



Kent County Local Management Board (KCLMB)  
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Rosemary Ramsey Granillo, Director

## FY 2025 Request for Proposals

### Youth-Led Peer Mentoring Program

#### “Beyond Your Mental”

Release Date – Monday June 10, 2024

Submission Information:

Pre-Submission: Please **notify** Rosemary Ramsey Granillo (contact information above) of intent to submit a proposal.

Eligibility: State and Local Agencies, Consultants, Non-Profit Organizations

Timeline	
RFP Virtual Questions and Answers Meeting 1:30 p.m. Email for Link	<b>June 21, 2024</b>
Deadline to submit questions	<b>June 28, 2024</b>
Application Submission Date	<b>July 1, 2024</b>
Award Notification	<b>July 12, 2024</b>
Project Implementation Period	<b>July 12, 2024-June 30, 2025</b>

Submission Information: Electronic submission only to [rramseygranillo@kentgov.org](mailto:rramseygranillo@kentgov.org). Please ensure you receive a confirmation receipt after submission.

### Beyond Your Mental Peer Mentoring Program

KCLMB is seeking proposals to continue a multi-year peer mentoring program between Kent County High School seniors and juniors and 8<sup>th</sup> and 9<sup>th</sup> grade students transitioning from Middle to High School. The program design for “Beyond Your Mental” was a youth led design process and the successful proposal will preserve the youth led component of this program.

The proposals for FY25 will be implemented during the 2024-2025 school year.

### BACKGROUND

Moved by adolescent depression, hopelessness, and anxiety trends KCLMB prioritized behavioral health wellness among Kent County High School students in their FY2023-FY2025 Community Plan for Children, Youth, & Families.

Since the 2014-2015 Maryland Youth Risk Behavior Survey was conducted, rates for Kent County High School students who reported feeling chronically sad or hopeless increased from 23% to 28%, while students who reported they had seriously considered attempting suicide rose from 16% to 23%. Other reported issues such as bullying and being threatened increased as well. While there is not more recent Youth Risk Behavior Survey data for Kent County, the school system has reported dramatic increases in students identified through threat and suicide assessments as well as an increasing number of students receiving behavioral health services.

During the 2023-2024 school year, KCLMB funded a youth-led design team at Kent County High School that focused on how to best support behavioral health wellness among their peers. The consulting group Findlay House Global facilitated a 15-session, learn-by-doing youth leadership academy: Y.O.U.R. Kent County. (Youth Organizing and Uniting to Re-Power). The academy focused on exploring how power, generational stories, and ACEs (Adverse Childhood Experiences) intersect, Y.O.U.R. Kent County Student Leaders designed a community project that addresses the “mentality” that currently drives and influences high-risk behavior among Kent County youth. The group of 35 Kent County high schoolers worked together to create, “Beyond Your Mental” —a multi layered name meant to express the importance of maintaining a focus on your mental health (“Be on”, by being aware and able to acknowledge your emotions); as well as the fact that your current mindset (“mental”) doesn’t have to define you! You can go “beyond” your current mentality and create a new and better reality if you are willing to get past a negative mindset.

Between January and June of 2024 Findlay House Global facilitated the pilot launch of Beyond Your Mental. This maintained the relationship with the student leaders and implemented Mentor training. The pilot recruited additional mentors and outreached and signed up mentees from Kent County Middle School, effectively laying the groundwork for the 2024-2025 school year.

Please carefully review the report from Findlay House Global. This provides an important model for youth led processes and specific components that the students identified for 'Beyond Your Mental'

## SCOPE OF WORK

a. KCLMB seeks a vendor to support the implementation of:

The vision "Beyond Your Mental" (BYM), a cross-age mentoring program, targeting KCMS 8th and 9<sup>th</sup> graders (the mentees) and facilitated by KCHS 10th-12th graders (the mentors). BYM seeks to help 8<sup>th</sup> graders and 9<sup>th</sup> graders (primarily)—and their parents (secondarily)—have an easier transition from middle school to high school and build a stronger connection with school and community.

The program helps younger peers face their challenges by teaching them leadership skills, instilling positive coping habits, and pairing them with a high school mentor who is ready and willing to relate to them on their level on a bi-weekly basis in large group sessions and one-on-one sessions. High School Mentors will increase their connection with school, parents, and friends, strengthen interpersonal skills, as well as their self-esteem and sense of civic mindedness.

Ensuring adequate program coordination and leadership, choosing the right mentor, selecting the activities to facilitate the mentor-mentee relationship building, providing plentiful training and supervision to peer mentors, and allowing youths to lead the program are [recommended](#) best practices in cross-age youth peer mentoring programs.

b. Project partnerships will include KCLMB staff, Kent County High School staff, and appropriate community agencies and organizations serving youth.

c. The proposal should identify short-and long-term strategies to address racial disparities among students as well as implementation and evaluation components to ensure that racial and ethnic disparities are examined, evaluated, and addressed.

d. The selected vendor will be required to be knowledgeable and trained in Adverse Childhood Experiences (ACES) and Trauma-Informed Practices (TIPS). The proposal should include discussions of these concepts with the youth participating in the program and the program should incorporate and actively use Trauma Informed Practices.

e. The timeline and narrative should describe the implementation phases necessary, such as plans for training, building partnerships and organizational capacity, recruitment, and so on.



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## APPLICATION TEMPLATE

### Youth-Led Peer Mentoring Program – Beyond Your Mental.

Organization Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, and Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

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1. Describe how your proposal is able to implement the vision and components of “Beyond Your Mental”.

