

**CALL FOR PROPOSALS: RENDERING DEVELOPMENTAL SOCIAL SERVICES IN THE WESTERN CAPE: 2018/19 PROGRAMME SPECIFICATIONS-ALL PROGRAMMES**

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| **Child Care and Protection Services*** **Services rendered in the Western Cape**
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| **Intervention level** | **Outcomes** | **Basket of Services required for 2018 MTEF** |
| Prevention | Children, parents, caregivers, families, and communities are aware of services that will support them and enable behaviour change | Education, information and promotion programmes targeting children, parents, caregivers, families, schools and communities with a particular focus on:* Strengthening resilience in children and families to prevent child abuse, neglect and exploitation
* Parental responsibilities and rights in terms of the Children’s Act 38/2005
* Children’s rights and responsibilities in terms of the Children’s Act 38/2005
* Adolescent development
* Education on the Children’s Act 38/2005
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| Early Intervention | Reduction in number of at risk children and families entering the statutory system | * Safety and risk assessment of children,
* A range of programmes for children with risky behaviours including, but not limited to, programmes for children with exceptionally difficult to manage behaviours, adolescent development programmes; programmes addressing bullying, programmes for children living and working on the streets)
* Grief and Trauma counselling services for children
* Psycho social support programmes for children experiencing loss and grief
* Parenting skills development programmes
* Community based care programmes for children
* Temporary Safe Care Programmes
* Training and mentorship of community caregivers
* Programmes that build resilience and coping skills
* Accredited training on specialised provisions of the Children’s Act 38/2005, including but not limited to
* Mediation
* Adoption,
* Safety and Risk Assessment,
* Supervision
* Research, Analysis of data and sharing of research findings
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| Statutory | Services comply with statutory requirements and children have the skills and competencies to manage themselves and their circumstances | * Statutory and therapeutic services to children and families
* Alternative placement services e.g. foster care and temporary safe care
* Adoption
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| Re-unification | Children in alternative care are returned to their families and /or communities of origin and have access to a network of aftercare support structures and services | * Transitional care support programmes for children in alternative care (Exit programmes)
* After care support programmes that assist children and families to maintain their level of reconnection with their families or communities of origin (family reunification services)
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| **Care and Support Services to Families*** **Services to be rendered in the Western Cape**
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| Early Intervention | Families that are at risk, in crises and in transition are identified early and assisted before they require in depth interventions or statutory services | The Provision of a range of integrated and targeted Family Strengthening Programmes focused on building resilient families* Provision therapeutic programmes such as
* Couple/marriage counselling
* Family therapy
* Intensive community-based family preservation programmes
* Mediation services
* Divorce mediation
* Parental Responsibilities and Rights / Agreements
* Family group conferencing
* Developmental support programmes
* Promoting and strengthening the institution of marriage through preparatory or enrichment intervention.
* Promoting and strengthening parenting programmes for families at risk, first-time parents, fathers, young mothers’ single parents and granny headed families
* Fatherhood programmes
* Family types that require psycho-social support include teenage parents and female-headed households.
* A range of programmes aimed at rehabilitating and reintegrating homeless adults back into their families and communities of origin according to norms and standards
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| Re-integration | A network of aftercare support structures and services that assist families to maintain their level of reconnection**.** | * Reunification of homeless adults with family.
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| **Child Care and Protection-Alternative Residential Care (Child and Youth Care Centres)*** **Services to be rendered in the Western Cape**
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| Statutory | * **Strategic Objective**

Facilitate the provision of alternative care and support programmes for children to be found in need of care and protection* **Programme outcomes**
* Children found to be in need of care and protection have access to a continuum of care that provide for their individual needs
* More equal spread of programmes (general and specialist) in the rural areas such as central Karoo, Overberg and West Coast.
* Registered Child and Youth Care Centres in the province comply with National norms and standards in terms of section 194 of the Children’s Act, 38 of 2005
* Approve any programme offered in terms of section 191 (2) and (3) of the Children’s Act
 | * Providing a therapeutic programme designed for the residential care of children outside the family environment in terms of section 191(2) and 3 of the Children’s Act, 38 of 2005 (children in need of care and protection, entry level substance abuse, chronic illnesses, moderate disabilities, moderate behaviour management needs).
* CYCCs for children in need of care and protection, entry level substance treatment, chronic illnesses, moderate disabilities, moderate behaviour management needs
* Specialist programme provision in all Regions but specially where there is an under provision e.g. rural areas such as central Karoo, Overberg and West Cost:
* Children with challenging behaviour
* Older children
* Children with disabilities
* Street children
* Children with substance dependency
* Children with psychiatric challenges
* Step-down programme for children discharged from secure care programmes

