

QUESTIONS AND ANSWERS

2022 RFP ARP Community-Based Prevention Programs

Questions? Email us anytime at dcf.askrfp@dcf.nj.gov

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1. Re: Exclusion criteria:

These funds cannot be utilized to expand home visiting programs. Rather the intent of this offering is to bolster services and programs that will further support existing home visiting programs and planned universal home visiting.

I currently oversee a community-based home visitation program for families with children who need to meet narrow criteria for inclusion; opioid use and child must be <12 weeks at intake.

Are these two enhancements acceptable?

- Expand criteria to include all substance and families at risk for abuse and neglect.**
- Provide services to resource families as well as bio families when there has been a removal of custody.**

Would this idea meet grant criteria?

No. These enhancements appear to be tertiary prevention approaches. CBCAP can only be used to fund primary and secondary prevention.

2. Are community-based models from other states acceptable?

Regardless of where the model comes from, the question will be whether it is an evidence based or evidence informed practice. Applicants should identify the registry of evidenced based or evidence-informed practices from which the practice was selected.

3. Is an informed evidence-based program acceptable?

An evidence-informed approach is acceptable. For more information on evidence based vs. evidence informed, please refer to [Evidence-Based Practice in CBCAP | Friends NRC](#)

4. If the community-based model is showing not to be as effective for the program, does the agency have flexibility to change the evidenced based model?

Any changes should be based on program evaluation, and in consultation with DCF. Where the program evaluation suggests changes are needed to serve the focus population, changes may be acceptable. Any changes should be fully discussed with DCF prior to changes being made.

5. Does serving the community mean serving the entire county?

No. The applicant can define the parameters of the community to be served.

6. Letter D page 6 is asking to clearly define the community to be served. Is there a minimum number of cities or counties, towns or schools an agency has to service or is serving one community enough?

There is no minimum. The applicant can define community.

7. How many evidenced based models can be used?

The RFP does not confine an applicant to the number of evidence-based models to be used.

8. On the DCF/HSAC county needs assessment done by Rutgers. Camden County doesn't show Sicklerville, NJ on its data county profiles, is there a reason for this and can Sicklerville be added, as this may be a community to be serviced by an agency?

Sicklerville is within Winslow Township which is on the Camden County assessment.

9. Is virtual/hybrid programing permitted?

It is not prohibited, but if virtual or hybrid programming is proposed, the applicant should provide a clear explanation as to how or why such an approach improves the provision of the evidence-based or evidence-informed practice (for example serving more clients, reaching populations that would otherwise not be reached, etc.).

10. Are we able to run a live stream for parents who are not able to attend due to unforeseen circumstances, such as child illness?

Please see answer to Question 9.

11. How long after the award notice is the agency expected to start? The RFP suggest July 1, 2022?

The 36-month grant period shall begin at the time of the award and may continue through September 30, 2025.

12. For a newer agency if awarded will there be an allotted time to become fully staffed?

Applicants are required to provide a Proposed Program Implementation Schedule as part of their application with a detailed timeline for implementing the proposed services and the point at which the program will be fully operational. Fully operational is expected to include being fully staffed.

13. Is the agency expected to be fully staffed at the time of the reward?

See answer to Question 12.

14. For the CQI is there a system or form used for quarterly reports?

This is under development.

15. Aside from the quarterly meetings, are there meetings/trainings that awardees must attend. Will there be a reporting system/guide to measure the quarterly progress reports for qualitative and quantitative data reporting?

This is under development.

16. What would be the relevant data in the evaluation required by DCF per letter E page 7.

The relevant data will be based on the milestones, key performance indicators, and outcomes defined by the applicant as discussed in the following Section, F. Outputs. Providers will be required to report to DCF related to these measures on a quarterly basis.

In addition, providers are required to provide programmatic and fiscal reporting in a format and frequency defined by DCF per Section 3.02 of the Standard Language Document.

17. What is a bonding certificate?

A bonding certificate is evidence of an Employee Fidelity Bond (commercial blanket bond) which provides coverage for a stated amount on all regular employees of the provider insuring against loss from employees' dishonest acts.

18. Will there be an audit of services being provided? If so, what would that consist of?

Yes. It is highly likely that these funds will be audited. Funds must be segregated and accounted for. These awards are subject to audit, as described in the Standard Language Document. Because these are ARP funds, additional reviews may be conducted by federal entities such as the Office of the Inspector General (OIG) or the Government Accountability Office (GAO). State entities such as Treasury and the Office of Legislative Services may also audit these funds.

In addition, DCF is invested in assuring the quality and efficacy of its programs. As such program leads assigned to our programs review data and reports submitted by providers, as well as conducting virtual or in person site visits to examine service delivery, documentation, staffing, model fidelity, outcomes, and the like. Program leads work with providers to discuss any challenges with performance and help to identify solutions to address these challenges.

19. Are we correct in reading that there are 2 RFPs, one for community-based and one for a 0-5 focus and they each will provide 4-8 grants? Or will it be 4-8 grants for both total?

Each offering will result in 4-8 grant awards.

20. It states that funds for this offering cannot be utilized for domestic violence programs, training, events, and public information campaigns.

- **Does that relate to just domestic violence related training, events, and public information campaigns -- not those efforts that are focused on child abuse and child welfare?**

The exclusion related to training, events, and public information campaigns is not specific to domestic violence. Training and public information campaigns that are part of the execution of services using an evidence-based practice are acceptable as part of a proposed program. However, funds may not be used for a project whose focus/purpose is

training and/or a public information campaign. In this context, training means training of professionals, paraprofessionals, or others in the provider community. Community education activities are not part of this exclusion.

21. In the narrative sections, Do the numbers related to the sub questions need to appear in the narrative document (ie. A 1, A 2, A 3, etc.) or do we just ensure that all of those noted questions are answered in the content we write under A?

No. It is not necessary to number the sections.

22. Is there a need to project how many units of service will be provided over the 3 years? If there will be repeat services to the same families (not "one and done") do duplicated units/encounters count?"

Applicants should outline what they can reasonably and realistically do, as part of the outcomes they expect to achieve, as described in Section F, Outputs. Applicants should be clear if they are providing duplicated or unduplicated numbers.

Ultimately providers will be reporting quarterly on their performance outcomes, including the units of service provided.

23. Are indirect costs allowed and, if so, up to what percent?

There is not a cap on indirect (General and Administrative) costs, however grantees are expected to adhere to all applicable State cost principles, including reasonability.

More detail on General and Administrative costs is available in the Contract Reimbursement Manual, Section 4, at [DCF | Contracting Policy Manuals](#).

24. Is there any limit to the percentage of the budget that can be staffing?

No. Staffing levels should be commensurate with the evidence- based or evidence-informed practice, individuals to be served, and the outcomes to be achieved.

25. If we applied for implementation of a curriculum statewide to prevent child sexual abuse such as Enough Abuse or to prevent Abusive Head Trauma like Period of PURPLE Crying, would these be considered education and aligned with the intent of the grant?

While there is a training component to each of these, they rely heavily on engaging the community in education to prevent child abuse.

In other words, would these curricula be considered eligible for this grant opportunity?

Community education is an acceptable use of funds. Please see discussion in response to Question 20.