

A Proposal to Provide

# **Violence Interrupter Training**

for the Community Crisis Intervention Program of the  
City of Philadelphia's Office of Violence Prevention

In response to RFP# 21230316162540

By

**LIFE OUTSIDE THE STREETS**

501 (c)(3) Philadelphia-Based Not-for-Profit

April 2023

NOTED ALL CORRECTIONS AND ADDITIONS IN RED INK- MUST MOVE! ONLY A LITTLE WHILE UNTIL DUE ON APRIL 18th

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# 1. Executive Summary

## LOtS Violence Interrupter Training

**Proposal Summary:** The Violence Interrupter Training (VIT) program developed and offered by Life Outside the Streets (LOtS), a 501 (c)(3) Pennsylvania Not-for-Profit organization, is designed to provide violence interrupter and reduction training to the Community Crisis Intervention Program (CCIP) of the Office of Violence Prevention (OVP) which is acting for the City of Philadelphia. This training will assist persons involved with violence reduction to become more knowledgeable about violence prevention strategies and to acquire the necessary skills to safely apply those strategies. This training is intended for use by administrators and staff of Office of Violence Prevention's Community Crisis Intervention Program, as well as community outreach workers, social workers, community leaders, and involved citizens who need to understand how to reduce the impact of violence on their clients and communities. The following factors indicate why LOtS is prepared to provide VIT:

*Curriculum Development:* Since 2022 LOtS has developed three separate training programs intended reduce gun violence in Philadelphia: 1) Youth-Based Cultural Reset Programs, 2) Religious-Based Counseling Centers, and 3) a Community-Based Security Program. With these developed trainings components at hand VIT can begin immediately after contract inception.

*Curriculum:* LOtS's training objectives for CCIP include the basic requirements for the proposed contracted are divided into five curriculum strands of Violence Reduction Fundamentals, Safety Measures and Training, Impact of Trauma, Accountability and Analysis, and Communications & Engagement

*Training Options for CCIP Participants:* The VIT provided by LOtS will provide for Onboarding and Management Training, Violence Interrupter Worker Training / Re-Training, and Community Outreach Training. Web and video resources will be developed and made available to OVP/CCIP

*Program Effectiveness and Validation:* The use of 'best practices' in constructing the VIT curriculum, Records of training sessions, Training Pre-Tests and Post-Tests, Surveys, and cooperation with AIR act as measures of program validity and effectiveness.

*Required Tangible Work Products:* The following tangible work products will be delivered by LOtS: 1. Training Model, Training Curriculum, Ongoing Professional Development, a Staff Wellness Plan, and the Development of Local Faculty. The LOtS network facilitates the fast delivery of work products.

*LOtS of Experience:* Life Outside the Streets (LOtS), a Pennsylvania 501(c)(3) Not-for-Profit Organization, founded in 2007 and has acted for over 15 years to bring positive life options to Philadelphia's youth through mentoring and education. LOtS was reorganized in 2022 and is now dedicated to reducing gun violence and providing alternative life choices to our city's most at-risk youth. LOtS founder, Jon McKay, trainer and motivational speaker, is a Philadelphian native who has been reaching out to our city's youth and families for over 22 years. He has assembled within LOtS a unique blend of talents, as well as reaching out to make partnerships with other organizations in order to make the security for Philly's youth a priority. LOtS is prepared to begin immediate VIT upon contract award/inception.

## **2. Applicant Profile**

### **Life Outside the Streets 501 (C)(3)**

Life Outside the Streets (LOtS) is a Pennsylvania 501(c)(3) Not-for-Profit Organization, founded in 2007, which has acted for over 15 years to bring positive life options to Philadelphia's youth through mentoring and education. LOtS was reorganized in 2022 and is now primarily dedicated to reducing gun violence and providing alternative life choices to our city's most at-risk youth. LOtS founder, Jon McKay, trainer and motivational speaker, is a Philadelphian native who has been reaching out to our city's youth and families for over 22 years. He has assembled within LOtS a unique blend of talents, as well as reaching out to make partnerships with other organizations in order to make the security for Philly's youth a priority.

## **3. Project Understanding**

### **Violence Interrupter Training**

LOtS understands the importance of in-depth and thorough training in the theory and practice of community and individual violence interruption and reduction for all public workers and educators. The OVP's CCIP is providing vital services to the City of Philadelphia and its attempt to end the current and continuing epidemic of gun violence. LOtS is proposing to embed a trainer/administrator in the OVP's offices to allow us to join the CCIP-team and respond immediately to the needs of the CCIP mission. Two expert trainers will be available allowing maximum flexibility in training schedules and trainer expertise.