**Requirements for funding:*** Registration as a Not for Profit Organisation or Section 21 Company
* Registration as CYCC in terms of the Children’s Act, 38 of 2005
* Sound financial systems must be in place
* Proper management structures and practices must be in place
* Activities indicating the management, monitoring and development of the CYCC
* Compliance in terms of funding criteria and special funding conditions
* Compliance in terms of submission of progress reports, supporting documents and financial statements
* Appropriate human resource practice
* A traceable address
* The following norms and standards outcomes must be delivered by CYCC’s in terms of section 194 of the Children’s Act, 38 of 2005: Residential Care Programme
* Therapeutic Programme
* Developmental Programmes
* Permanency Plans for children
* Individual development plans
* Temporary Safe Care
* Protection from abuse and neglect
* Assessment of children
* Family reunification and integration
* Aftercare
* Access to and provision of adequate health care
* Access to schooling, education and early childhood development
* Security measures for child and youth care centres
* Measures for the separation of children in secure care programmes from children in other programmes
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| **Early Childhood Development and Partial Care*** **Services to be rendered in the Western Cape**
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| Strategic objective | Facilitate a nurturing, caring and safe environment for children to survive, be physically healthy, mentally alert, emotionally secure, and socially competent and be able to learn. |
| Programme outcomes | * Children have opportunities to access a range of quality, developmentally appropriate ECD services that promote their care, protection and development
* Children have access to quality After School Care services that promote care, protection and development
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| Programme interventions | * Registered quality **Early Childhood Development facilities** that provide a range of services that comply with minimum norms and standards for ECD services to facilitate the emotional, mental, spiritual, moral, physical and social development and growth of children primarily from birth to four years, but up to six years where provision has not been made for Grade R, parents with a joint monthly income of **R 7600, 00 and less**. Requirements for funding of ECD facilities:
* Registration in terms of Children’s Act 38/2005
* Registration as a Not for Profit or Section 21 Company
* Sound financial systems in place
* Proper management structures and practices in place
* Compliance in terms of previous funding criteria
* Appropriate human resource practices
* Trained staff
* A traceable address
* Compliance in terms of submission of financial statements
* Activities indicating emotional, mental, spiritual, moral, physical and social development of children
* Providing nutrition
* Involvement of parents
* Preference will be given to facilities registered for 20 and more children
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|  | * Registered **After School Care facilities** not run by formal schools that comply with minimum norms and standards for ASC services to facilitate the emotional, intellectual, mental, spiritual moral, physical and social development and growth of children, including the provision of meals, homework support, sporting activity support, life skills education and guidance and counselling support, taking into account the developmental needs of children aged 5 to 14 of parents with a joint income of **R7 600,00 and less.**

**Requirements for funding of ASC facilities:*** Registration in terms of Children’s Act 38/2005
* Registration as a Not for Profit or Section 21 Company
* Sound financial systems in place
* Proper management structures and practices in place
* Compliance in terms of previous funding criteria
* Appropriate human resource practices
* A traceable street address
* Compliance in terms of submission of financial statements
* Activities indicating emotional, mental, spiritual, moral, physical and social development of children
* Trained staff
* Providing nutrition
* Homework support
* Sporting activities
* Life skills education
* Parent involvement
* Holiday programmes
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|  | * Providing or coordinating a range of **Home and Community based ECD services and programmes** to poor and vulnerable children, families and caretakers that cannot access formal ECD facilities to facilitate the emotional, intellectual, mental, spiritual moral, physical and social development and growth of children aged birth to up to six years old (concentrating on birth – 4 year olds) with the focus on rural areas. This can include:
* ECD centres as supports for outreach work
* Playgroups
* Home visits by field workers in rural areas
* ECD resource centres, including toy libraries
 |
|  | * Providing or coordinating a range of **Home and Community based ECD services and programmes** to poor and vulnerable children, families and caretakers that cannot access formal ECD facilities to facilitate the emotional, intellectual, mental, spiritual moral, physical and social development and growth of children aged birth to up to six years old (concentrating on birth – 4 year olds) with the focus on rural areas. This can include:
* ECD centres as supports for outreach work
* Playgroups
* Home visits by field workers in rural areas
* ECD resource centres, including toy libraries
* Support to child minders.

