

REQUEST FOR PROPOSALS

State Fiscal Recovery Fund (SFRF)

The Rhode Island Department of Public Safety Grant Administration Office (PSGAO) announces the availability of funding from the Rhode Island State Fiscal Recovery Fund. The PSGAO is seeking proposals for programs that provide transitional housing and related wraparound services as described below.

Submit completed applications to:

SFRF Application: Attention Michael Hogan
Public Safety Grants Administration Office
Department of Public Safety, Central Management Office
311 Danielson Pike
North Scituate, RI 02857

**APPLICANTS MUST SUBMIT AN ORIGINAL AND ONE COPY
NO LATER THAN 4:00 P.M. TUESDAY, JULY 25th**

**Applicants should also email a copy to Michael.Hogan@ripsga.gov
and Bradley.Orleck@ripsga.gov**

Application checklist:

- Abstract
- Narrative (no more than 10 pages)
- Budget form
- Procurement Policies and Procedures (if seeking real property/construction funds)
- Other supporting documents

State Fiscal Recovery Fund (SFRF): Application Webinar

Please join us for a webinar to discuss the State Fiscal Recovery Fund (SFRF) application. We will be discussing the application, budget format, application submission, and other issues. Interested applicants are encouraged to attend, but attendance is not mandatory. Time will be reserved to answer questions, which may be made through the Zoom chat, or submitted beforehand. Please email questions to

Bradley.Orleck@ripsga.gov so that we may compile any questions.

When: Jun 22, 2023, 01:00 PM Eastern Time (US and Canada)

Topic: SFRF Application Rollout

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/87985590968?pwd=SjhWRE53dEo2ZDR0dGF0RVZyS1R6Zz09>

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

833 548 0276 US Toll Free

833 548 0282 US Toll Free

877 853 5247 US Toll Free

888 788 0099 US Toll Free

Webinar ID: 879 8559 0968

Passcode: 043468

SUPPORT FOR SURVIVORS OF DOMESTIC VIOLENCE AND SEXUAL ASSAULT

DESCRIPTION: To select Rhode Island non-profits with the primary mission of providing services to adult and youth survivors of domestic violence and sexual assault. The project seeks to increase transitional housing programs that offer both a housing option and supportive/wraparound services, including counseling, childcare, transportation, life skills, education and/or job training, for up to 24 months. This project also seeks to increase the number of transitional housing units available for survivors by way of purchasing, renovating, or building additional units.

PERIOD OF PERFORMANCE

The initial contract period will begin upon the issuance of an award until 09/30/2026 or long as authorized under Rhode Island law.

SECTION A. BACKGROUND

The Office on Violence Against Women describes transitional housing as a safe, affordable option that empowers survivors to achieve long-term safety and stability. OVW also states that to empower survivors of domestic violence, they must be provided with the tools to establish economic self-sufficiency, goal-setting, and long-term planning for their futures.

While emergency shelters are a source of immediate, short-term safety for victims, transitional housing programs offer both a housing option and supportive services, including counseling, childcare, transportation, life skills, education and/or job training, for up to 24 months.

Transitional housing programs alleviate the barrier of affordable, clean housing and focuses on integrating financial literacy, workforce development training, and employment and educational opportunities into the long and short-term goals made for survivors of abuse. Obtaining and maintaining safe, independent housing is a critical element of healing and self-determination and is the biggest challenge most victims face. Rhode Island has a very serious lack of affordable housing and there are long waitlists for affordable housing in general, particularly for supportive transitional housing for victims.

The clinical services to be provided will be evidence-based and trauma-informed. Agencies may contract for additional services and clinicians to provide appropriate mental health services to survivors of domestic violence and sexual assault.

SECTION B: SCOPE OF WORK AND REQUIREMENTS

Funds under this program must be used for one or more of the following purposes:

A. Transitional housing, including funding for the operating expenses of newly developed or existing transitional housing. This may also include the purchase or renovation of real property to permanently increase the number of transitional housing units available.

B. Short-term housing assistance, including rental or utilities payments assistance and assistance with related expenses such as payment of security deposits and other costs incidental to relocation to transitional housing.

C. Support services designed to enable a minor, an adult, or a dependent of such minor or adult, who is fleeing a situation of domestic violence, dating violence, sexual assault, or stalking to, (a) locate and secure permanent housing; (b) secure employment, including obtaining employment counseling, occupational training, job retention counseling, and counseling concerning re-entry into the workforce; and (c) integrate into a community by providing that minor, adult, or dependent with services, such as transportation, counseling, childcare services, case management, and other assistance.

The clinical services to be provided will be evidence-based and trauma-informed. Agencies may contract for additional services and clinicians to provide appropriate mental health services to survivors of domestic violence and sexual assault.

D. Other services, items, or technological services that allow the applicant non-profit to further or support purpose areas A, B, or C. This may include things like database upgrades or supplies that may not directly fall under the other purpose areas. Any request under this purpose area must clearly state how the request relates to the other purpose areas.

