

**Request for Quotes (RFQ) 2025-006****Growth Mindsets Training Provider**

Release Date: August 6, 2025

Proposal Due Date: August 22, 2025



Indianapolis Private Industry Council, Inc., d/b/a EmployIndy, is seeking proposals from qualified education providers to deliver Growth Mindset training for the Community Project, YouthBuild++ (Department of Labor), and Growth Opportunity 5 (GO 5) Grant programs.

**Introduction**

EmployIndy drives growth in Marion County by investing \$20 million a year in public, private, and philanthropic funds in innovative strategies focused on reducing barriers for residents so they may have access to career pathways and gain needed skills to excel in the workforce, thus presenting employers with qualified candidates to fulfill their hiring needs.

As the Workforce Development Board (WDB) for Marion County, EmployIndy acts as a leader and local intermediary for training providers, education institutions, employers, service providers, and community-based organizations. EmployIndy has 170 education, training, community-based, and service providers and over 950 employer partners. Recently, EmployIndy, guided by 21 business, civic, education and non-profit community leaders, developed a new three-year strategic plan which identifies the three following strategies:

1. Elevate implementation of high-quality initiatives for individuals and employers to succeed in a rapidly changing 21st Century economy;
2. Build capacity among ecosystem partners to ensure quality services through training and support across Marion County;
3. Utilize data to prioritize equity among interventions in the workforce development ecosystem that lead to economic mobility; and
4. Promote and support systems change to ensure an enabling environment that promotes success in the education through workforce pipeline.

**Growth Mindset/Power Huddle Background**

EmployIndy holistically integrates best practices and promising approaches for serving youth and young adults, ages 16-24, who are disconnected from either education or employment due to significant barriers that preclude labor force participation. Before the participants begin career exploration and training, it is imperative towards their success that they are first given an opportunity to become mentally and emotionally prepared for the education and workforce environments.

To prepare participants, they will be required to actively participate in a pretraining empowerment experience hereto referred to as the Power Huddle experience. It is designed to be delivered in person. Power Huddle v1.0 is based on IUPUI's Nina Mason Scholars Bridge Program Curriculum which empowers individuals to develop the skills that fuel their motivation, confidence, persistence, and resilience. Completers of Power Huddle v1.0 will also earn two of EmployIndy's six JobReady Indy employability skills badges, alerting employers of their readiness for the workforce.

---

## **Project Overview**

The selected organization will serve as the Power Huddle provider for three separate EmployIndy programs under the Growth Opportunity 5, DOL YouthBuild++, and, DOL Community Projects grants.

### Growth Opportunity 5 (Go 5)

The purpose of the GO 5 Grant is to introduce and prepare justice-involved youth and young adults between the ages 18-24 years old for the world of work, and on a path to equitable career opportunities, through placement into paid work experiences. In addition to paid work experiences, the program encompasses occupational education and training in in-demand industries, leadership development, a mentorship component, and post-work experience placement into unsubsidized employment and/or education.

The GO 5 program will include the following pathways, with the corresponding number of cohorts for each.

- **Construction**
  - Two cohorts at *Location 1*
  - Four cohorts at *Location 2*
- **Advanced Manufacturing**
  - Two cohorts
- **Healthcare**
  - Two cohorts

### DOL YouthBuild+

The YouthBuild+ DOL Construction and Healthcare Training programs aims to create career pathways for young adults ages 18-24 (disconnected from education and employment) to pursue a career in construction and healthcare. The programs will consist of various training modules, workshops, TABE pre and post testing, High School Equivalency preparation and testing, and practical exercises designed to enhance participants' professional development and employability.

The YouthBuild+ program will include the following pathways, with the corresponding number of cohorts for each.

- **Construction**
  - Two cohorts
- **Healthcare**
  - Two cohorts

### DOL Community Projects

With only 11 Park Rangers currently serving 214 Indianapolis Parks, and over 25,000 Opportunity Youth in Central Indiana, the development of the Indianapolis Park Ranger Pathway will allow the City of Indianapolis Parks and Recreation department to create additional support, safety, and oversight of our public parks, while also creating promising career opportunities for some of the most vulnerable young people in our community. The Community Projects grant will engage in hands-on work experiences and industry-recognized credential attainment. By the end of the

**Request for Quotes (RFQ) 2025-006****Growth Mindsets Training Provider**

Release Date: August 6, 2025

Proposal Due Date: August 22, 2025



---

grant period, we expect participants to complete the program and receive a job offer with the City of Indianapolis Parks and Recreation department.

The Community Projects program will include the following pathways, with the corresponding number of cohorts for each.

- **Indy Parks Corps**
  - One cohort

**Scope of Work**

The Growth Mindsets/Power Huddle Training Provider will coordinate project activities, including simple tasks and larger plans, arrange client enrollment, persistence and completion efforts along with communicating progression to all designated EmployIndy and Employer of Record team members for participants enrolled in the Advanced Manufacturing, Construction, Healthcare, and Indy Parks Corps trainings. The Growth Mindsets/Power Huddle Training Provider responsibilities will include preparing action plans such as enrollment and retention, analyze risks, opportunities and gathering necessary resources.

