



STRENGTHENING THE VOICES OF CASA STATEWIDE

Request for Proposals Anti-Child Trafficking (ACTs) Consultant

About Texas CASA:

Texas CASA (Court Appointed Special Advocates) is part of a national volunteer movement that began in 1977 in Seattle when a juvenile court judge conceived the idea of citizen volunteers speaking up for the best interests of children who are in foster care due to allegations of abuse or neglect. Today, the CASA movement has evolved into one of the largest volunteer organizations in the country. Judges appoint CASA volunteers to advocate for children in court, school and other settings with the goal of reuniting children with their families whenever safe and possible. Collectively, the local CASA programs in Texas serve the majority of Texas' 254 counties. As integral members of their respective communities, they recruit, train, supervise and support court-appointed volunteers to advocate for the best interest of children. Local programs also coordinate and collaborate with other service providers who share the mission of supporting Texas families.

Established in 1989, Texas CASA is the statewide membership association for all local CASA programs. In this role, we support the CASA network by serving as the administrator of state and federal funds, setting and monitoring standards, providing training, leading a statewide volunteer recruitment campaign, advocating for public policy and more. Texas CASA is committed to partnering with statewide stakeholders and the CASA network to elevate best practices when working with children and families. Texas CASA is a registered 501(c)(3) organization with a mission to support local CASA volunteer advocacy programs and to advocate for effective public policy for children and families in the child protection system.

A. Scope of Request

This contract opportunity will require:

- Regular check ins with the Advocacy Initiatives Director.
- Regular correspondence with Texas CASA, local CASA programs, and community stakeholders.

- Ability to work hours needed to complete deliverables of this contract. The consultant may expect it to be full time in nature, at times. Hours are flexible and will depend on the workload.
- Occasional travel throughout Texas at a rate not to exceed 15% of the total contract time.
- The majority of the work will be done remotely from the consultant's preferred working space and through video conferencing.

Service Title- CASA Anti-Child Trafficking (ACT) Consultant: Experienced individual to coordinate efforts at the statewide and local CASA network level to support survivor centered CASA advocacy and training.

Texas CASA is looking to contract with an individual who will:

- Support local CASA programs to be engaged in anti-child trafficking work and efforts in their communities.
- Support Texas CASA to be a proactive statewide partner and leader in this field.

The CASA ACT Consultant will be responsible for coordinating efforts at the statewide and local CASA network level to support survivor centered CASA advocacy and training. The CASA ACT Consultant will support resource sharing to inform advocacy specific for survivors of child trafficking and will support local programs to be engaged in anti-child trafficking work and efforts in their communities.

B. Locations

This contract will be primarily conducted remotely but may include some in person travel to Austin and other areas of the state (not to exceed 15% of total contract time). The contractor should be available by phone, virtually, and by email.

C. Deliverables and Duties

In collaboration with the CFE Director and others at Texas CASA, the following deliverables will be completed during the contract duration include but are not limited to:

1. Become familiar at an advanced level with the CASA ACT plan, resources and materials (First month).
2. Become familiar with local CASA programs ACT involvement to date, transition with previous consultant if possible (First two weeks).
3. Be a resource for the CASA network as they become involved in CASA ACT. (Ongoing)
 - a. Meet with four different local programs per month to discuss ACT. (Ongoing)

- b. Contribute ideas, resources, trainings, etc. to Texas CASA for blogs, trainings, etc. (Ongoing)
 - c. Provide training/presentations to local CASA network as requested. (Ongoing)
 - d. Provide consultation, answer questions, etc. to local CASA programs as requested. (Ongoing)
4. Finalize portal of ACT resources for Texas CASA website. (First quarter of contract).
5. Evaluate the transfer of learning from training and implementation of advocacy to determine needed changes and improvements. (Ongoing)
6. Develop and submit a best practices and sustainability plan for on-going ACT work. (Last quarter of contract)
7. Help to establish regional expertise within CASA programs to serve as points of contact for the CASA network involved in anti-child trafficking work. (Ongoing)
8. Represent Texas CASA on committees, task forces, and attend meetings with local stakeholders and partners. (Ongoing)
9. If ACT grants are received during this contract period, support grant deliverables. (Ongoing)
 - a. If OOG grant is received, help with planning and facilitation of an ACT workday for local programs, and attend in person. (TBD)
10. Identify and plan for who will continue to represent Texas CASA in anti-trafficking task forces, committees, etc. after contract period concludes. (Last quarter of contract)
11. Assess and make recommendations regarding data, MOUs, licenses as needed for CSE-IT or other screening tool use. (Ongoing)

D. Minimum Qualifications

- Be able to build and/or strengthen relationships with various stakeholders
- Be comfortable networking
- Be self-directed and autonomous in the completion of deliverables
- Be comfortable and have skills in public speaking including for presentations, trainings, and facilitation of meetings
- Have attention to detail and accuracy
- Have strong organizational skills
- Have ability to manage multiple projects, perform accurately and meet deadlines
- Show commitment to diversity, equity and inclusion
- Possess strong collaboration skills
- Be able to provide positive client engagement
- Possess excellent and responsive verbal and written communication skills
- Have experience using Microsoft Word, Excel and PowerPoint and video conferencing software
- Have knowledge of and experience with CASA

E. Contract Term

This contract will begin as soon as possible, with a flexible start date, and will conclude on September 30, 2025.

F. How to Submit a Proposal

Please submit the following documents no later than close of business on Monday March 9, 2025 to contracts@texascasa.org .

Please submit letter of interest outlining relevant experience; a proposal for achieving the scope of work; resume/CV; two visual samples of work (presentation, infographic, curriculum, etc.) from within the last three years; as well as names and contact information of three individuals to act as references.

Fees and Quotation:

A firm estimate of the cost to complete the deliverables. Please provide a cost by hourly rate, noting that the total budget for this project and contract is up to \$43,000.

For questions regarding the contract or proposal please email Anna McDonnell at amcdonnell@texascasa.org.

Review of submissions will be completed the week of March 16, 2025, by a committee at Texas CASA. Responses will be reviewed and scored against the following criteria:

- CASA knowledge/experience- 15%
- Anti-child trafficking knowledge/experience- 15%
- Quality and feasibility of proposal of work- 30%
- Cost/Pricing proposal/within budget – 10%
- Quality of samples of work (x2)- 20%
- Overall quality of submission- 10%

Please note that Texas CASA may choose to schedule a video call with selected vendors for further or clarifying information, if needed.