 **Requirements for funding of outreach programmes:*** Registration as a Not for Profit or Section 21 Company
* Sound financial systems in place
* Proper management structures and practices in place
* Compliance in terms of previous funding criteria
* Appropriate human resource practices
* A traceable street address
* Compliance in terms of submission of financial statements
* Activities indicating emotional, mental, spiritual, moral, physical and social development of children
* Activities indicating support and capacitating of parents and caregivers to facilitate the care, protection and development of children
* Trained staff
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|  | * To facilitate and support the registration of Partial Care facilities and ECD programmes for children from birth to school going age (that will enhance moral, physical and social development) line with the Children’s Act 38 of 2005.

 **Requirements for funding:*** Registration as a Not for Profit or Section 21 Company
* Sound financial systems in place
* Proper management structures and practices in place
* Compliance in terms of previous funding criteria
* Appropriate human resource practices
* A traceable street address
* Compliance in terms of submission of financial statements
* Adherence to the support, monitoring and mentoring of Partial Care Facilities
* To provide overall managing, monitoring, support and developmental services to a cluster of ECD & ASC facilities or programmes for children from birth up to 6, focusing on birth to 4 to ensure quality ECD care to the children and effective administration of these centres.

 **Requirements for funding:*** Registration as a Not for Profit or Section 21 Company
* Sound financial systems in place
* Proper management structures and practices in place
* Compliance in terms of previous funding criteria
* Appropriate human resource practices
* A traceable street address
* Compliance in terms of submission of financial statements
* Activities indicating the management, monitoring, development and support of ECD and ASC facilities
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| **Services to Persons with Disabilities*** **Services to be rendered in the Western Cape**
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| Awareness | Programmes aimed at strengthening and building the capacity and self-reliance of service recipients, while addressing individual, environmental and societal factors that negatively impact on social wellbeing | * Disability specific educational (information sessions, workshops) / training programmes
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| Early Intervention | Services to ensure that those identified as being at risk are assisted before they require statutory services, more intensive intervention or placement in alternative care. The focus is on early identification and limiting of risks and problems that negatively impact on social well-being. | * Developmental and therapeutic services to individuals and families (casework, group work)
* Psycho-social support programmes to persons with disabilities
* Parent / Primary caregiver/ Family support and empowerment programmes
* Life skills Programme
* Respite Care Services to provide individualized, flexible, family centered relief to families caring for children with developmental and/or physical disabilities

(**Services in the entire Western Cape Province particularly in the rural areas)** |
| Statutory/ Residential | Residential / Alternative Care Services that comply with provisions, protocols, minimum standards are provided for children and adults with disabilities | * Residential care and support services
* Supported living as one of different models of residential care aimed at promoting independent living
* Respite care service/ Emergency beds

(**Services in the entire Western Cape Province particularly in the rural areas)** |
| Re-integration | Services aimed at reunification / maintaining level of reconnection | * Psycho-social support, works skills, supported employment programmes in protective workshops
* Community based / residential facility based day care programmes for youth / adults with disabilities providing supervised care and structured programmes and activities.
* Community based day care programmes for children with disabilities providing supervised care, stimulation, structured programmes and activities to help children to reach their full potential
* Peer Support Programme