'Trusted Messengers' will inform CCIP staff of the subcultural landscapes they may have to navigate. Using expert trainers as well as the training materials from LOTS other 'anti-violence' educational programs LOTS will quickly be able to provide the required training materials, training, record-keeping, trainers, and community outreach work that are specified as requirements in this RFP upon the inception of the contract.

## **4. Proposed Scope of Work**

### **VIT Program Proposed Scope, Costs, and Timeline**

**Curriculum:** LOTS' training objectives for CCIP include the basic requirements for the proposed contracted training for the VIT program as well as additional components that LOTS has developed and found essential in its efforts to reduce community-based violence. The proposed VIT curriculum includes the following curriculum strands in which the participant will:

#### Strand One: Violence Reduction Fundamentals

- 1) Learn the importance of faith in a higher power or purpose for motivating people and communities towards peaceful change
- 2) Learn the theory of treating violence as a public health epidemic
- 3) Acquire a baseline understanding of hospital-based intervention models
- 4) Learn the impact of violence interruption/intervention work from a national perspective including national 'best practices' for violence intervention programs
- 5) Receive an introductory understanding of interruption and outreach work, including basic methodologies, and outreach worker roles and responsibilities
- 6) Learn the positive effect of leadership and leadership traits on organizations and community-based initiatives

## Strand two: Safety Measures and Training

- 1) Understand the crisis intervention cycle, de-escalation and conflict resolution strategies
- 2) Learn the fundamentals of community outreach and high-risk youth work
- 3) Understand the risk landscape faced by the LGBTQ community members
- 4) Learn to assess situations for potentially violent events / escalations
- 5) Identify tactics to prevent the initiation of violence or retaliatory acts through mediation and conflict resolution
- 6) Be prepared to develop safety plans, both programmatic and individualized.

## Strand Three: Impact of Trauma

- 1) Understand the basics of psychological and emotional trauma
- 2) Understand how to incorporate trauma-informed care principles into the core objectives of the CCIP model
- 3) Learn the framework for designing, implementing, and sustaining a trauma-informed approach focused on self-care and staff wellness
- 4) Train staff on methods for behavioral change to reduce risk of injury/ re-injury and involvement in violence

## Strand Four: Accountability and Analysis

- 1) Understand the development of boundaries and professional conduct
- 2) Know the importance and impact of data collection, and provide guidance on how to report data effectively
- 3) Learn the prison re-entry landscape, in order to support returning citizens to re-enter the community
- 4) Learn the landscape of social services / public resources / referral sources available to communities impacted by gun violence

## Strand Five: Communications and Engagement

- 1) Understand relative effectiveness of various public education strategies
- 2) Practice skills to identify, engage, and build relationships with participants and prospective participants
- 3) Identify and strengthen present skills to organize key community members, including residents, faith leaders, and service providers through personal interaction, public education and community-building activities
- 4) Learn how to collaborate with law enforcement on gun violence reduction

### **Training Options for CCIP Participants**

The Violence Interrupter Training (VIT) provided by LOTs for ‘credible messengers’ and administrative staff of the OVP’s CCIP. VIT includes all previously described curriculum strands but trainings will be specifically tailored to three separate client populations (administrators, intervention workers, and community participants) which will allow the emphasis and de-emphasis of certain targeted topics. Those different populations will be provided with the following training options

Onboarding and Management Training: Systematic onboarding training giving elements of all components of VIT with an emphasis on management practices relating to the public health approach of combatting gun violence. Management principles emphasized include supervision, record-keeping, data analysis, goal-setting, interdepartmental communication, knowledge of community resources, and team-building.



Violence Interrupter Worker Training: Systematic training giving elements of all components of VIT with an emphasis on the skills and best practices relating to the direct provision of Violence Interruption Services to community members. This is the most 'intensive' of the three training options with emphasis on physical training, proxemics and kinesics, crisis intervention strategies, 'street smarts', mediation models, counseling modalities, and security protocols.

Community Outreach and Refresher Training: Systematic training arranged in functional components for presentation and use in training the general public such as government workers, community leaders, social workers, public health employees, school administrators, and interested individuals. Components will be arranged as stand-alone functional training units that can be inserted into community events and meetings without excessive planning or resources. As it becomes possible, LOtS plans to make video and other training resources freely available to other organizations to facilitate a cooperative, community-based, effective approach to reduce and interrupt gun violence in Philadelphia. These stand-alone training components will also be used to provide 'refresher' training on vital elements of the CCIP model such as mediation skills, crisis intervention, and self-care.

