



January 29, 2024

To Whom It May Concern:

Tampa Bay Thrives (TBT) and the Bullard Family Foundation are seeking proposals from art therapists with experience teaching and leading youth from ages 10-16.

**Overview**

TBT is a 501(c)(3) organization. The mission of TBT is to mobilize the community to strengthen behavioral health outcomes for depression, anxiety, and substance use disorders, with a focus on improving early intervention, access, and awareness.

**Project Description and Requirements**

Tampa Bay Thrives has partnered with Sligh Middle School Administration, The Bullard Family Foundation, and Florida Blue to bring a Zen Den to life at Sligh Middle School. The purpose of this space is to provide a calming environment for youth and staff to decompress through purposeful mindfulness spaces and programs. The room includes areas and activities to practice healthy mental wellness through yoga, breathing exercises, and youth-focused resources. We are in search of an art therapist to provide mindful creative time to youth during the school day Thursdays and Fridays from 11 a.m. – 2 p.m. and some additional ad hoc events to support families and teachers. The art therapist's contract for services will be provided through The Bullard Family Foundation.

**Minimum Requirements for the Studio/Instructors Include:**

- Certification of instruction for art therapy
- A minimum of 2 years of experience with youth and BIPOC populations
- A background in trauma-informed training in addition to somatic/other healing modalities.
- Able to clear all background checks for Hillsborough County Public Schools
- Your business has worker's compensation.
- Your business has proper liability insurance.

### **RFP Process and Timing**

To apply, please provide a written report outlining the above expectations and your budget that includes costs and fees that would be required for services. Please include fees such as travel and additional supplies that would be required.

If you are interested in submitting a proposal, please submit it by February 9<sup>th</sup>, 2024, to Daniel Mineo at [dmineo@tampabaythrives.org](mailto:dmineo@tampabaythrives.org). No proposals received after this date will be considered.

### **Proposal Specifications**

For our team to best evaluate the proposals, we request the following information be included:

- Background and experience in instructing youth in art and mindful creativity
- Information about the therapist who will be leading the youth, including relevant experience in teaching youth in BIPOC communities.
- Proposed timeline and schedule for daytime art therapy sessions.

Our estimated budget for services is \$5,000 for the school year calendar.

### *Proposal Deadline and Criteria*

Proposals will be evaluated on price and the following criteria: prior experience providing instruction of art therapy/mindful creativity to youth, understanding of the purpose and goals of the Zen Den, the proper clearances and liabilities, and completeness and timeliness of the proposal.

Any additional questions or clarifications should be directed to Daniel Mineo at [dmineo@tampabaythrives.org](mailto:dmineo@tampabaythrives.org).

**Tampa Bay Thrives Art Therapy Services RFP**

<b>Contact Name/Business Name:</b>	
<b>Contact Phone Number:</b>	
<b>Contact Email:</b>	

**Background, Narrative of Experience, Service Offerings (Please briefly include any relevant experience serving youth, and serving BIPOC communities, why you should be selected):**

**Availability of Services -Please include available staff, experience, days/hours of availability per week.**

**Cost for Service -Please include relevant expenses and explanation i.e. staff costs, travel, and supplies. Feel free to attach a supplemental document if more space is needed.**

**Liability and Worker Compensation Coverage- Please confirm coverage and relevant details of coverage.**

**I understand that all staff members supporting this agreement will have completed a Level 2 Background check and required clearances by Hillsborough County Schools before serving youth. Please check the box to confirm.**

**Any additional information**

**Signature of Owner/Operator:** \_\_\_\_\_

**Date:** \_\_\_\_\_