

REQUEST FOR PROPOSAL APPLICATION PACKET
PROGRAM YEAR 2022

Broome County



Youth Bureau

NYS OFFICE OF CHILDREN AND FAMILY SERVICES (OCFS)

YOUTH SPORTS AND EDUCATION OPPORTUNITY FUNDING

BROOME COUNTY YOUTH BUREAU
2022 REQUEST FOR PROPOSALS
YOUTH SPORTS AND EDUCATION OPPORTUNITY FUNDING

INTRODUCTION

Part Y of Chapter 59 of the Laws of 2021 legalized mobile sports wagering in New York State. Subdivision 8 of section 1367 of the Racing, Pari-Mutuel Wagering and Breeding Law established that 1% of state tax proceeds from mobile sports wagering were to be used to support grants for sports activities and education for youth. A grantmaking fund was created under OCFS in the SFY 2021-2022 budget for the purpose of providing annual awards to support sports programs for underserved children and youth under the age of 18. The focus of these grants will be to support youth development via local nonprofit organizations.

The Broome County Youth Bureau is requesting proposals for Youth Sports and Education Opportunity Funding to support programs for Broome County youth between the ages 6-17.

Sports and Education Opportunity Funding awards are guided by the following principles:

- Sports can be effective tools in positive youth development and family engagement when programs are well-delivered and meet quality measures.
- Sports can improve the lives of young people by promoting positive social, emotional, health and educational outcomes and have important life-long impacts.
- Sports enable opportunities for young people to succeed economically through leadership roles.
- Coaching education greatly improves the sports experience and the development of young people.

Funded programs must provide a variety of structured sports activities for a broad range of youth in under-resourced communities. OCFS encourages a flexible definition of “sport” to include activities that highlight movement, physical fitness, and outdoor engagement – such as dance, yoga, and hiking.

Priority will be given to programs that serve youth identifying as black, indigenous, people of color and/or providers of color and/or providers of adaptive sports for youth with physical disabilities that aim to foster the following development outcomes:

- Educational connection and achievement – More youth attending and completing school with increased attainment, including programs that have collegiate placement success
- Physical health and well-being – Increasing physical activity and positive relationships to one’s body and physical activity
- Mental health and well-being – Improving outcomes related to youth mental health and social and emotional skills development and connectedness
- Employment – Increasing qualifications and skills, such as collective problem solving, teamwork, and dispute resolution, that help prepare youth for suitable employment

- Community cohesion – Breaking down barriers to reduce discrimination, crime, and violence in communities and help young leaders emerge

I. ELIGIBILITY

Programs eligible to apply for funding through this RFP must meet the criteria below:

- Provide structured sports activities for youth ages 6-17.
- Serve youth in New York State.
- Be certified as tax exempt under section 501(c)(3) of the U.S. Internal Revenue Code.
- Be in good standing with the New York State Charities Bureau.
- Demonstrate basic competency in the areas of governance, monitoring and evaluation, partnership, and financial stewardship.
- Have a child protection policy in place that includes adherence to local city, agency, school district, and state child protection guidelines.
- Collect registration data, including participant demographic information as required by OCFS in such a fashion as to be able to accurately report anonymized aggregate data.

Organizations and activities not eligible for funding:

- For-profit organizations or businesses.
- Private foundations, as defined in section 509(a) of the U.S. Internal Revenue Code.
- Organizations that discriminate based on age, ethnicity/race, political affiliation, religion, sexual orientation, gender, gender identity, physical or other disability, national origin, or any protected characteristic under local, state, and/or federal law.
- Research or project planning activities.
- Support for elite or private sports camps, programs, or teams.
- Endowments, memorials, budget deficits, or fundraising activities.
- Religious organizations whose sports programs do not have a secular and community focus.
- Lobbying, political, or fraternal activities.
- Capital projects, except eligible facility upgrades.

II. FUNDING

Funding may provide general operating dollars to give programs flexibility to efficiently allocate resources for quality programming. Line-item budgets should focus on programming costs, including but not limited to:

- Coaches/instructors/direct service staff/mentors (including training/professional development)
- Equipment
- Educational programming costs
- Facility/field and/or space cost
- Maximum of 15% of funds for administrative/overhead costs

III. FUNDING PERIOD

To be eligible to receive funds offered in this Request for Proposals, services must include programming delivered January 1, 2022, through December 31, 2022. Funding is not automatic or guaranteed.

