Department of Psychology, University of Pittsburgh

Rosalyn B. Markovitz, Development Officer (*Retired*)
University of Pittsburgh

David C. Peters, P.E., Civil Engineer (*Retired*)
Cameron Construction Ltd.

Maggie Feinstein, Behavioral Health Consultant
Allegheny Health Network

Board Chairperson Name & Title: Rev. Brenda J. Gregg, Founder/Executive Director

Board Chairperson Address: 2200 California Avenue, Pittsburgh, PA 15212

Board Chairperson Telephone: [REDACTED]

Board Chairperson Email: bjgregg@projectdestinypgh.org

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.

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Please do not use employees of the Allegheny County Department of Human Services as references.

Manchester Citizens Corporation
LaShawn Burton-Faulk, Executive Director/Chair at Manchester Citizens
1319 Allegheny Avenue
Pittsburgh, PA 15233
[REDACTED]

Email: lfaulk@manchestercitizens.org

The Buhl Foundation
Daniel Barrett, Program Officer
Centre City Tower Building
650 Smithfield Street, # 2300
Pittsburgh, PA 15222
[REDACTED]

Email: barrett@buhlfoundation.org

UPMC Children's Hospital of Pittsburgh
Elizabeth Miller, MD, PhD, FSAHM
Division Director, Adolescent and Young Adult Medicine and Professor of Pediatrics, Public Health and Clinical and Translational Science
University Center, Suite 302.2
120 Lytton Avenue
Pittsburgh, PA 15213
[REDACTED]

Email: Elizabeth.miller@chp.edu

PROPOSAL INFORMATION

Date Submitted 3/2/2022

Amount Requested: \$215,000.00

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.

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,

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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
- Completed budget template

REQUIREMENTS

Please respond to the following. The maximum score a Proposal can receive is 125 points. Your response to the following section should not exceed 6 pages. (Pages 1-3 are not included in the page count).

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Organizational Experience (15 points possible)

1. Describe your organizational experience providing OST Programming or programming that works with youth and families.

Project Destiny provides a clean, safe, and encouraging environment for school aged children to learn, grow and explore new things. Youth will engage in a variety of academic activities and field trips. Field trips enrich and expand the curriculum, strengthen observation skills by immersing children into sensory activities, increase children's knowledge in a particular subject area and expand children's awareness of their own community. We offer quality programming such as homework assistance, nutritious meals, fitness, and we partner with other organizations who provide various enrichments. These partnerships (The Mattress Factory, Carnegie Library of Pittsburgh, The National Aviary, Allegheny County Sanitary Authority - ALCOSAN) offer the children an opportunity to not only improve academically, but exposes them to Science, Technology, Engineering, Mathematics, Literacy, positive role models, positive social interactions, and positive fun. Field trips are always a highlight for our youth. In the fall, Project Destiny partners with "Lights On Afterschool". Lights On Afterschool is a national project of the Afterschool Alliance, a nonprofit public awareness and advocacy organization working to ensure that all children and youth have access to quality afterschool programs. In preparation and great excitement of this day a theme is selected by the Lead Afterschool Teacher, which is centered around either Science, Technology, Engineering, or Mathematics. Once selected, youth get to create their own project, parents are invited to see their creations, and a meal is provided. This annual event brings the staff, youth, and parents together. It is always a great time! All activities of Project Destiny are designed to keep children actively engaged in the learning process. Our goal is to promote good behaviors, healthy habits and to excite children to explore and learn.

2. Describe your organizational experience working in high-need communities, especially the community(ies) you are proposing to serve.

Project Destiny creates direct connections between residents and the services they need via community-driven outreach that provides trusted and personalized connections. Our team of Cultural Consultants and Outreach Workers, many of whom are residents of the neighborhoods we serve, help build relationships with youth and families by doing home visits, advocating for youth in schools and the court system. We canvass Northside neighborhoods to see what a family's needs are as well as connecting them to services (our two Early Learning Centers, Afterschool Program, Summer Camp, Healthcare Providers, Utility companies, The Greater Pittsburgh Food Bank, as well as other service partners). Project Destiny works to build direct, trusted relationships with youth, residents, as well as health and human service partners.

