



*Montgomery County Collaboration Council for Children, Youth and Families, Inc.*

**RE-ISSUE OPEN SOLICITATION #2019-68**

**Identifying Facilitators for the Youth Development  
Community of Practice**

Request for Youth Development Community of Practice Facilitators

**Issue Date: January 31, 2022**

**Deadline to Submit Questions by March 14, 2022**

**Closing Date: March 21, 2022, 5 p.m.**

## **Background:**

The Montgomery County Collaboration Council for Children, Youth and Families, Inc. (the Collaboration Council) is a quasi-public non-profit organization and the Local Management Board for Montgomery County, Maryland. The Collaboration Council's mission is to improve the well-being of children, youth and families through collaborative partnerships. For information regarding the Montgomery County Collaboration Council, its initiatives and programs, visit our website at [www.collaborationcouncil.org](http://www.collaborationcouncil.org).

## **COMMUNITY OF PRACTICE FOR YOUTH DEVELOPMENT PRACTITIONERS:**

The Youth Development Community of Practice (YD CoP) of the Collaboration Council coordinates the training and education for youth development practitioners working in youth-serving fields such as workforce development, mentoring, and recreation. The practitioners we serve are those professionals working in out of school time programs, with disconnected youth, with homeless youth and with court-involved youth in Montgomery County.

This open solicitation for letters of interest seeks to identify qualified trainers to deliver live or developed webinars or workshops to the YD CoP. The content and activities of each webinar must include principles and practices that supports/aligns with youth development philosophy, social-emotional learning, and cultural linguistics. Facilitators are encouraged to submit webinar topics and agendas relevant to youth development practitioners and communities/organizations supporting youth & their families, specifically webinars that increase attendees' understanding of:

- Providing supportive programming and opportunities to address the unique needs of Black girls
- Promising practices to support youth experiencing homelessness and disconnection from supports and opportunities, especially youth in newly settled communities in Montgomery County (Afghan and Latin American youth and communities)
- Program strategies that support youth and communities coping with accumulated traumas including pandemic-related traumas
- Engaging and supporting the development of youth leaders and youth as advocates for their own needs

All approved webinars will be recorded and archived on [Youthdevelopmentnow.org](http://Youthdevelopmentnow.org) for future use by practitioners in Montgomery County. Qualified trainers may submit multiple proposals for separate topics, or submit a proposal for multiple session trainings.

## **PROPOSAL INFORMATION:**

The Collaboration Council seeks proposals from organizations and qualified individuals with experience using adult learning principles to facilitate online webinars. CoP webinars are expected to be 60-90 minutes in length, facilitated using adult learning and engagement principles, and support the youth development philosophy. We will be accepting proposals for live facilitated webinars and permissions to share previously recorded webinars. Each proposed webinar must contain original content that the facilitator can document has been delivered by them, either in person or via webinar. The maximum compensation for each live facilitated webinar will be \$450. In the proposal, each webinar must include:

1. An agenda with specific and clear objectives
2. A minimum of 2 participant engagement opportunities
3. Content with the most up to date research

4. Be a minimum of 60 mins and no more than 90 minutes
5. A poll for participant feedback and facilitator comments (Live Webinars Only)
6. Youth development principles
7. Adult learning and engagement principles
8. Sharable materials for participants to take away as resources

**EACH PROPOSAL MUST INCLUDE:**

1. List of materials included as part of the proposal
2. Prior training/facilitation experience with the specific webinar being proposed
3. Trainers who have not contracted with the Collaboration Council for in-person trainings or webinars must provide two references and, if available, documentation of participant feedback to show experience facilitating webinars
4. Links to relevant media showing virtual presentation skills (i.e: YouTube, Video Links)
5. Technical support/ Equipment needs
6. Webinar outline that includes learning objectives, structure, length, and cost

Please submit any questions by February 11, 2022 to [procurement@collaborationcouncil.org](mailto:procurement@collaborationcouncil.org)

**Deadline:** March 1, 2022, 5:00 p.m.

Send proposals to: [www.collaborationcouncil.smaply.io](http://www.collaborationcouncil.smaply.io)