IV. AVAILABLE FUNDING

In awarding funds, all 2022 program proposals are considered new and competitive. Matching funds are not required, though the strongest proposals will demonstrate support from other sources in addition to the Youth Bureau. Collaboration with other partners is encouraged. \$12,848 is available in Youth Sports and Education Opportunity funding for the 2022 calendar year. Broome County Youth Bureau reserves the right to cap the amount given to any program based on the total amount requested by all applicants and the amount of funds available.

V. REIMBURSEMENT PROCESS

Funding is reimbursement based. Agencies submit claims on forms provided by the Broome County Youth Bureau to the Youth Bureau Office quarterly for approved program expenses that were incurred during that quarter. Claims should be received in the Youth Bureau Office by the 15th of the month following the end of each quarter.

VI. REPORTING REQUIREMENTS

Programs will be required to maintain adequate program records to report on program activities and participant outcomes attainment on a quarterly and annual basis using forms provided by the Broome County Youth Bureau. Failure to adequately document the provision of services and outcome attainment could result in the loss of funding. Programs will be monitored by the youth Bureau Advisory Board annually. You will be contacted for a site visit if you a receipt of Youth Bureau Funding.

The following measures are required:

- Life Area: 2PEH Physical and Emotional Health
- SOS: 0232 Year-Round/Seasonal Activities
- Performance Measures:
 - How Much: 0232A.1 # of youth participating (unduplicated)
 - How Well: 0232B.4 % of youth completing the program
 - Better Off: 0232C.1 #/% reporting they have improved their ability to socialize/interact with peers/family/other members of the community

VII. APPLICATION DEADLINE

All proposals must be submitted **electronically to Elizabeth Woidt at Elizabeth.woidt@broomecounty.us** and must be received by **12:00pm on Friday, June 17, 2022, to be considered for funding. No proposals received after this date will be considered.**

Proposals must include a complete narrative that addresses all sections of the attached PROGRAM NARRATIVE OUTLINE and a complete PROGRAM TOTAL BUDGET (APPENDIX B) that includes the itemized total programs costs and the amount of Youth Sports and Education Opportunity funding requested.

ANY QUESTIONS OR REQUESTS FOR ADDITIONAL INFORMATION MUST DIRECTED TO:

Elizabeth Woidt, Director: Broome County Youth Bureau, 60 Hawley Street, Binghamton, NY 13902

PROGRAM NARRATIVE OUTLINE

The following outline **MUST** be followed, and every subsection included in the narrative, in the order listed below. Please include headings for each section. Proposals will be read and evaluated by the Broome County Youth Bureau Advisory Board, please make them as clear and concise as possible. Exclusive of required attachments, please limit the narrative to no more than 5 pages. Please use margins of 1" for sides, bottom and top, and the font should be Times New Roman at size 12. The maximum number of points proposals can receive is 40 (narrative = 36 and budget = 4). The maximum number of points for each item is shown next to the item number.

At the top of the narrative, please include:

- **Agency Name**
- **Agency Address**
- **Program Name**

Program Summary

Provide a 100-word maximum summary of your proposed program

1. Need Statement (11 points)

Describe the specific local youth need(s) or problem(s) that the proposed program is intended to address.

2. Target Population (2 points)

Describe the characteristics of the youth to be served by this program.

Include:

- number of youths to be served
- demographics of target population (age, gender, ethnicity, etc.)
- geographic area from which youth will be recruited

3. Program Design (7 points)

Programs must provide Services, Opportunities and Supports (SOS) related to the Touchstone Life Area Physical and Emotional Health, specifically Year-Round/Seasonal Activities.

Also, include:

- Location of the program. Where will participant activities take place?
- Days and hours of operation (per activity)
- Months during which the program will operate (year-round, school calendar, summer, etc.)
- Length of time youth will participate. Is it open ended or do participants leave program once the desired participant outcome has been attained.
- Does this program coordinate or collaborate with other community-based services to accomplish its mission?
- How this program differs from other similar programs/services available to the target population.
- ***Features of Positive Developmental Settings (4 points)*** – Describe how the 8 Features of Positive Developmental Settings, which according to research conducted by the National Research Council are essential elements of quality Youth Development programs, are integrated into your program design (see Appendix A).