**(Services in the entire Western Cape Province particularly in the rural areas)** |
| **Services to Older Persons*** **Services to be rendered in the Western Cape**
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| Early Intervention | At risk Older Persons are identified early and assisted before they require in depth interventions or statutory services | * Rendering of services at Community-Based Care & Support Centres (Service Centres) as described in the Minimum Norms and Standards of the Older Persons Act (No. 13 of 2006); Annexure B, Part 1
* Provincial forums with the focus on lobbying and advocacy for the rights of Older Persons; affiliated with the South African Older Persons Forum
* Rendering of educational programmes to address the rights of older persons with the focus on elder abuse
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| Statutory | Statutory and residential services that comply with provisions, protocols, minimum standards and government agenda are provided for older persons | * Rendering of service to active older persons at Independent Living Facilities
* Rendering of care and support services to older persons at Assisted Living Facilities
* Rendering of 24-hour care and support services to frail older persons at Residential Facilities as described in the Minimum Norms and Standards of the Older Persons Act (No. 13 of 2006); Annexure B, Part 2
* Rendering of specialist social work services to older persons by NPOs employing Social Workers (case work, group work and community work) regarding the care and protection of Older Persons; e.g. Elder Abuse; Alzheimer’s; Dementia; Rights
* Rendering of monitoring services to ensure the maintenance of norms & standards at Residential Facilities and Community-based Care and Support Services (service centres)
* Rendering of assessment services at Residential Facilities and Community Bases Care and Support Services (service centres) in the province inclusive of health audits, assessment reports and required documentation to conclude registration in terms of the Older Persons Act
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| **Substance Abuse*** **Services to be rendered in the Western Cape**
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| Prevention/Awareness | Children, families and adults (communities at large) are aware of all risks of substance abuse  | * Information, education, advice and referral, promotion and communications services, life skills in relation to Foetal Alcohol Syndrome (FAS) in rural areas.
* Substance Abuse Programme link to Life Orientation Curriculum.
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| Early Intervention | At risk individuals are identified early and assisted before they require in depth interventions or statutory services | * Assessment, motivational interviewing, brief intervention/counselling, referral to individual and families
* Group therapy, Information and Education programmes, Life Skills, Training of caregivers/ mentor, Family preservation, Advocacy, Support groups for children, youth, parents
* Outreach programmes and counselling services.
* Diversion Programmes: Community based treatment
 |
| Statutory | Statutory and treatment services that comply with provisions, protocols, minimum standards and government agenda are provided for substance abusers. | * Inpatient treatment services offered by registered private treatment centres in line with Norms and Standards for inpatient treatment centres. Make provision for the development of an individual care and development plan (IDP) to guide the further management of the person in recovery.
* Community based Specialist Registered Treatment on an outpatient basis. In line with norms and standards for community based treatment.
* All the above to include family support services whilst the person is in treatment. Ensure that the family reunification services are delivered and monitored
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| Re-integration | Services aimed at reunification / maintaining level of reconnection with substance abusers and their families. | * Based on the individual’s IDP of client: Support groups, Support networks, Mentoring programmes, Family support services such as family visits, Work placements
* Opportunities (including learnerships and internships), life skills programmes, hard and soft skills development programmes
* Cultural/sport opportunities, Leadership and training programme, Linking with group partnerships, Preparation for life and half way houses.
* Case tracking and testing
* Aftercare programmes
* Relapse prevention
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| **Social Crime Prevention** |
| Prevention | Reduce recidivism through effective crime prevention programmes for children, youth and families to enhance their resilience to social crime risk factors. | Provision of community based social crime prevention programmes that are evidence-based to children, youth and adults in specified high risk communities.* **Cape Winelands/Overberg:** Bredasdorp, Caledon, Ceres, Paarl and Worcester,
* **Eden/ Karoo:** Beaufort West, George, Mossel Bay and Oudtshoorn
* **Metro East:** Blue Downs.Khayelitsha, Kraaifontein, Mfuleni and Strand
* **Metro North:** Bishop Lavis, Delft, Du Noon, Elsies River, Langa and Milnerton
* **Metro South:** Crossroads, Goulet, Hanover Park, Lavender Hill Annenberg, Parkwood/Grassy Park, Nyanja, Parkwood/Grassy Park and Philippi
* **West Coast:** Amesbury, Fredinburg and Credenda
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| Statutory | Referral and completion of diversion programmes for adults in conflict with the law | Provision of therapeutic and evidenced-based diversion programmes for adults in conflict with the law* **Community Courts**
* Cape Town, Gugulethu and Mitchells Plain
* **Magistrate Courts**
* Cape Winelands/Overberg
* Eden/Karoo
* **Metro East:** Blue Downs, Khayelitsha, Kuilsriver, Somerset West and Strand
* **Metro North:** Atlantis, Bellville, Bishop Lavis, Cape Town, Goodwood
* **Metro South:** Wynberg
* West Coast
 |
| Re-integration | Accessible, efficient and effective reintegration services/programmes to children, youth and adults | To provide therapeutic programmes and skills development programmes as part of a continuum of services to children, youth and adults who have completed DSD diversion and other social crime intervention programmes in the following regions:* Eden-Karoo
* Cape Winelands/Overberg
* Metro East
* Metro North
* Metro South
* West Coast
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| **Victim Empowerment*** **Services to be rendered in the Western Cape**
 |
| Early Intervention | Increasing resilience of adult victims of crime and violence, their family members/significant others as well members from high risk communities. | * Psycho-social support
* Trauma debriefing, counselling & support
* Therapeutic intervention: individual/couple/groups with adult victims as well as alleged perpetrators of domestic violence
* Support groups for victims of crime and violence
* Provide programmes that address the cyclical nature of violence
* Training of Service Providers including Social Service Professions on accredited Victim Empowerment Programmes; Trauma Intervention; Restoration and Healing
* Shelter services (includes the need for shelter services in Beaufort West/ Oudtshoorn in Eden Karoo region and Vredendal in West Coast region):
* In compliance with the Minimum Standards for Service Delivery in Victim Empowerment
* Provided to women and their children who are victims of crime and violence including human trafficking
* Provided to the LGBTI Community
* Shelter services; First Stage (1-3 months)
* Shelter service to include therapeutic intervention (individual/couple/family/group) aimed at restoration and healing; addressing the cycle of violence; intervention with the children who enter the shelter with the mothers; ECD service available (on or off site); delivering of/ ensuring services to the alleged perpetrator; exit strategy/reintegration plan for each client; accredited skills development/training and job placement as part of exit strategy
* Second stage (3-6 months)
* Khuseleka One Stop Centre service offering a continuum of services for adult victims of crime and violence
* Emergency shelter services (Safe houses)-72 hours’ containment of victims-including services to the LGBTI
 |
| Statutory | Adult victims of crime and violence, their family members/ significant others are well supported and empowered to be strong participants in the Criminal Justice system, ensuring safer communities. | * Psycho-social court support services
* Trauma intervention initial & formal debriefing, counselling, support, therapeutic intervention (individual/couple/group)
* Access to shelter services for protection & therapeutic interventions
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| Re-integration | Socially included, optimally functioning and self-reliant individuals and families. | * Psycho-social/educational support groups
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| **Expanded Public Works Programme*** **Services to be rendered in all DSD regions in the Western Cape**
 |
| **Early Intervention** | Capacitated and empowered youth, women and people with disabilities. Creating resilience and an enabling environment to integrate into the formal or informal jobs market. | * Creation of employment opportunities for unemployed youth, women and people with disabilities through partnerships.
* To address the challenges of poverty alleviation and high youth unemployment in the 18-35-year-old bracket
* The preference is on the 18-25 category aligned with the Provincial Youth Development Strategy.
* To provide accredited and/or non- accredited market related skills training programmes with requisite life skills components for young people identified via the Expanded Public Works Programme (EPWP).
* Focus of life skills components must be on job preparedness and/or motivation and support to re-enter education system or job market