Program Design (40 points possible)

3. Provide an overall description of your proposed OST Programming:

- Describe how you will provide youth with a physically and emotionally safe space to spend time and how you will ensure that they and their parents/caregivers feel safe.

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Provide a brief description of current or proposed safety policies and procedures. Describe the physical location you intend to use.

- Describe how you will provide opportunities for youth to engage in enriching activities and how the activities align with the Programmatic Content expectations outlined in Section two of the RFP. Provide an example of a week's schedule of activities.
 - Describe how you will provide participants with opportunities to make positive connections with peers, adults and their community. Provide a brief description of your organization's code of conduct for staff, staff training expectations, and policies and procedures.
 - Describe the community(ies) in which you intend to locate your OST Programming. Why did you select those community(ies)? How will you tailor your Programming to respond to the unique needs of the community(ies) you are serving?
- 1. Project Destiny provides a clean, safe, and encouraging environment for school aged children to learn, grow and explore new things.

(See Attached Safety Policies & Procedures)

OST location:

Destiny of Faith, 3737 Brighton Road, Pittsburgh, PA 15212
(412) 761-3777 or (412) 231-1258, (412) 761-4194 Fax

- 2. Schedule of Activities:

Project Destiny, Inc. Afterschool Schedule
2022/2023 Afterschool Program (3pm – 6pm)

Schedule: M-Th:

3:00p - 3:30p Arrival/Snack

3:30p - 4:30p Tutoring, Homework Help or Intentional Learning

4:30p - 5:30p Activity/Enrichment (1 Enrichment Activity/Day)

5:30p - 6:00p Dinner

Friday Schedule: Free Day Friday:

3:00p - 3:15p Snack

3:30p - 5:00p Games, movies, enrichment etc.

5:00p - 5:15p Clean Up/Prep for Dinner

5:15p - 5:45p Dinner

5:45p - 6:00p Center Clean Up

6:00p - 6:15p Staff Field Day

Saturday Schedule: Community Saturday Arts Academy

9:30AM – 1:00PM

Enrichment Schedule:

Monday Language Arts/Music

Tuesday Art

Wednesday Science & Math/Music

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Thursday	Fitness/Chess
Friday	Free Day Friday

- 3. Project Destiny's code of conduct for staff, staff training expectations, and policies and procedures:

Our staff is experienced and trained to work with school aged children. The health and safety of each child in our care is priority. While in care, the activities provided are designed to engage each student and will ensure a positive after school experience. The teachers and assistants provide structure, guidance and direction which will focus on keeping children on-task. All Staff is required to have all of their clearances (Child, Criminal, FBI, National Sex Offender Registry, PA Disclosure Statement), Mandated Reporter training, CPR/1st Aid training, Fire Safety training and other training opportunities as needed.

(See attached Afterschool Parent Information Handbook)

- 4. Our OST program is in the Brighton Heights neighborhood (Destiny of Faith, 3737 Brighton Road, Pittsburgh, PA 15212), however we serve the following communities:

Allegheny Center/Allegheny West, Brighton Heights, California-Kirkbride, Central Northside, Chateau, East Allegheny, Fineview, Manchester, Marshall-Shadeland, Northshore, Northview Heights, Perry North/Perry South, Spring Garden, Spring Hill-City View, Summer Hill, Troy Hill

Youth and Parent Experience (10 points)

4. Why do you think youth will want to participate in your OST Programming? Provide specific methods you will use to ensure that they remain engaged and interested in your Programming.

