



November 16, 2020

To Interested Parties:

Community Connectors Partnership Opportunity with Miami-Dade County Project PEACE: Innovations in Community Based Crime Reduction (CBCR)

We anticipate The Department of Justice (DOJ) Bureau of Justice Assistance (BJA) and the International Association of Chiefs of Police (IACP) to approve Project PEACE's proposed Implementation Plan in December 2020. The plan includes contracting an organization to work in a selected Micro-Target Area in Goulds, assisting the community through a group of "Community Connectors." Community Connectors will maintain a visible presence in the micro-target area on a routine basis through August 2021. This federally funded, innovative crime reduction project involves working with Police, community-based organizations, and residents to improve communications, relationships, and conditions in the area.

Project PEACE will execute the approved strategies in the Micro-Target Area, which comprise a small portion of unincorporated South-Dade, Goulds neighborhood with about 893 identified households that have been particularly hard hit in terms of violent crime during the past few years. The boundaries are from South of SW 212th Street to North of SW 228th Street and East of SW 117th Avenue to West of SW 112th Avenue with some exclusions. (*Attachment 1 and 2*).

At this time, Miami-Dade County seeks to partner with a local 501(C)3 non-profit organization located in or near the area. Moreover, the selected agency must have a track record of providing similar services, grant management experience with federal grants as well as existing positive connections in the area. The agency will hire, train, staff, manage and supervise the "Community Connectors" (*Attachment 3-A and 3-B*). However, these "Community Connectors" will represent both the CBO and Project PEACE, i.e., working for the CBO in support of the County's PEACE Project. **The anticipated strategy period is from January 2021 through August 2021.**

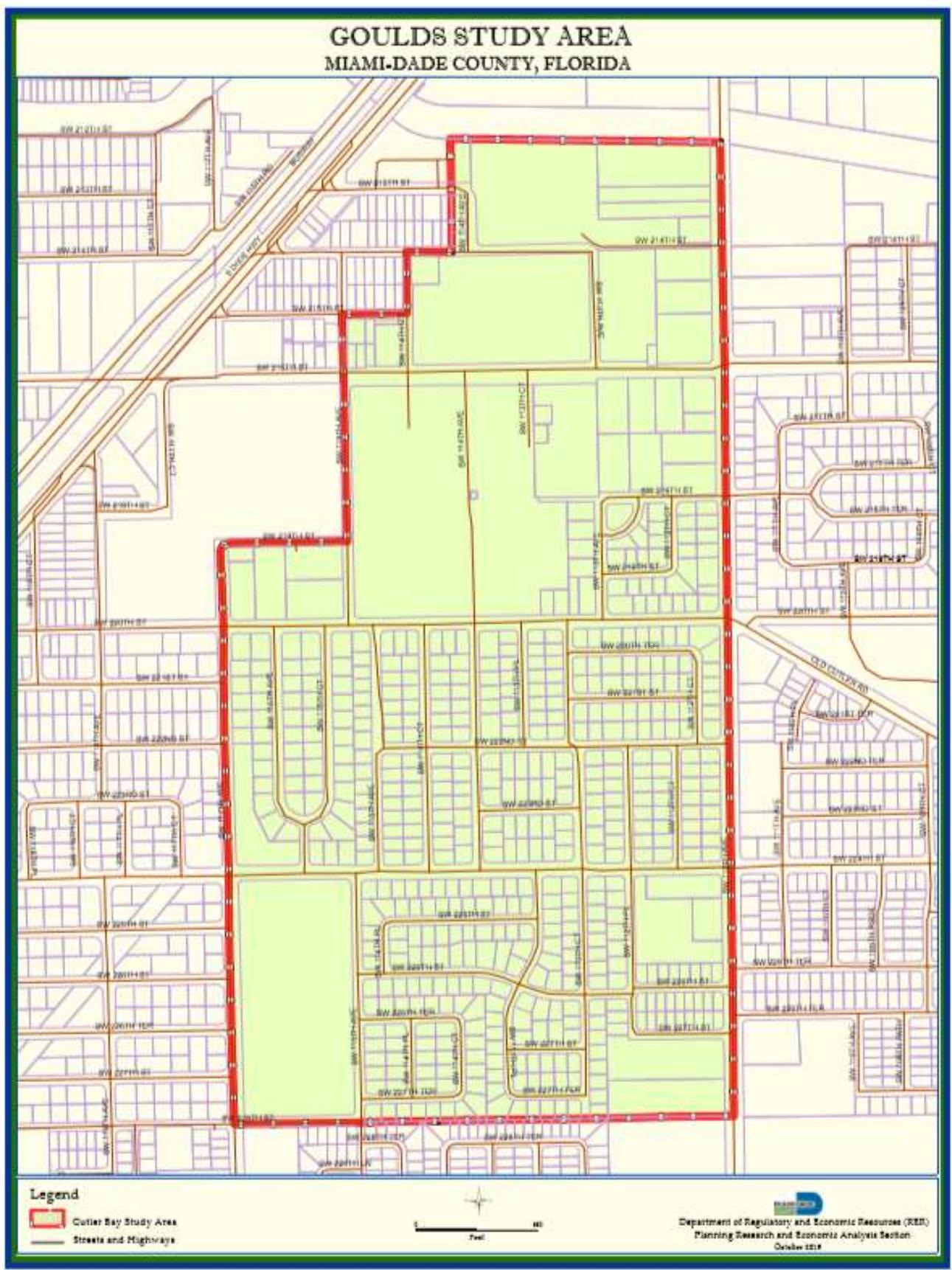
The Community Connectors strategy is a component of the Economic Environment Best Practice Intervention category approved by the Department of Justice in order to provide employment opportunities to at least three full-time equivalent qualified professionals from the area while identifying needs and providing services to its residents. These professionals will identify appropriate services for residents from the target area, prioritizing those in the Hot Spots (*Attachment 2*) by completing a) needs assessments followed by b) outreach, c) case-management, and d) referral services. In addition, Community Connectors will attend training, workshops, including virtual and other meetings or related events as required.