4. Participant Outcomes (7 points)

Participant outcomes are the expected change in knowledge, skills, attributes, or behaviors a participant will experience because of participating in your program. Outcomes should be considered as follows:

- Life Area: 2PEH Physical and Emotional Health
- SOS: 0232 Year-Round/Seasonal Activities: Programs that enable youth to be active and encourage physical fitness or activities which promote creative and pro-social group participation. They may be operated year-round or during the summer months. Programs of this type might include yoga, Zumba, summer swim programs, or basketball, soccer, baseball camps, or organized group games as well as cultural, science, or pro-social enrichment activities for youth and their families (e.g., field trips).
- Performance Measures:
 - How Much: 0232A.1 # of youth participating (unduplicated)
 - How Well: 0232B.4 % of youth completing the program
 - Better Off: 0232C.1 #/% reporting they have improved their ability to socialize/interact with peers/family/other members of the community

Describe the instrument(s) that will be used to measure your performance measures. These tools collect information and may include behavior checklists, satisfaction surveys, attitude questionnaires, pre-/posttests, etc.

- Indicate the source of these tools (validated instruments, self-developed, etc.).
- How often will these tools be used to track participant progress (beginning and end of program, every 3 months, 6 months, etc.)?
- Who will be responsible for making sure that participant progress is tracked and documented as described?

5. Monitoring (2 points)

Describe your process to be used to monitor on a regular basis that proposed program activities have been implemented as described and adequate program records are being maintained.

Include:

- Who will be responsible for monitoring?
- How often monitoring will take place
- How monitoring activities will be documented

6. Personnel/Volunteers (1 point)

- List qualifications or attach job descriptions for positions being funded through this proposal, as well as other key positions that influence program design. Have funded positions received training in youth development topics such as: conflict resolution, social/emotional development, focus on youth strengths, resiliency, etc.?
- Indicate which staff is being paid with OCFS funds, and the amount of time assigned to the program.
- If applicable, provide information on any volunteers who will be directly involved in the program.

Include:

- How they will be screened and trained
- What duties they will perform
- How their work will be supervised

7. Board of Directors (1 point)

- Provide a list of your Board of Directors including Name, Board Position, Home Address, Employer's Name, any relevant Professional or Community Affiliations.
- Identify any Youth Members (under age 21).

8. Agency Mission, Qualifications and Past Accomplishments (1 point)

- *Briefly* describe the agency's mission and past accomplishments in providing services to the target population or a similar program to another population.
- Discuss the agency's unique organizational strengths (fiscal, administrative, staffing, networking, collaborative efforts, etc.) that qualify it to deliver the services described and to achieve the desired participant and program outcomes.
- Describe the source and amount of any additional funding used to support this program and the agency's attempts at securing other sources of funding.

9. Budget (4 points)

- See Appendix B for Budget Document
- See Appendix C for Non-Reimbursable Costs

APPENDIX A, B, and C

Appendix A

Features of Positive Youth Developmental Settings

Physical and Psychological Safety

Safe and health-promoting facilities; practice that increases safe peer group interaction and decreases unsafe or confrontational peer interactions. Examples:

- The emotional climate of the session is predominantly positive (e.g., mutually respectful, relaxed, supportive; characterized by teamwork, camaraderie, inclusiveness, and an absence of negative behaviors).
- The program space is free of health and safety hazards.
- Written emergency procedures and exits are posted in plain view.
- Access to indoor and outdoor program space is supervised during program hours.

Appropriate Structure

Limit setting; clear and consistent rules and expectations; firm enough control; continuity and predictability; clear boundaries, and age-appropriate monitoring. Examples:

- Staff explains all activities clearly (e.g., youth appear to understand directions; sequence of events and purpose are clear).
- There is an appropriate amount of time for all the activities (e.g., youth do not appear rushed; most youth who are generally on task finish activities; most youth do not finish significantly early with nothing planned to do).
- Staff shares control of most activities with youth, providing guidance and facilitation while retaining overall responsibility (e.g., staff uses youth leaders, semiautonomous small groups, or individually guided activities).
- Staff provides an explanation or reason for every behavioral expectation, guideline, or direction given to youth.
- Guidelines for behavior (e.g., attire and standards of respect and cultural awareness) are developed by youth and staff together.
- Rules and behavioral expectations are readily available, and the staff reviews them with participants over the course of the program offering (e.g., at the beginning of every session or whenever infractions are likely to occur).