**Program Effectiveness and Validation:** The use of 'best practices' in constructing the VIT curriculum assures some level of effectiveness will be

associated with the LOtS training program. The use of an organized, unified curriculum with a sound philosophical base using current educational practices assures the logical effectiveness of the LOtS training. Expert and motivated trainers able to engage their audiences assures another level of effectiveness to the LOtS VIT program. LOtS will also act to validate the VIT training methodology in four ways:

- 1) Records of training sessions, participant attendance, and the training strands completed by each.

- 2) Training Pre-Tests and Post-Tests of person's receiving VIT to assure participants were exposed to and increased their knowledge of the key concepts and skills presented in training.

- 3) Surveys of training participants gathering data on training method effectiveness, participant motivators, and desirability of curricula components.

- 4) Cooperation with required reporting to contracting agency as well as coordination with an evaluation team (American Institute for Research) provided by the OVP will provide objective viewpoints to monitor effectiveness of training. LOtS will cooperate with the evaluation staff as they observe and analyze VIT implementation providing them any necessary data or other support in their mission to act strengthen and align the VIT training model with proven national models.

The American Research Institute is a major and growing resource for organizations that are using a public health approach to violence prevention and reduction. LOtS is currently incorporating the best practices promulgated by the

American Research Institute into the VIT program, but going a step beyond. A review of their research shows that it is almost entirely devoted to studying violence amongst American youth (<https://www.air.org/resource/spotlight/reducing-gun-violence-what-can-be-done-now>). LOTS began from this perspective of educating and mentoring our youth to successfully and non-violently contend with life challenges, and that mission continues. However, the CCIP model contends that violence is also endemic among the young adults / non-youth and the fear of violence is rife throughout the city. We are applying the models of community change, engagement with trauma, mediation, and public health responses to trauma that have proven effect with youth to whole communities, to the entire city.

The training provided will be a continuation and refinement of trainings already developed by for the Security4Philly program, LOTS program of trainings for religious counselors, and the communication / empowerment trainings associated with LOTS cultural reset program (CURE Philly). The power and effectiveness of these programs will be increased with the possession of a positive review by an objective, expert body; LOTS looks forward to cooperating with the American Research Institute's evaluation team in recording and validating our program's philosophy, components, and application.

**Required Tangible Work Products:** The contract with the OVP requires completing and delivering the following tangible work products, which LOTS is proposing to provide:

1. Training Model – The initial training framework will be in-person workshops and trainings combined with guided field experiences. In addition to

the regular training staff, LOtS will use 'trusted messengers' as guest speakers to provide cultural perspectives and to suggest culturally sensitive communication methods as used in the speaker's sub-culture (Hispanic, Asian, LGBTQ, gangs). Material will be taught using a basic learning model: subject introduction, subject definition and relationships, core learning, practice, concept review, and understanding check. The use of the Mastery Learning Method assures that trainees have mastered required learning components. As the trainings progress some elements of the training will be developed into video-based learning resources for use as stand-alone training components for use in community programs and as 'refresher' courses for the CCIP; such resources can be made available online for training purposes outside of a traditional setting. [1. Jon McKay will negotiate training hour requirements with OVP administration. Delivery Date: June 15, 2023. 2. Bryan Booth will design and begin delivery of individual lesson plans, timed for 50 minutes duration each, to instruct VIT curriculum. Initial Delivery Date: July 15, 2023 / Final Delivery Date: September 30, 2023. 3. Bryan Booth will publish VIT training manual. Delivery Date: January 30, 2024. 4. Jon McKay will arrange the videography and production of first 'stand-alone' training videos. Delivery Date: March 30, 2024 and then ongoing as resources allow.]

2. Training Curriculum - A standardized curriculum for CCIP providers will be developed from the stated curricula strands (Section 1: Executive Summary) for use by LOtS in the training of current and future hires. This curriculum will be published as open source material and will be freely available to the OVP as well as other organizations for their own future training needs. [1. Bryan Booth will design initial curriculum for use in VIT training. Delivery Date: June 30, 2023. 2.

Bryan Booth will design and publish LOtS VIT Curriculum Guide by December 31, 2023. ]

3. Ongoing Professional Development – A content map will be created by LOtS and all staff trained will self-rate on their understanding and skill relating to each of the content area. This record will act as an evaluation rubric for administrators and staff, informing the involved staff, as well as trainers and management, of areas of deficit or areas where ongoing supports and training are needed for continual improvement of staff and management effectiveness. [1. Bryan Booth will create content map and convert to a mastery recording of VIT curricula topics. Delivery Date: August 15, 2023. 2. Pam Draper will create, maintain, update training records showing training mastery levels for all trainees. Initial Delivery Date: September 30, 2023 and then ongoing.]