SECTION C: PROPOSAL

1. Narrative Proposal

Narrative and format: Vendors must submit a narrative, no more than ten pages excluding relevant attachments, which addresses each of the following:

- A. **Staff Qualifications** – Provide staff resumes/CV and describe qualifications and experience of key staff who will be involved in this project, including their experience in the provision of direct services to survivors of domestic violence, dating violence, stalking, and sexual assault.
- B. **Capability, Capacity, and Qualifications of the Vendor** - Please provide a detailed description of the Vendor's experience as a service provider. This should include a description of how the applicant has experience in providing transitional housing, short term housing assistance, or related wraparound services.
- C. **Work Plan** - Please describe in detail, the framework within which the proposal will be performed. This may include a timetable for the purchase or renovation of property or job descriptions of staff to hire.
- D. **Approach/Methodology** – Applicants should describe how any proposed wraparound or support services are evidence-based and trauma-informed. Projects seeking funds for renovation or purchase of real property should describe the methodology used when doing so. This may include a description of a purchasing process to select contractors or how the agency approves the purchase of real estate (board approval, requirement for inspections, etc.)]

2. Cost Proposal

[Provide fill out the Excel spreadsheet and return the sheet in Excel (no pdf's or scanned copies). This should adhere to the federal grant budget categories described below. Applicants should include a brief narrative explaining the need or methodology for any expense requested. The budget

should reflect the total amount the applicant is seeking to expend for the duration of the grant and is not broken down by year. In the narrative section, applicants should provide additional detail. For example, a request may seek to contract mental health clinicians for the purpose of providing wraparound services for \$300,000; this would be listed in the consultant/contracts/category for the full amount sought. In the narrative section, applicants should then state more detail, breaking down that they expect to spend the \$300,000 over three years, and what amount per year they expect. Please note that the PSGAO will require pre-approval for any single expense greater than \$250,000 (i.e., real property purchase).

- A. **Personnel/Fringe** – List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time devoted to the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization. Fringe benefits must be based on actual known costs or an established formula. Fringe benefits are for the personnel listed in budget category (A) and only for the percentage of time devoted to the project. Fringe benefits on overtime hours are limited to FICA, Worker’s Compensation, and Unemployment Compensation.
- B. **Consultants/Contracts/Subawards** – List any expected consultant contract/subawards. This may be an estimate and applicants should provide a narrative to detail how they came to the amount requested.
- C. **Travel** – Itemize travel expenses of project personnel by purpose (e.g., staff training, field interviews, advisory group meeting, etc.). Show the basis of computation (e.g., six people to 3-day training at \$X airfare, \$X lodging, \$X per diem). In training projects, travel and meals for trainees should be listed separately. Show the number of trainees and unit costs involved. Identify the location of travel, if known. Indicate source of travel policies applied, either the applicant’s policy or Federal Travel Regulations.
- D. **Supplies** – List items by type (office supplies, postage, training materials, copying paper, and other expendable items such as books, thumb drives, and flash drives) and show the basis for computation. Generally, supplies include any materials that are expendable or consumed during the course of the project.
- E. **Equipment** – List non-expendable items that are to be purchased. (Note: Applicant’s own capitalization policy for classification of equipment should be used.) Expendable items should be included in the “Supplies” category. Applicants should analyze the cost benefits of purchasing versus leasing equipment, especially high-cost items and those subject to rapid technical advances. Rented or leased equipment costs should be listed in the “Contracts” category. Explain how the equipment is necessary for the success of the project. Attach a narrative describing the procurement method to be used.
- F. **Other Costs** – List items (e.g., rent, reproduction, telephone, janitorial or security services, and investigative or confidential funds) by major type and the basis of the computation.
- G. **Indirect Costs** - An Agency without a negotiated indirect cost rate may use the federal de minimus rate of 10%. Any agency with a negotiated indirect cost rate agreement must attach a copy with their application.
- H. **Construction/Real Property Purchases** – Please detail the requested amount for the purchase/construction of housing. This may be an estimate and applicants should provide a narrative to detail how they came to the amount requested. ANY AGENCY SEEKING FUNDS FOR CONSTRUCTION/REAL PROPERTY PURCHASE MUST INCLUDE A COPY

OF THEIR INTERNAL POLICIES AND PROCEDURES DETAILING THEIR
PROCUREMENT PROCESS.

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SECTION D: EVALUATION AND SELECTION - SOLICITATION SPECIFIC

Proposals shall be reviewed and scored based upon the following criteria:

Criteria	Possible Points
Staff Qualifications	10 Points
Capability, Capacity, and Qualifications of the Vendor	10 Points
Work Plan	20 Points
Approach/Methodology	20 Points
Total Possible Narrative Points	60 Points
Cost proposal	40 Points
Total Possible Evaluation Points	100 Points