**Requirements:**In order to be considered suitable, the registered Non-Profit Organisation (NPO) must:* Recruit EPWP beneficiaries from DSD databases.
* Supervise, manage the interns on site and attend to their labour related issues.
* Maintain and submit a monthly attendance register to DSD
* Submit monthly progress reports to DSD.
* Provide suitable training for the beneficiaries.
* Register all beneficiaries for UIF and COIDA.
* Disburse monthly stipend and provide proof of payment to DSD
* Sign contracts with the EPWP participants and submit to DSD
* Be willing to attend information and consultation meetings.
* Be willing to participate and sign a Transfer Payment Agreement (TPA) with DSD for a minimum of one year and maximum of three years.
* Develop an exit strategy whereby beneficiaries exit with a tangible skill or qualification (accredited) from the programme**.**
* Maintain a database of all beneficiaries and potential beneficiaries
* Develop a tracking system of former beneficiaries.
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| **Sustainable Livelihoods*** **Services to be rendered in Western Cape**
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| **Indicator** Number of qualifying beneficiaries receiving meals at Department funded feeding sites. | **Programme Objective**Provide vulnerable individuals with nutritional support at targeted feeding sites five days a week.**Requirements**For the organizations to be considered suitable must have the following:* Registered as NPO;
* Have capacity and resources to prepare meals for 68 people per feeding site;
* Current health and safety certificate;
* Fire and first aid equipment;
* Emergency plan and signage in place;
* Appropriate refrigeration and storage facilities;
* A clear operational floor plan;
* Capacity to developmental linkages to other services opportunities and support.