The Growth Mindsets/Power Huddle Training Provider will be responsible for recruiting and retaining experienced instructors to deliver the program curriculum with the cultural and generational competencies to connect with youth and young adults ages 18 – 24, as well as motivational speakers to serve as guest presenters, to facilitate the intensive Power Huddle training sessions. In addition, the Growth Mindsets/Power Huddle Training Provider will be responsible for providing all programming supplies.

The Growth Mindset/Power Huddle Training Provider will be responsible for providing the training for each cohort listed under each pathway in the Project Overview. Growth Mindset/Power Huddle training is designed to be delivered at a three-hour duration over a period of ten days for a 30-hour experience. Training sessions will be on agreed dates, times, and locations between EmployIndy and service provider. Trainings will take place at five separate locations depending on program and training.

The following outlines the responsibilities and expectations for the Growth Mindsets/Power Huddle Training Provider within the Advanced Manufacturing, Construction, Healthcare and Indy Parks Corps Training programs. The training provider will play a pivotal role in managing the education workshops to ensure its successful execution and delivery.

Power Huddle Growth Mindsets/Power Huddle Training Provider Responsibilities:

- Prepare and provide updates to internal teams and stakeholders
- Plan, organize, coordinate and execute on all learning activities
- Recruit, schedule, manage, compensate, and retain training instructors and guest presenters
- Utilize the Power Huddle curriculum for instruction (Attachment A)
- Manage the credentialing process that includes empowerment training completion, financial literacy completion, along with JobReady Indy (JRI) Badges earned
- Timely data entry into Efforts to Outcomes (ETO) for Power Huddle referrals and completion status

**Request for Quotes (RFQ) 2025-006****Growth Mindsets Training Provider**

Release Date: August 6, 2025

Proposal Due Date: August 22, 2025



- 
- Monitor program progression along with report any issues identified
  - Monthly expenditure reporting
  - Serve as a liaison between EmployIndy, and Employer of Records

**Timeline**

Growth Mindset/Power Huddle curriculum will be facilitated training in the Advanced Manufacturing, Construction, Healthcare, and Indy Parks Corps trainings. The grants will commence on September 1, 2025, but have different end dates.

- September 2025 – April 2027:
  - Power Huddle Period of Performance
    - 15 cohorts of up to 15 participants
  - Cohorts Per Period and Dates
    - September-October 2025
      - 3 cohorts
    - February-April 2026
      - 4 cohorts
    - August-September 2026
      - 4 cohorts
    - February-April 2027
      - 4 cohorts

\*Timeline is subject to change.

**Budget Amount**

The total funding amount for all projects is \$101,000.00.

This procurement will result in three separate contracts and could be supplemented with philanthropic funding at a later date.

**Payment Terms**

Payment for services will be on a monthly reimbursement basis in accordance with the terms outlined in the contract agreement after approval of an Accrued Expenditure Report (AER).

**Project & Proposal Requirements**

Please provide a complete written response to this RFP which is double-spaced and does not exceed 10 single-sided pages.

The following information should be included:

1. Organization Overview:
  - a. Provide a brief company description.
  - b. The qualifications of all key staff conducting the proposed services and their expertise providing program administration and training to the 18–24-year-old age group.

**Request for Quotes (RFQ) 2025-006****Growth Mindsets Training Provider**

Release Date: August 6, 2025

Proposal Due Date: August 22, 2025



- 
- c. Provide an organizational chart and resumes describing the experience of key staff.
  - d. The experience and/or prior work that demonstrates expertise in executing and delivering the services described in this solicitation.
2. Project:
- a. Describe how your projects are prioritized to meet deadlines and deliverables.
  - b. Describe the plan for implementing the above-mentioned responsibilities and deliverables.
3. Budget:
- a. Please use the budget template below for requested fees.
  - b. Provide a budget narrative for all requested fees.

Categories	Budget Amount
Personnel and Fringe	\$0.00
Direct Participant	\$0.00
Staff Development and Travel	\$0.00
Admin/Overhead	\$0.00
Profit	\$0.00
<b>Total</b>	<b>\$0.00</b>

**Proposal Evaluation and Scoring**

Proposals will be evaluated using the following scoring rubric:

