

## CWSP-2019 RFP Inquiries & Responses

- 1. Page 3 of the RFP states that projects must be operational no later than July 1, 2019. We would like to seek funds to renovate an agency-owned cottage to expand our SIPP program to include children with co-occurring developmental/intellectual disabilities. With the current construction industry climate, it will not be possible to complete all renovations by July 1, 2019. Was the intent of the timeline to fund operations for a program, rather than physical improvements? Is it feasible to do such a project with an anticipated opening date in early 2020?**

Response: Respondents must demonstrate how they can operationalize their project timeline beginning July 1, 2019. Therefore, activities relating to the construction of approved projects must be underway no later than July 1. For example, site surveys or securing the services of an architect or engineer. Projects not in compliance with the July 1 timeframe would be those in which no activities are occurring for some period after July 1.

- 2. Is there a list of past recipients and programs that received awards?**

Response:

*Capacity Increase Grants: Specialized Therapeutic Foster Care FY1718*

Daniel Memorial, \$95,000

- Area: Duval, Clay, St. Johns, Nassau
- Target Pop.: Human Trafficking, Juvenile Justice, Developmental Disability
- Project: Specialized training, referral and retention incentives, certification of two clinical STFC trainers to offer ongoing support to homes.

Devereux Foundation, \$74,474.55

- Area: Broward, Miami, Volusia, Flagler, Putnam, Orange, Osceola, Seminole, Charlotte, Lee
- Target Pop.: Juvenile Justice, Runaways, Aggressive/Sexualized Behaviors
- Project: Targeted recruitment, comprehensive support to families incl. peer support, therapist-led support meetings, crisis intervention, case consultation.

Families First of Florida, \$95,000

- Area: Hillsborough, Pasco, Pinellas
- Target Pop.: Juvenile Justice, Mental/Behavioral Health
- Project: Targeted recruitment/marketing, licensed clinician as trainer/family mentor.

Lakeview Center, 90,214.85

- Area: Escambia, Santa Rosa, Okaloosa, Walton
- Target Pop.: General
- Project: Targeted recruitment/marketing incl. faith-based and social media.

*Capacity Increase Grants: Specialized Therapeutic Group Care FY1718*

Daniel Memorial, \$72,889.85

- Area: Northeast Florida, Jacksonville
- Target Pop.: Teens 12-17 M/F, Developmental Disability, Juvenile Justice, LGBT+
- Project: Renovation for Mills House → 12 beds (6 male, 6 female).

St. Augustine Youth Services, \$75,000

- Area: Northeast Florida, St. Augustine
- Target Pop.: Males 12-17, Sexually Reactive → 10 beds.
- Project: Portion of larger construction and related costs for new facility

*Capacity Improvement Grants: EBPs within Specialized Therapeutic Foster Care FY1718*

Camelot Community Care, \$50,990

- Area: Circuits 2B, 3, 5, 6, 10, 12, 13, 15, 19
- Project: Increase skill of STFC parents through implementation of Together Facing the Challenge EBP.

**3. Is there an opportunity for traditional foster homes to be wrapped with nursing to address diabetic teens?**

Response: Projects falling within at least one of the three identified Program Area categories and including at least one priority population will be considered. Per page 4 of the RFP, be advised that funding resulting from this procurement shall be considered catalytic, or seed funds, to begin new programs or increase the capacity of existing programs to meet this need. Funding may not be used for services or to supplant existing revenue sources. Further, successful respondents will adequately address Question 4F (Program Areas 1 & 2) and/or Question 5G (Program Area 3), “Provide a detailed sustainability plan for the project once the award period has expired.”

**4. Can a government entity apply?**

Response: There are no prohibitions to a governmental agency applying for funding. On Attachment A, Cover Page, please select “Other” under Type of Respondent and specify the type of governmental entity.

**5. Can a respondent submit multiple proposals?**

Response: Yes. Please complete a separate proposal for each project.

- 6. Page 4 of the RFP states, “Anyone is eligible to submit a proposal for contracted services...”, while also requiring at least one recommendation to be from the local community based care lead agency (page 8). Additionally, the RFP requires the respondent to detail any collaboration with the local community based care agency (page 7). Given these requirements, are Community Based Lead Agencies permitted to apply for funding for eligible projects?**

Response: Any agency, including a CBC lead agency, is eligible to submit. In response to Question 5d (Page 7), such respondents should note their role as CBC lead agency and how the proposed project will be disseminated within their system of care, as appropriate. If the CBC lead agency is representing a collection of agencies, such as providers, respondents should discuss how referrals for the service (if relevant) will be managed with the CBC lead agency.

If the respondent is a CBC lead agency, the required three letters of recommendation may be from any entity with which they have conducted similar business in the last five (5) years. *The RFP has been revised for clarification.*

- 7. Is the funding separated by county or region of the state?**

Response: No. Respondents are asked to detail geographic region and projected children to be served (or homes to be licensed, if proposing an STFC project) so that reviewers understand the intended scope of the project.

- 8. How are you determining which programs are evidence-based? Is there any place on the internet to locate eligible programs?**

Response: Respondents should detail the relevant documentation pertaining to evidence-based criteria, such as the California Evidence-Based Clearinghouse for Child Welfare <http://www.cebc4cw.org/>.

- 9. Could you define operationalized by July 1, 2019 for us?**

Response: Respondents must demonstrate how they can operationalize their project timeline beginning July 1, 2019. The expectation is that projects will be “launched” as described in the proposal – not that services are required to be delivered by this time.

- 10. Could the proposal include personnel costs for the project?**

Response: Yes. Please note that per page 4 of the RFP, funding may not be used for services or to supplant existing revenue sources. Further, successful respondents will adequately address Question 4F (Program Areas 1 & 2) and/or Question 5G (Program Area 3), “Provide a detailed sustainability plan for the project once the award period has expired.”

**11. Are CBC Lead Agencies eligible to apply for the grant?**

Response: Yes.

**12. Are the Letters of Reference, Budget, and Budget Narrative included in the overall 20 page limit of the proposal?**

Response: The following items may be excluded from the 20-page limit: Cover Page (Attachment A), Conflict of Interest Form (Attachment B), and Letters of Reference/Governing Agreements. The Budget and Budget Narrative are included in the overall 20 page limit, but may be single-spaced. *The RFP has been revised for clarification.*

**13. Should the Budget be included in the single PDF submission file, or should it be submitted as a separate Excel document?**

Response: The Budget and Budget Narrative should be included in the single PDF submission file.

**14. Can you give some information regarding what the financial reporting requirements will be? As a relatively small agency one of our considerations will be around the administrative management of the bookkeeping, particularly as we will partner with other agencies and therefore need to also track disbursement of some of the funding to others.**

Response: Awardees will be asked to submit periodic progress reports including a listing of allocated funds to-date by amount, payee and purpose. The reporting schedules are determined by the anticipated length of the project, but will not occur more than quarterly. Documentation of expenditures is not requested; however, Embrace Families Foundation may request copies of particular expenditures at a later date.

**15. Will it be allowable for recipients to contract with a financial management agency for the purpose of handling those activities, provided the associated expense stays within the 10% administrative cap described in the RFP?**

Response: Yes.

**16. Would the CBC Lead Agency be an acceptable entity to utilize as a subcontracted or voluntary fiscal management agency for purposes of this grant, or would that be deemed a conflict?**

Response: Yes, a CBC Lead Agency may act in a fiscal management capacity. Per page 6, Question 3b of the RFP, please describe the relationships among the planned partners, and how the partnership will be governed in relation to the project.