Supportive Relationship

Warmth; closeness; connectedness; good communication; caring; support; guidance; secure attachment, and responsiveness. Examples:

- Staff uses a warm tone of voice and respectful language.
- Staff is actively involved with youth (e.g., they provide directions, answer questions, work as partners or team members, check-in with individuals or small groups).
- Staff provides youth a structured opportunity to talk about (or otherwise communicate) what they are doing and what they are thinking about to others
- New staff participates in pre-service orientation activities which include elements of youth development

Opportunities to Belong

Opportunities for meaningful inclusion regardless of one's gender, ethnicity, sexual orientation, or disabilities; social inclusion, social engagement, and integration; opportunities for socio-cultural identity formation; and support for cultural and bicultural competence. Examples:

- There is no evidence of bias, but rather there is mutual respect for and inclusion of others of a different religion, ethnicity, class, gender, ability, appearance, or sexual orientation.
- Youth have structured opportunities to get to know each other (e.g., there are team building activities, introductions, personal updates, welcomes of new group members, icebreakers, and a variety of groupings for activities).
- Activities include opportunities for all youth to work cooperatively together.

Positive Social Norms

Rules of behavior, expectations, injunctions, ways of doing things, values and morals, and obligations for service. Examples:

- Youth do not exhibit any exclusion or staff successfully intervenes if exclusive behavior occurs (e.g., staff introduces newcomer to other youth, and they then include her, staff successfully suggests including a lone youth in a game).
- Youth strongly identify with the program offering (e.g., hold one another to established guidelines, use ownership language, such as "our program," engage in shared traditions such as shared jokes, songs, gestures).
- Activities include structured opportunities (e.g., group presentations, sharing times, recognition celebrations, exhibitions, performances) to publicly acknowledge the achievements, work, or contributions of at least some youth.
- The organization has explicit conflict resolution policy or procedure that consists of several steps that staff uses when addressing conflict including: (1) approaches youth conflicts in a nonthreatening manner (i.e., approaches calmly, stops hurtful actions, and acknowledges youth feelings); (2) seeks input from youth to determine cause and solution of conflict; (3) examines relationship between actions and consequences; (4) follows up with those involved afterward.

Support for Efficacy & Mattering

Youth-based; empowerment practices that support autonomy; making a real difference in one's community, and being taken seriously. Practices that include enabling, responsibility granting, and meaningful challenge. Practices that focus on improvement rather than on relative current performance levels. Examples:

- Program activities lead (or will lead in future sessions) to tangible products or performances that reflect ideas or designs of youth
- Staff provides all youth one or more opportunities to lead a group
- Staff provides multiple opportunities for youth (individual or group) to make plans for projects and activities
- Staff provides opportunities for all youth to make at least one open-ended choice (content or process) within the content framework of the activities (e.g., youth decide topics within a given subject area, subtopics, or aspects of a given topic; youth decide roles, order of activities, tools, or materials, or how to present results).

- Staff engages all youth in an intentional process of reflecting on what they are doing or have done (e.g., writing in journals; reviewing minutes; sharing progress or feelings about the experience).

Opportunities for Skill Building

Opportunities to learn physical, intellectual, psychological, emotional, and social skills, exposure to intentional learning experiences, opportunities to learn cultural literacy, media literacy, communication skills and good habits of mind; preparation for adult employment, and opportunities to develop social and cultural capital. Examples:

- Activities involve youth in engaging with (creating, combining, reforming) materials or ideas or improving a skill through guided practice
- Youth are encouraged to try out skills or attempt higher levels of performance.
- When youth struggle (with errors, imperfect results, or failure), staff provides learning supports or encouragement

Integration of Family, School, and Community Efforts

Coordination, communication and links between family, school, and broader community. Examples:

- Family members are formally welcomed as part of the program (e.g., there is an open-door policy, families are given opportunities to volunteer or participate, there is an orientation on program enrollment)
- Staff has intentional or established ways of communicating with families (e.g., conferences, communicate about youth academic and social or emotional goals, newsletters, and phone calls).
- Communication with schools occurs to better coordinate supports and opportunities for youth.
- Communication with other community organizations occurs to better coordinate supports and opportunities for youth.
- The organization actively builds links to the community (e.g., seeks new participants within the community: seeks opportunities for youth to participate in community service; pursues new opportunities for community members to support the program i.e., donation of time, space, materials, financial support, etc.)