Project Destiny, Inc.'s OST will continue to be multipurpose to consist of academic support but also, we collaborate with the guardians (Parents and caregivers) and the children themselves to see what they desire to see a part of our program. This has inspired us to add meaningful components to our traditional OST Programs. We have added a Saturday Arts Academy from 10am-1pm where children participate in Liturgical and African dance, art projects, spoken word (communication) opportunity as well as group discussions that includes bullying, substance use, how to stay safe regarding victims or perpetrators of violence, trainings on de-escalation, emotional and well-being discussions on the level of our kids; Elementary, Middle school and High School (teen) development. Parents want their children in a safe environment free from violence and the daily struggle kids are having in school and in our neighborhoods. Kids need consistent engaging adults and older teens that supervise them to keep children from engaging in risky behaviors. We offer additional special celebrations that engage the kids and the families, such as – Parent and Child dinner dance (Valentine's Day), Easter Egg Hunt luncheon, Harvest Fest (Halloween arts party) where small prizes are awarded for the best painted pumpkins, December (Christmas Party), where gifts are pre-packaged for each family are given to be shared

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with their children. Our program gives youth access to enrichment activities, and they are encouraged to achieve. We also stipend youth participation of the older teens as Reading Warriors for afterschool and summer camp. Students can earn Destiny Dollars to purchase things they may need as part of our Destiny Store. Older youth can work with our staff as Counselors in Training (CIT's), Jr. Counselors and they learn work-skills, interviewing skills, how to dress for interviewing, etc. The youth see ways that they can grow and work. Our staff will help a family with the employment applications for Learn and Earn if needed.

5. Describe your approach to communicating with parents/caregivers. Provide specific methods you will use to ensure that parents/caregivers feel comfortable with your OST Programming and confident that their child is safe and well cared for.

We schedule an orientation meeting before Afterschool and Summer Camp begins. Parents and Caregivers are given a handbook that is reviewed during the orientation. Meet and greet staff (especially new staff), Q & A time is set to discuss any questions they may have. We schedule regular meetings each month to go over any issues, new programs, needs, etc. During the COVID-19 pandemic, we have done some of these meetings through ZOOM and/or conference call. Individual meetings are set as needed during the year. Food is always a part of our in-house meetings for the families.

Operations (20 points)

6. Describe how you will market your Programming and open referral pathways. Provide a description of how you will build and sustain relationships with schools.

We currently have a relationship with the Northside schools. We will continue to provide them Project Destiny pamphlets and informational materials concerning our programming.

7. 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.

Project Destiny, Inc. strives to make representation a priority. Our diverse staff and youth population allow us to have discussions surrounding race and equality. At Project Destiny, we choose to partner with other organizations that share our values and seek out presenters that will inspire them to become young leaders in the community.

8. Provide the hours and days you expect your OST program to operate during the school year and summer.

Afterschool Program - 3:00PM – 6:00PM Summer Camp - 8:00AM – 4:00PM
Both Programs are held Monday through Friday.

9. Describe your plan for storing and providing healthy snacks and meals during the school year and summer.

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Project Destiny provides a Kitchen for all meals, including a Refrigerator, a stainless-steel large Cooler for water, milk, juice, fruit cups, cold foods, etc., and a warmer to accommodate hot foods.

Implementation Challenges (20 points possible)

10. If your Program experiences low attendance, how will you engage more youth?

We will share with the family programs, goals, general results, field trip schedules, opportunities for families to be involved. Monthly Newsletters will be shared, News blast will be sent out to share what is going on in our OST programing.

11. If a youth in your Program experiences behavioral or mental health issues, what will you do?

Every effort will be made to work through behavior challenges. However, excessive offenses will be grounds for dismissal.

Minor Offenses:

Lack of respect shown to a fellow student or staff member

1st Offense: Verbal warning (will not be reported to Parent/Guardian)

2nd Offense: Written warning describing the behavior will be issued to the Parent/Guardian

3rd Offense: Removal from the activity- Student and staff member will report to Director for discussion of behavior.

4th Offense: Parent/Guardian will be contacted immediately, and the student will receive a 3-day suspension.

Serious Offenses:

Endangering another person's well-being

1st Offense: Student will be removed from activity and a written warning describing the incident will be issued to the Parent/Guardian.

2nd Offense: Parent/Guardian will be contacted immediately, and the student will receive a 3-day suspension.