- a. Identify your process for implementing the cross age peer mentoring program that is youth led, based on the Beyond Your Mental vision and pilot activities.
- b. Describe your partnerships and assurances of cooperation from KCPS and other community providers.
- c. How will your proposal examine, evaluate, and address racial disparities, especially as seen with behavioral health well-being?
- d. Describe your experience with Adverse Childhood Experiences (ACES) and Trauma-Informed Practices (TIPS). How will this be incorporated in your proposal?
- e. Provide a detailed timeline for the grant award period.

2. Include a detailed budget. The budget narrative should include calculations that detail hourly rates, estimated number of hours you expect to spend on the program, cost per session for snacks and food, materials or supplies you will need to be successful. Please use the attached Template.

## **Reservations**

KCLMB reserves the right to make changes to this RFP at any time and will communicate changes to potential applicants who have indicated an interest in this RFP by contacting the point of contact via phone or email. Changes will not be re-advertised.

This RFP creates no contractual obligation on the part of the KCLMB. KCLMB is not responsible for any costs incurred by the respondent in preparing a response to this request. KCLMB reserves the right to reject any response or cancel this request at any time.

## **Grant Awards and Conditions**

The submission of a proposal does not, in any way, guarantee an award. The grants available through this process will be funded as one-time only awards and will be disseminated according to the timeline outlined in this document. KCLMB will notify the applicant of the outcome of the review process. Applicants whose concepts are selected for an award will receive technical assistance from the KCLMB as necessary to finalize deliverables and budgets prior to the execution of a formal grant award.

Grant awards will be issued by KCLMB and must be fully executed prior to the disbursement of funds.

The conditions below outline the basic terms and requirements for the use of funds provided for activities covered by selected programs. Failure to fulfill any of the following conditions may result in suspension or termination of the grant award.

1. Funds received by the vendor under this award will be used solely for the purpose of implementing the activities outlined in the grant award, which are taken from applicants' final program plan;
2. Prior to execution of an awarded contract, the successful bidder shall submit a "Certificate of Insurance" indicating it carries the specified insurances in the amount specified in this RFP. Coverage shall be maintained throughout the term of the contract. Coverage costs can and should be included in the proposal budget. Unless otherwise specified, coverage levels shall be required as follows:
  - B. General Liability - Minimum - \$2,000,000
  - C. Workers' Compensation Insurance as required as by law.
  - D. Comprehensive Liability Insurance with minimum limits of \$1,000,000 per person, \$2,000,000 per occurrence. Policy shall include the broad form of Comprehensive General Liability Endorsement or its equivalent
  - E. All required coverage shall include and specifically name the County as an additional insured and loss payee with respect to all operations under the contract.
  - F. The successful bidder will furnish the County any up-to-date certificates of insurance stating the requirements listed above at contract implementation.
3. Kent County Ethics Ordinance: By submitting a proposal in response hereto, the bidder acknowledges that it is familiar with the County's Code of Ethics, CPLL, Chapter 29, and certifies that it has no knowledge of any violation of that Chapter, that it has no knowledge of any conflict of interest which may exist or arise under Chapter 29 if the bidder is awarded a contract, and that it has not given any gift (as that term is defined in Chapter 29) to anyone who has or may participate in the awarding of this contract or the management of supervision

thereof. Contact the County's Attorney Office at 410-778-3805 if any additional information is required. Copies of Chapter 29 may be obtained by phoning the County at 410-778-4600, or by logging on to the County's web page and linking to the on-line version of the CPLL.

4. No amendment or modification to the activities covered under the grant award is binding unless it is in writing and signed by all parties with written approval by the KCLMB;
5. The vendor's use of these funds is subject to monitoring by the KCLMB. The vendor is required to submit program and financial reports to the KCLMB as specified in the notice of grant award, and to provide the KCLMB with any documents and access to other information to comply with any request made of the KCLMB in conformance with State or federal laws and regulations;
6. The vendor may not discriminate in the implementation of the program/project against any employee, applicant for employment, provider of services, or applicant for services because of race, color, religion, sex, age, national origin, disability, or any other characteristic forbidden as a basis for discrimination by applicable laws.
7. The vendor assures that:
  - a) It is qualified to do business with the State of Maryland and will take such action as, from time to time, may be necessary to remain so qualified.
  - b) It is not in arrears with respect to the payment of any fees due and owing the State of Maryland, or any Department, or agency thereof, including but not limited to, the payment of taxes and employee benefits and that they shall not become so in arrears during the term of this grant; and
  - c) It shall comply with all federal, state, and local laws applicable to its activities and obligations under this grant.
8. The vendor shall indemnify and hold harmless Kent County and the State of Maryland against liability for any suits, actions or claims of any character arising from or relating to the performance of the Vendor under this grant;
9. The Vendor shall immediately notify KCLMB of any claim or suit made or filed against the vendor regarding any matter resulting from or relating to the vendor's obligation under this grant, and will cooperate, assist, and consult with the State of Maryland and the KCLMB in the defense or investigation of any claim, suit, or action made or filed against the State as a result of relating the vendor's performance under this grant.
10. KCLMB may cease or reduce funding of grant awards if such reductions are necessary due to the reductions in federal or State appropriations or the KCLMB budget. In the event of such reductions, KCLMB shall pay the vendor fair and equitable compensation for costs reasonable incurred for activities consistent with this grant award before notice of any reduction in the award.
11. Funds expended in excess of the grant award are the responsibility of the vendor.