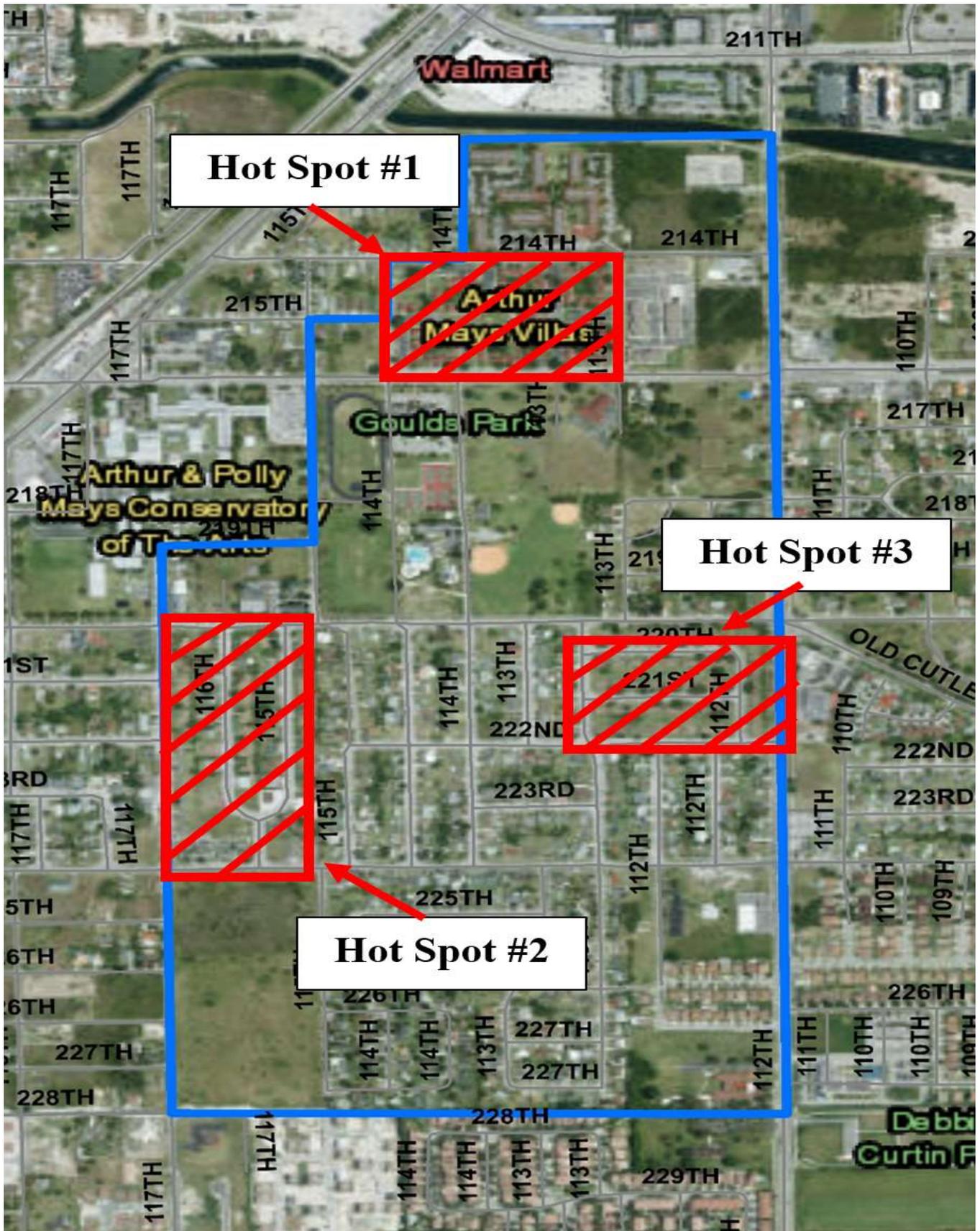
Interested qualifying agencies must submit a signed Letter of Interest (LOI) via e-mail to **Karen Diazgranados, Project Manager**, via email at Karen.Diazgranados@miamidadegov. that adequately responds to the questions included in Attachment 4. **The submission deadline for all LOI is closed of business Monday, November 30, 2020.**