Criteria	Description	Max Points
<b>Organizational Overview</b>		
a. Company Description	Clear, concise overview of the organization's mission, services, and relevance to the project	5
b. Staff Qualifications	Demonstrated qualifications and relevant experience of key staff, especially with 18–24-year-olds	10
c. Org Chart & Resumes	Inclusion and clarity of organizational chart and resumes; relevant experience of staff	10
d. Relevant Experience	Evidence of successful delivery of similar services, including past performance and outcomes	15
<b>Project</b>		
a. Project Prioritization	Clear explanation of how projects are managed and prioritized to meet deadlines	10
b. Implementation Plan	Detailed, realistic plan for fulfilling all deliverables and responsibilities	25
<b>Budget</b>		
a. Budget Narrative	Clear, detailed, and reasonable explanation of project administration fees, cost justification, and efficient use of funds	25
<b>Total Points Available</b>		<b>100</b>

**Request for Quotes (RFQ) 2025-006**

**Growth Mindsets Training Provider**

Release Date: August 6, 2025

Proposal Due Date: August 22, 2025



---

**Submission Requirements**

Applicants must submit one (1) electronic copy of the proposal. Please note that EmployIndy will not return any proposals it receives and will not reimburse applicants for any costs they incur in developing their proposals.

All proposals should be submitted no later than 11:59 p.m. EST, Friday, August 22, 2025, at [www.employindy.org/contractopp](http://www.employindy.org/contractopp).

Any questions should be submitted via [www.employindy.org/contractopp](http://www.employindy.org/contractopp) no later than 5:00 p.m. on Wednesday, August 13, 2025. Answers to submitted questions will be made available on the EmployIndy website by close of business August 15, 2025.



## POWER HUDDLE 1.0

The Power Huddle is designed to be a transformative experience that brings opportunity youth, ages 16-24, through 30 hours of reflection, discovery, and preparedness for their future.



The Power Huddle is designed to include the Job Ready Indy competencies Mindsets and Social Skills, ensuring participants are on the path to work-readiness.

### SESSION 1: Setting the Stage

*Attitude, self-confidence, intellectual risk-taking, sense of belonging, accountability, conflict management, self-advocacy, empathy, listening skills, career path, team work*

Participants are introduced to the Power Huddle & YES Indy Resources as well as a group of people that will help you achieve your goals. Expectations for both the facilitator and for the participants are set. Participants are expected to show up every day, take initiative and be dedicated to their journeys and the Power Huddle process.

### SESSION 2: All The Way Up

*Attitude, self-confidence, intellectual risk-taking, sense of belonging, accountability, conflict management, self-advocacy, empathy, listening skills, career path, team work, respect, teamwork, career path, worth, self-awareness*

The realization that one is not “stuck” in a specific situation, stage or reality is a powerful one. With a focus on identifying what makes a growth mindset and how to use it to keep on track to meet your goals, this session will help participants focus on those mental obstacles that often stop them from moving forward. This is an important conversation and self-awareness piece as the following sessions will walk participants through setting SMART goals in order to move towards the future they envision for themselves.

### SESSION 3: Who Gon’ Stop Me?

*Attitude, self-confidence, intellectual risk-taking, sense of belonging, accountability, conflict management, self-advocacy, empathy, listening skills, self-awareness*

By the end of this session, participants will be given the tools to be able to define self-awareness, acknowledge their strengths, limitations and fears. The participants will also be able to recognize the relationship between self awareness and achieving success.

## SESSION 4-5: My G.P.S.

*Career path, intellectual risk taking, listening skills, communication*

How do you make certain your dream becomes your reality? You plan. More specifically you set realistic goals to help keep you focused and create a path towards your success. In Session Four and Five participants will be guided through what it takes to set S.M.A.R.T. goals for themselves. The trainer will take time to dive into each piece of the process to ensure that once Power Huddle is complete, the participant can continue to use this valuable tool to break down the bigger plans they have in their life into manageable and achievable steps.

## SESSION 6: Soundtrack to My Life

*Career path, self-advocacy, accountability, self-confidence, worth, communication, listening skills*

After completing this activity participants will have a song(s) that is a depiction for what they want for lives in three categories: education, career & persona.

## SESSION 7-8: Picture Me Rollin': Dream Board

*Career path, self-advocacy, accountability, team work, self confidence, worth, communication*

The participants will take everything they have learned up to this point and tie it into the dreams or vision they have or want for their lives. By creating a vision board they will have a visual reminder of 1) who they want to become 2) what they want for their lives and 3) why they want it to move them to action.

## SESSION 9: You Gotta Do You

*Career path, self-advocacy, accountability, team work, self confidence, worth, communication*

Each Power Huddle participant will present his/her "dream board" to stakeholders and tell how they will utilize YES Indy programming to accomplish their goals and dreams.

## SESSION 10: YES Indy Services & Enrollment

*Career path, self-advocacy, accountability, team work, intellectual risk-taking, communication*

Each participant is connected to a YES Indy Career Navigator to get enrolled and started on their path to making their dream boards come true.

Power Huddle Transformative Education materials were developed in collaboration with Charlie Johnson, IUPUI. Reproduction of these materials is prohibited without consent from EmployIndy.

**WANT MORE  
INFORMATION?**

Visit [yesindy317.org](http://yesindy317.org)