Appendix B

PROGRAM TOTAL BUDGET

AGENCY NAME: _____ **PROGRAM TITLE:** _____

PERSONAL SERVICES (Salaries and Wages)

Position Title	Rate	Salary Basis	No. of Positions	Total Program Amount	Funds Requested
				\$	\$
				\$	\$
				\$	\$
				\$	\$
				\$	\$
				\$	\$
				\$	\$
Total Salaries and Wages:				\$	\$

FRINGE BENEFITS (Not to Exceed 25%)

Fringe Benefit Rate _____ %	Total Fringe:	\$	\$
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1. TOTAL PERSONAL SERVICES:	\$	\$
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CONSULTANTS, CONTRACTED SERVICES

Position Title	Rate	Payment Basis	No. of Positions	Total Program Amount	Funds Requested
				\$	\$
				\$	\$
				\$	\$
				\$	\$
1. TOTAL SERVICES:				\$	\$

MAINTENANCE AND OPERATION

Consumable Supplies	\$	\$
Maintenance/Equipment Repairs	\$	\$
Equipment Rentals (List in space at right)	\$	\$
Equipment Purchases (List in space at right)	\$	\$
Space Rentals (Indicate rate/basis/type at right)	\$	\$
Travel (Included mileage rate @ \$0. per mile)	\$	\$
Insurance (List type in space at right)	\$	\$
Utilities and Telephones	\$	\$
Other Costs (List in space at right)	\$	\$
2. TOTAL MAINTENANCE AND OPERATION		\$

FACILITY REPAIRS

Repairs	\$	\$
Total Salaries and Wages:		\$

TOTAL PROGRAM BUDGET	TOTAL FUNDS REQUESTED
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GRAND TOTAL:

\$	\$
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List all other sources of funding used to support this program

NON-REIMBURSABLE COST LIST

PERSONAL SERVICE

UNQUALIFIED STAFF
PREPAYMENTS
BOARD MEMBERS
FAMILY BOARD W/O OCFS APPROVAL
VACATION LUMP SUM PAYMENTS IN EXCESS OF 2 WEEKS
RETROACTIVE RAISES EXCEPT UNION AGREEMENTS
BONUSES
OVERTIME (OVER 40 HOUR WEEK)
LAW ENFORCEMENT STAFF except Juvenile Aid and DARE officers

FRINGE BENEFITS

EXCESS OF 25% OF SALARIES
FEDERAL UNEMPLOYMENT
DIRECT MEDICAL PAYMENTS
NYS UNEMPLOYMENT – SELF INSURED NFP'S
PERSONAL RETIREMENT PLANS
MUNICIPAL EMPLOYEES EXCEPT RHYA COORDINATOR

CONSULTANTS/CONTRACTED SERVICES

FUND RAISING CONSULTANT
ANNUAL CPA AUDIT IF OCFS CONTRACTS FOR AUDIT
YOUTH STIPEND/GIFT CARDS/ALLOWANCES

MAINTENANCE AND OPERATION

CASH PAYMENTS (Except Petty Cash)
YOUTH CLOTHING (Except Inexpensive T-shirts and Caps)
EXPENSIVE PRIZES/TROPHIES/GIFT CARDS
RENTAL PAYMENTS FOR AGENCY-OWNED BUILDING
LONG TERM VEHICLE LEASE
VEHICLE PURCHASE
TRAVEL- HOTEL ROOMS FOR YOUTH (unless related to conference attendance)
BOARD LIABILITY INSURANCE
BONDING INSURANCE
AUTO INSURANCE
FIRE, THEFT AND PROPERTY INSURANCE
UTILITIES IF NOT INCLUDED IN THE RENT
CONTRIBUTIONS/DONATIONS
FINES/PENALTIES
SALES TAX
SECURITY DEPOSIT
STAFF PHYSICALS
INDIRECT COSTS
LOAN/INTEREST ON LOANS
PREPAID EXPENDITURES (EXCEPT WHEN REQUIRED)
MUNICIPAL TAXES
PERSONAL MEMBERSHIP FEES
LANDSCAPING

OUT OF STATE AND AIR TRAVEL WITHOUT AUTHORIZATION
FUND RAISING
HONORARIUM
PRE/POST CONTRACT COSTS
PER GAME REIMBURSEMENT FOR BOWLING, SKIING ETC.
UNIFORM AND STAFF CLOTHING
YOUTH PHYSICALS (unless required for participation)
ACTIVITIES FOR WHICH FEES ARE CHARGED

FACILITY REPAIR/PURCHASE

REPAIRS GREATER THAN \$1,000
CAPITAL CONSTRUCTION
CAPITAL PURCHASE
BUILDING REHABILITATION

Cell Phones – A copy of the cell phone bill must be submitted with the claim. Reimbursement will not be made on personal cell phone costs; please make sure business calls are clearly identified. OCFS reserves the right to request justification for cell phone costs. Cell phones must be necessary for the operation of the program.