The selected agency will enter into a grant agreement with Miami-Dade County which will specify reimbursement procedures and reporting guidelines. Should you require additional information or have any questions, please contact Ms. Diazgranados. We appreciate your consideration of this opportunity.

Sincerely,

Daniel T. Wall, Assistant Director
Office of Management and Budget







Community Connectors

Job Description

Community Connectors will maintain a visible presence in the micro-target area on a routine basis through August 2021. Connectors will perform as neighborhood mobilizers by facilitating linkage to resources and services needed in order to make the neighborhood safer and stronger and empowering residents to build community capacity and improve overall neighborhood quality of life. The Connectors perform various duties, including outreach, conducting interviews, home visits, needs assessments and referrals to services. Connectors identify clients and help micro-target area' residents find support for health, education, community awareness, safety and legal problems. A critical part of the Community Connectors' function is to participate in community-police relationships events and work closely with the Project PEACE Project Manager and law enforcement.

The Community Connectors will maintain close contact with clients and stay current on available community services and resources. To promote teamwork and safety, these individuals will work in pairs while in the field. Connectors might help people identify appropriate services based on face-to-face, in-home visits, and virtual meetings. Field visits are conducted with clients to determine the necessary services. Community Connectors follow up with residents' progress and ensure quality of services. In addition to connecting residents with appropriate services, community connectors will also engage in donation/volunteering efforts and participate in Project PEACE and other community engagement events in the micro-target area. The Community Connectors serve as a primary point of contact for residents, referring organizations, and the Project PEACE Manager. In addition, Community Connectors will attend trainings, workshops, and other meetings or events as required.

The Community Connectors will work with the Project PEACE Project Manager and/or other community-based organizations to coordinate community forums, block watch meetings, and other community collaborations. They will also provide resources, information, and advocacy to encourage crime prevention, gang prevention, and crime awareness and response. Community Connectors serve as a technical and planning resource for community anti-crime events and initiatives.