4. Staff Wellness Plan – Part of the content map relating to the training curriculum includes extensive elements for staff self-care including safety plans, ‘brain health’, professional boundaries, and stress management. The evaluation rubric created by mapping each participant’s knowledge of program components includes these components and will indicate a need for training in these areas. [1. Bryan Booth will create content map and convert to a mastery recording of VIT curricula topics. Delivery Date: August 15, 2023. 2. Pam Draper will create, maintain, update training records showing training mastery levels relating to self-care for all trainees. Initial Delivery Date: September 30, 2023 and then ongoing.]

5. Development of Local Faculty – As the program progresses LOtS will act to identify suitable persons and professionals able to act as trainers in the VIT program. Such persons have unique abilities and knowledge, but LOtS is already networked with many of the community-based organizations where such persons

of charisma, knowledge, motivation, and power thrive. Potential trainers will also be solicited during community-based events and trainings supported by LOtS. [1. Jon McKay will recruit ‘trusted messengers’ representing targeted Philadelphia subcultures for use in the VIT program. Initial Delivery Date: July 30, 2023 and then ongoing. 2. Jon McKay will begin to hire and train regular VIT trainers to instruct the LOtS VIT curriculum. Delivery Date: December 31, 2023 and then ongoing.]

**Implementation Timeline:** Below is a schedule of dates on which certain facets of the VIT training program will be delivered as active components of the VIT program provided by LOtS. The LOtS timeline reflects the sense of urgency that underlies all our organization’s efforts to reduce gun violence- this is a crisis and positive actions need to be taken swiftly! The events on the timeline correlate to the contracted delivery dates of the tangible products previously listed, however it is the intention of LOtS to move immediately so we can begin active training for the CCIP’s VIT program as soon as possible.

**LOtS VIT TIMELINE**

Contract Inception	June 1, 2023
Negotiate training schedules with OVP	June 15, 2023
Initial VIT Curriculum Defined/Designed	June 30, 2023
Initial VIT Training Prepared	July 15, 2023
Begin Initial VIT Training	July 30, 2023
Recruit ‘trusted messengers’ VIT Trainers	July 30, 2023
Content Map/VIT Mastery Training Record Form	August 15, 2023
Content Map / Mastery Record re Self-Care	August 15, 2023
Training Records re: Self Care components	September 30, 2023

Final VIT curriculum	September 30, 2023
Mastery Training Records System 'Up'	September 30, 2023
LOtS VIT Curriculum Guide Published	December 31, 2023
Complete First Training Cycle	December 31, 2023
Begin Hire/Train New VIT Trainers	December 31, 2023
VIT training manual	January 30, 2024
First training video	March 30, 2024
Renew VIT Training Contract	May 30, 2024

**LOtS VIT Projected Program Costs:** The costs associated with the VIT program are predominantly compensation for the work of VIT program trainers. Among the human resources listed in the proposed budget are: 1) Embedded Trainer / Administrator, a full-time position at the OVP/CCIP offices with payroll and equipment costs paid by LOtS and office space/communication connectivity provided by OVP/CCIP. 2) Content Area Trainers, two part-time positions with different knowledge sets applicable to VIT program to provide a wide range of knowledge and expertise in training violence interrupters. 3) 'Reliable Messengers' will be compensated at \$50 an hour with an additional stipend for agreeing to video recording for training materials. 4) Compensation for the expert time required for the initial development of VIT curricula and training materials is also listed.

Further, LOtS has an equitable compensation philosophy in which all employees / independent contractors get a base pay of \$15 per hour plus completion stipends depending on difficulty level of required work. This fact combined with the lack of specific training population/ training hours required

data in the RFP necessitates only a rough estimate of individual compensation costs for LOtS VIT trainers / administrators. Salary estimates are based on average salary given by simplyhired.com for these job descriptions.

These and other costs such as general administrative costs, record-keeping, marketing, training materials, communications, insurance, website, and publishing costs have been estimated and listed below. These cost estimates are not meant to be absolute costs and LOtS reserves the right to adjust this proposed cost budget as the VIT program is established and evolves. LOtS, as a non-profit organization, intends to spend the full contracted amount paid by the OVP for VIT on the provision of those services with no profit or diversion of funds to other programs. Given these *caveats*, the proposed budget for one year of VIT provided by LOtS is given below.