If off-site cooking and on-site distribution, the following in addition to the above applies:* That an appropriate vehicle, where applicable, is utilised in delivering the food to the site as quickly as possible;
* That the vehicle is always clean, rust free and dust proof;
* That it shall not be used to transport any other objects that may contaminate or spoil the food e.g. chemicals or spillages such as blood, paints, etc.;
* No passangers should be transported (ferried) with food;
* That food is delivered in appropriate containers that are always clean and sanitized;
* That the food containers/carriers are designed to handle the appropriate food temperature and are able to also with-stand the outside temperature in keeping the food fresh and palatable;
* That as far as possible, service providers are encouraged to engage with facilities who have their own kitchen on the use of such kitchens.

**The menu**Provisioning of a nutritionally balanced cooked meal as suggested, but not exhaustive, to the following schedule for five (5) days per week to identified qualifying beneficiaries in predetermined areas.

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| **Days** | **Meals** |
| Monday | Rice, vegetables and chicken livers |
| Tuesday | Samp with beans/breyani and vegetables |
| Wednesday | Spaghetti with pilchard/mince and vegetables |
| Thursday | Mixed vegetables and mince with rice/spaghetti/pap |
| Friday | Chicken stew with rice/samp/pap  |

* All meals should have the approval and endorsement of a Qualified Dietician;
* Quantity of the food should be agreed upon between the Department and the service provider.

**Administration*** Maintain and submit a monthly attendance registerto DSD;
* Submit monthly progress reports to DSD;
* Attend information and consultation meetings;
* Participate and sign a Transfer Payment Agreement (TPA) with DSD for a minimum of one year and maximum of three years.

**Scope of service areas**The services are needed at the identified feeding sites in certain towns and suburbs throughout the Province of the Western Cape as stated below:* **Cape Winelands/Overberg:** Bot River, Bredasdorp,De Doorns, Genadendal, Glen Elgin Hawston, Op die Berg, Nduli, Paarl, Prins Alferd Hamlet

 and Saron* **Eden Karoo:** Beaufort West,Klaarstroom,Merweville,Mossel Bay,Murraysburg, Nelspoort,Riversdale, Sedgefield, Uniondale and Van Wyksdorp
* **Metro East:** Harare, Khayelitsha, Kuyasa,Macassar,Makaza, Mfuleni,Site B, Site C, Strand and Wallecedene
* **Metro North:** Atlantis, Delft,Du Noon,Elsies River,Fisantekraal ,Joe Slovo and Langa
* **Metro South:** Grassy Park, Gugulethu, Hanover Park, Hout Bay, Manenberg, Mitchells Plain, Nyanga, Phillipi and Nyanga
* **West Coast:** Bitterfontein, Clanwilliam Darling, Elands Bay, Graafwater, Kliprand, Lamberts Bay, Malmesbury, Saldanha and Stofkraal
* The service providers must ensure that their applications are designed to service sites as close to their area of operation as possible.

**N.B: Proximity to the sites will be a key consideration when adjudicating the applications.** |