Basic Requirements:

- Should have a valid driver's license, a vehicle, and proof of automobile insurance.
- Must be able to pass a criminal background check.
- Must be a resident of, live nearby or be knowledgeable of the micro-target area at the time of hire.
- Ability to comply with Miami-Dade County insurance requirements

Educational Background and Experience: Bachelor's degree or higher in Criminal Justice, Social Work, human services, or a related field. Experience working with neighborhood organizations, residents and/or churches. It is highly recommended knowledge of the community and social issues. Additional experience in juvenile assessment, counseling, family or rehabilitation intervention or related work experience may substitute for educational requirements on a year-for-year basis.

Illustrative Tasks: Participate in daily out-door activities. Maintain high level of performance. Participate and assist in monthly Project PEACE Community Engagement Events and logistics. Complete assessments in the field and make timely referrals to appropriate service providers. Maintain a daily journal of activities completed in the assigned Micro-Target Area: Goulds. In addition, maintain a log of daily activities and contacts, including client files, document referrals, services and outcomes. Also, ensure accurate and timely reporting of activities for assigned sectors. Identify progress toward meeting goals and objectives. Submit data and narratives for weekly, monthly, and quarterly reports.



Community Connectors

Knowledges, Abilities, and Skills

Ability to effectively present written and verbal information. Ability to respond to questions from the general public, law enforcement, neighborhood residents, youth, and staff of various community-based organizations.

Ability to participate in daily physical activities, including visiting the assigned micro-target area. Ability to carry-out and complete assigned tasks in an appropriate timeframe and work independently. Ability to relate well to team members, supervisors, and other interested parties.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Job responsibilities include door-to-door canvassing and facilitating/participating and assisting with set up/take down of neighborhood events, block watch, and community meetings. Due to the current global pandemic, COVID-19, the incumbent must wear face-covering and maintain social distancing while engaging with the public.

Daily Activities and Events

Outdoor Events (Attendance required)

- Help organize, promote, and assist with and set-up/take down for monthly events
- Attend events and follow-up as needed

Community Engagement

- Encourage Civic Engagement by bringing government to residents. The Community Connectors will go out to Project PEACE Micro-target area prioritizing Hotspot Areas 1, 2 and 3. This includes bus stops, businesses, faith-based organizations, and landmarks where the public gathers (Post COVID-19). There is a three-step process involved:
 - (1) Inform people about services, Family & Neighborhood Empowerment virtual workshops and grant or relief program opportunities via one-on-one encounters, including home visits or virtual contact.
 - (2) Ask people what do they want/need to see in their neighborhood and assess household and individual needs
 - (3) Identify community resources and services, provide referrals, make services connections, and perform follow-up

❖ *Anticipated start date January 4, 2021 to August 31, 2021.*



Community Connectors Letter of Interest Requirements

This Letter of Interest is non-binding and required to be considered for funding through this solicitation. This letter must include the name of the organization that is applying with appropriate identifying information: address, telephone number, contact email address, website address, name of President/CEO/Executive Director, tax ID information, federal DUNS number, signed by an individual approved to conduct business with Miami-Dade County on the organization's letterhead.

Please provide a narrative of the information requested in each of the sections below. Your responses should reflect your organization as a whole.

- A. Describe your organization's experience providing similar services to those described herein in this community (or similar community), including years of experience and size of the program (total funding, number of staff, number of clients, etc.).
- B. Based on the designated target area and program duration, please provide the following:
 1. Description of your proposed program, include number of staff (full and/or part time) dedicated to this service
 2. Proposed budget, including the total funding, required narrative and a budget justification
 3. Ability to comply with Miami-Dade County insurance requirements
- C. Identify outcome measures and corresponding target numbers.
- D. Provide additional back up information or documentation to support responses to items A, B and C. This should include sample advertising, education presentations, etc.
- E. Provide copies of any licenses/certifications relevant to this project, especially leadership.