**PROPOSED LOtS VIT BUDGET JUNE23-MAY24**

<u>ITEM</u>	<u>COST</u>
Embedded Full-Time Trainer / Administrator	\$ 65 000
VIT Trainers (2) Part Time	\$ 65 000
VIT ‘Reliable Messenger’ Lecturers	\$ 5 000
Initial VIT Curricula /Lesson Development	\$ 2 000
General administrative costs	\$ 5 000
Record-keeping (computer, software)	\$ 1 000
Marketing (Icon/Logo design, branding)	\$ 800
Training materials (trainee consumables)	\$ 5 000
Communications (system fees)	\$ 1 200
Insurance (Company/individual general liability)	\$ 2 000



Website (domain, design, e-publishing, maintenance)	\$ 3 000
Publishing (Printing costs)	\$ 5 000
Videography / Video Design	<u>\$ 5 000</u>
<u>Proposed Total Costs</u>	\$165 000

## 5. Statement of Qualifications; Relevant Experience

**LOtS Facilitating Change:** The current mission of LOtS is to safeguard the youth of the City of Philadelphia so that they can be eventually mentored, trained, and educated to lead successful, positive and fulfilling adult lives; this means focusing our full efforts on the reduction of gun violence in Philadelphia and facilitating all allied efforts. Since the focus of LOtS changed from youth mentoring to youth protection in 2022 LOtS has developed three separate programs intended to reduce gun violence in the City of Philadelphia:

1) Cultural Reset Programs- A proactive program of positive change intended for schools and youth residential programs. These systems of trainings facilitate systematic changes in organizational cultures by empowering youth to support sustainable and positive cultural values.

2) Religious-Based Counseling- A public health approach to the gun violence epidemic, LOtS is educating, training, and equipping churches and religious organizations within the City of Philadelphia to provide community-based counseling as a low-cost counseling alternative for a trauma-impacted population.

3) Security4Philly- This is an ambitious program beginning in the Summer of 2023 providing direct community development and security services to Philadelphia communities most highly impacted by gun violence in which LOtS trains and equips communities to sustainably act to prevent crime and gun violence in their neighborhoods.

The curriculum developed for the OVP's CCIP Violence Interrupter Training will be a blending and elaboration of these three program trainings. The core principle of Change Management comes from the Cultural Reset programs, the communications and trauma-informed care methodologies of the VIT are derived from our counselor training materials, and the crisis intervention and mediation components are those provided in the training for the street-level security officers of the Security4Philly program. The LOtS trainers provide a blend of expert knowledge from both academic and street perspectives that impact audiences. The advantages of this are that many of these training components are tried and ready for immediate implementation allowing for faster roll-out of training services to the CCIP. LOtS already has active, experienced trainers, a proposed curriculum for VIT, and many of the necessary training materials are already prepared and ready for immediate delivery. Gun violence in the City of Philadelphia is a public health crisis and LOtS is already acting to alleviate that crisis, and is ready to provide facilitate the success of OVP's CCIP by providing VIT starting in the June of 2023.

## **6. Disclosure of Litigation;**

### **Disclosure of Administrative Proceedings**

LOtS has not been involved with any type of litigation, mediation, or other dispute since its inception in 2007. Jon McKay, the founder, does have a past criminal record (Possession of Marijuana with intent to distribute) and so is uniquely experienced to instruct portions of the required VIT curriculum such as the prison-to-society landscape, the role of drugs in violence inception, urban landscapes, and at-risk youth.

## **7. Defaults**

LOtS has not defaulted on any implied or contractual obligations since its founding in 2007.

## **8. Statement of Anticipated Job Creation**

Upon being awarded the contracted to provide VIT services for the OVP this contract will enable the creation of three contracted positions. All of these positions will be created in the City of Philadelphia (therefore within the boundaries also of the Philadelphia Metropolitan Statistical Area, the Commonwealth of Pennsylvania, and the United States of America). In addition, the monies spent for videography, the services of 'reliable messengers' in the VIT program, and the production of training materials/consumables will all be spent within the City of Philadelphia contributing to the growth of jobs/wealth in those sectors of Philadelphia. In specific, to provide VIT training for the OVP LOtS will create the following three (3) positions:

-Training Coordinator (Full-time 40 hours/wk); An embedded administrator and training facilitator with the OVP-CCIP, compensated at \$15/hour plus four completion stipends of \$2,500 over contract span. Required experience and

education: administrative experience, training experience in self-care or other targeted training area, and college accreditation or other relevant certification or license.

-VIT Trainers [2] (Part-Time 20 hours/wk); Content area trainers for VIT. training facilitator with the OVP-CCIP, compensated at \$15/hour plus four completion stipends of \$2,500 over contract span. Required experience and education: experience in training/education, subject area knowledge in community engagement, at-risk youth, mediation, crisis intervention, and/or other targeted training areas within VIT curriculum, and college accreditation or other relevant certification(s) or license(s).