Credit Card Payment – A copy of the credit card bill must be submitted with the claim with the account number obliterated. In addition, receipts for the items for which reimbursement is being requested must be submitted.

**Please note that Gift Cards are not a Reimbursable Expense per OCFS*

**NEW YORK STATE
OFFICE OF CHILDREN AND FAMILY SERVICES
INDIVIDUAL PROGRAM APPLICATION**
Program Information

Program Title:	QYDS ID# (<i>For County Use Only</i>):	Program Year:
FUNDING INFORMATION		
Funding Category: <input type="checkbox"/> Youth Development Funding <input type="checkbox"/> RHYA-Part I <input type="checkbox"/> RHYA-Part II <input type="checkbox"/> Safe Harbour <input type="checkbox"/> Other _____		County:
FUND AMOUNTS		
TOTAL PROGRAM AMOUNT:		
OCFS FUNDS ALLOCATED:	OCFS FUNDS REQUESTED:	
PERIOD OF ACTUAL PROGRAM OPERATION:		
FROM:	TO:	
AGENCY INFORMATION:		
This Agency is: <input type="checkbox"/> Private, Not for Profit <input type="checkbox"/> Public <input type="checkbox"/> Religious Corporations	Federal ID #:	Charities Reg.#:
Agency Website:	Implementing Agency:	
Mailing Address:		
Address Line 2:		
City:	State:	Zip Code:
CONTACT PERSON FOR AGENCY:		
Last Name:	First Name:	
Title:	Phone Number:	Extension:
Fax Number:	E-Mail:	
EXECUTIVE DIRECTOR FOR AGENCY:		
Last Name:	First Name:	
Title:	Phone Number:	Extension:
Fax Number:	E-Mail:	

EXECUTIVE DIRECTORY/BOARD CHAIRPERSON SIGNATURE

Disclaimer: Please note that submission of these forms to the County Youth Bureau does NOT guarantee funding will be allocated to your program.

Changes have been submitted on the electronic OCFS-5001, 5002, 5003.

NEW YORK STATE
OFFICE OF CHILDREN AND FAMILY SERVICES
INDIVIDUAL PROGRAM APPLICATION
Agency Summary Instructions

Implementing Agency: Enter name of incorporated agency responsible for program.

Program Title: Enter the title of the program.

QYDS ID#: **County Use Only.** This number will be provided to you after the application has been entered into QYDS. Contract Agencies will get this number from their County Youth Bureau. **All programs will have new QYDS ID#'s annually.**

Program Year: Enter the year the program will operate.

FUNDING INFORMATION

Funding Category: To be completed by the County. Categories include: Youth Development Funding, RHYA Part I, RHYA Part II, Safe Harbor **OR** Other.

County: Enter County where program applying for funding is located.

FUNDING AMOUNTS

Total Program Amount: Enter the total Program Budget.

OCFS Funds Allocated: To be completed by the County. This figure should be what the Youth Bureau is actually allocating to the program applying for funds.

OCFS Funds Requested: Enter the state aid being requested from the County.

Period of Actual Operation: Enter the month and year that the program begins (FROM) and the month and year that the program ends (TO).

RHYA PROGRAMS ONLY:

RHYA I: Provides 60/40 state-local matching funds for coordination of RHY services, as well as short-term (30-60 days) **OR** (60/120 days) **OR** residential and non-residential services to runaway and homeless youth under age 21, i.e. Interim Family Programs (Host Home).

RHYA II: Provides 60/40 state-local matching funds for residential and non-residential services to youths ages 16-21 for up to twenty-four months, i.e. Transitional Independent Living Support Programs.

Agency Information: Enter the type of agency; Federal ID #; Charities Registration #; and agency website (if Applicable). Enter the name, address, city, state, and zip code of the incorporated agency responsible for operation of the program.

Contact Person for Agency: Enter name, title, phone number, extension (if applicable) fax number and email of the person who can sign on behalf of the applying agency.

Executive Director for Agency: Enter information for the person to contact for this program. The email should be a business or official e-mail address.

Disclaimer: Check the box only if there have been changes to the 5001, 5002 and/or 5003. If there are no changes a hard copy of the 5001 **must** still be sent to the County Youth Bureau with an original signature.