3rd Offense: Student will be suspended from the program.

Immediate Suspension:

At the discretion of the Executive Director, any student whose disruptive behavior adversely affects the operation of the center may result in immediate suspension.

12. If the results of the bi-annual parent survey indicate that parents are not satisfied with the experience of their children in your Program, what will you do?

We want the results of the parents/caregivers' voices. Depending on what we learn from the survey is so important. We want to meet the needs of our families and our children.

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- First, we will acknowledge the families concerns without negative feedback. We want to know what the family wants-
- We want to make meaningful changes. We also realize we may not be able to do all the things asked of us, but we can discuss their concerns and if we need to make changes in the way we are doing something or our programming; we will certainly take a hard look to see how we can make their children's experiences better.
- Surveys are done to get feedback and to more effectively be able to work with children. We will intentionally look at each concern and we will discuss with families during our family meetings. Families must know we have heard them, and we want to work together in resolving any and every issue possible.
- The results of the Survey will be shared with our staff and the administration of Project Destiny, Inc. We will come together with our staff to review and evaluate how and if we can make the change. And when we are not able to make a specific change- we still need to discuss why certain things cannot be done...
- We must and will value the voices of our families at all times.

13. If a parent of a child in your Program expresses a transportation issue, what will you do?

Afterschool Program:

Project Destiny currently has two Toyota Sienna vans and two staff (Van Drivers) who pick up youth from all the Northside schools for those youth who attend our program. Even though parents are to pick their children up after the program, if a parent has transportation issues, our van driver(s) will take that youth(s) home.

Summer Camp:

We currently do not offer transportation to and from our Summer Program, however, if there is a transportation issue with someone, we will make arrangements for that youth(s) to attend our program.

Financial Management and Budget (20 points)

14. Using the budget template available on our website, provide a detailed one-year, line-item budget that reflects a realistic estimate of the costs associated with implementing and sustaining the Programming. Please include any other funding sources that would contribute to OST Programming, including fees to families. The budget template file attachment will not count toward page limits. Please note:

- Indicate the number of children you expect to serve, with DHS funding, during the school year at a \$27 rate and during the summer at a \$40 rate. Please also share the total number of children you expect to attend afterschool and during the summer (include other seats that will be paid for through other funding streams).
- If you intend to administer programming at multiple sites, please provide the number of youths you plan to serve by site both during the summer and during the school year.
- Include any other funding sources that would contribute to OST Programming, including fees to families.

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

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Additional funds are needed to clean our youth spaces as well as general inflation going up. It's been difficult to recruit individuals to work with our youth for wages to be beneficial to accept part-time work. We have had to increase staff wages just as we have had to increase services needed to provide quality out of school programming.

16. Describe the funding model of your proposed OST Program (i.e., do you have a mixed model of private pay, subsidy and free spots, only free spots?).

99% of the youth we serve in our programs qualify for free or reduced lunch/meals. Since the COVID-19 pandemic and due to financial stress on a lot of our families, there is no cost for our programs.

Please populate only the green cells. If you are proposing to have locations at multiple sites, please complete a tab for each site. If you are proposing to provide over 3 sites, please copy and paste onto new tabs.

	total # of children requesting funding for**	rate	days	total
Afterschool	30	\$27	180	145000
Summer	50	\$40	35	70000
				215000

Project Destiny, Inc.
Budget Template 2022-2023

**DHS funding if for free programming, so children funded through private pay and subsidy should not be included in this request

**Funding can be requested for a subset of total number of children served

Afterschool	Expense
Personnel	81405
Operations (supplies, rent)	27525
Other: 2 Vans for daily transportation from 5 Northside Schools	21600
Indirects	14470
*Total:	145000

Total funding request based on seats 145000

*Total should = total funding request based on seats

Summer	Expense
Personnel	39400
Operations (supplies, rent)	17700
Other: Bus transportation for 7 roundtrip	3000
Fieldtrips	
Indirects	9900
*Total:	70000

Total funding request based on seats 70000

*Total should = total funding request based on seats