DEPARTMENT OF FAMILY AND SUPPORT SERVICES
Youth Services Division
Family Independence Initiative

2020 Scope of Services

Contract Term: **January 1, 2020 through December 31, 2020**

Program and Delegate Information

Program Model: **Family Independence Initiative**
Program Name:
PO Number:
Grant Amount:
Number of youth:

Delegate Agency Information

Agency Name:	Ward:
Agency Address:	Community Area:
City, State, Zip Code:	

Executive Director Name:	Fiscal Contact Name:
Executive Director Phone:	Fiscal Contact Phone:
Executive Director Email:	Fiscal Contact Email:

Program Staff Contact Name:
Program Staff Title:
Program Staff Contact Phone:
Program Staff Contact Email:

Facility/Site Information:

List name of facility(ies) and address(es) where services are provided. Also include amount of contract allocated per site and estimated number of clients to be served at each site.

Site Name	Address Number	Direction	Street	Ward	Days of Operation	Community	Hours of Operation	Estimated Amount of Contract allocated for this site	Clients Served

Description of Program Services:

2020 Scope of Services

Contract Term: **January 1, 2020 through December 31, 2020**

Section A- GOALS AND OBJECTIVES

Program Goals

The goal of the Family Independence Initiative (FII) is to build upon affinity-based networks to help low-income families build assets, create supportive peer relationships, and gain confidence and competence to attain long lasting self-sufficiency.

The initiative seeks to provide low-income Chicago families an environment that cultivates economic and social mobility by:

- Accessing Networks of Peers: Bringing together low-income families to create new, and strengthen existing, networks of peer families that can provide advice, resources, and a sense of accountability.
- Facilitating Goal Setting and Monthly Journaling: Providing families with a tool to track information about income and savings, health, education and skills, housing, leadership, and connections, and provide families with feedback on progress toward their self-determined goals.
- Accessing Flexible Dollars: Providing families access to dollars they can leverage to accelerate their self-directed initiatives.

Target Population

FII will identify interested families with income levels below the local median income level that can make a two- year commitment to work towards their goals. In the initial phase of the contract for 2018, FII will target families from 10 priority communities defined by the City (Auburn Gresham, Austin, Humboldt Park, North Lawndale, Roseland, South Lawndale, South Shore, West Garfield Park, West Pullman, Woodlawn). FII will partner with delegate agencies in Chicago that are mission-aligned with FII in these neighborhoods to introduce the FII approach to their constituency.

For the second and third years of the contract, FII will expand the target population to include families from 12 additional priority communities defined by City: Chatham, East Garfield Park, Englewood, Gage Park, Grand Boulevard, Greater Grand Crossing, Morgan Park, New City, Riverdale, South Chicago, Washington Park, and West Englewood.

Section B – PERFORMANCE MEASUREMENT

Performance Measures

To track progress toward achieving the goals outlined in Section 1 and assess success of the program, DFSS will monitor a set of performance indicators that may include, but are not limited to:

- Household increase in monthly income
- Household increase in savings
- Household increase in liquid assets
- Families report their students have excellent, good, or improved grades
- Families report their students have excellent, good, or improved attendance

To monitor and recognize intermediate progress toward the above performance indicators, DFSS also intends to track output metrics that may include, but are not limited to:

- FII will enroll 750 families over the life of the contract:
  - In 2020:
    - 350 families will be fully enrolled
- 100% of families will make a two-year commitment to work towards their economic and/or social goals.
- 100% of families will use UpTogether.org and complete their data journals monthly.
- 85% or more families will attend monthly cohort meetings.

FII will also provide additional administrative data that provides a greater understanding of the participant population:

- Household demographic data (race, age, household size, education, income, etc.)
- Household location
- Financial investment/fund usage by category ($)
- Goals by category
- Families referred for services, enrolled in services, and discharged from services
- Other variables related to well-being available through FII's Analytics4 website.

Data Reporting

The parties recognize that reliable and relevant data is necessary to create a common understanding of performance trends, ensure compliance, evaluate program results and performance, and drive program improvements and policy decisions. As such, FII will be expected to collect and share data with

DFSS according to the format, frequency, and submission protocol specified by DFSS. DFSS reserves the right to request/collect other key data and metrics from delegate agencies, including performance, spending, and service data in a format specified by DFSS.

FII will collect data from the ***UpTogether.org*** Information System while also providing DFSS with access to the Analytics Information System. Requirements include:

- FII compiles all data points collected into real-time monthly reports
- FII staff will audit and verify family data at 3-month intervals.

Uses of Data

DFSS reserves the right to use data related to delegate agency performance, including but not limited to data submitted by the delegate agency, for the following:

a) In periodic meetings to review program performance and develop strategies to improve program quality throughout the term of the contract.

b) To guide DFSS program development, evaluate programs, inform policies, and inform contract decisions such as payment rates, contract extensions or renewals, and evaluation of proposals by the delegate agency in response to any future solicitations by DFSS for goods or services.

c) Any other purposes identified by DFSS.

Section C– CORE ELEMENTS

Program Requirements

- Each month, families will log into their online journals to enter information about income and savings, health, education and skills, housing, leadership, and connections — over 400 data points in all.
- Families are responsible for entering their data into *UpTogether.org*, and are provided a stipend for doing so for the first six months they are enrolled.
- Every three months, FII staff will meet face-to-face with each family and verify their data using financial statements, legal documents, and any other pertinent information brought to the meeting by the family. During these meetings, FII staff also listens to and collects stories of the accomplishments and/or challenges each family is encountering. As family partners will be enrolling throughout the initiative period, audit sessions will be held on a rolling basis and will be based on family enrollment date.

SECTION D – SUBMITTAL AND APPROVAL

ACKNOWLEDGEMENT

Agency Name:

Agency PO#:

___By checking this box your agency certifies that it has read and understands Sections A, B, C of this document.

a) Applicant signature *(Original must be signed in blue ink)*	
b) Name (Printed/ typed)	
c) Date submitted	
d) DFSS Staff signature	
e) Name (Printed/ typed)	
f) Date approved	

- **This document must be printed in portrait format and single sided only**