

QUESTIONS AND ANSWERS

2018 Child Advocacy Center Development Grant for CAPITAL AND TREATMENT

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RFP: Child Advocacy Center Development Grants - Capital

1. **Page 2, Section C: “The applicant for these capital improvement fund may propose to provide, initiate, and/or coordinate” enhancing an existing CAC; or “developing” a new CAC.**

Can funding be used to hire a CAC Coordinator/Director that will coordinate the development of the CAC and then be responsible for the day-to-day responsibilities associated with running a CAC and meeting Standards for Accredited Members (e.g., data collection, implementing a process for collecting client feedback, developing and implementing a community assessment plan)?

Thanks for the suggestion and this can be considered for the future but for this procurement it would not be appropriate.

Relatedly, if this grant does allow for staff or contract employee, can the grant fund a multi-year contract?

Yes, a consultant or contract employee can be funded through a multi-year agreement.

Will professional fees (architectural services, engineer services, ADA expert) associated with the capital improvement of the CAC space be eligible for reimbursement under the grant?

Yes. However only those fees that are incurred after the grant award are eligible.
Will county administrative fees (finance, purchasing, facilities management) associated with the capital improvement of the CAC space renovations/upgrades be eligible for reimbursement under the grant?

Thanks for the suggestion for the future, but this expenditure is not approved for this procurement.

2. Page 2, Section C: “Developing is defined as new construction or leasing a location to create a new CAC”

Will multi-year leases be allowed? The past RFP approved a grant application that funded a five-year lease. Multi-year leases provide stability and allow for the developing and existing CACs to focus on other areas of growth.

Yes. Just a reminder that is a competition and you should provide your priorities for funding such as: first priority is for a new security system, second priority is for a lease extension of 2 years, third priority is for a lease for 1 year. This may increase your chances.

Relatedly, one of our counties used FY17 funding to lease a space. They are 1.5 years into that lease. Can FY19 funding be used to extend that lease another five years?

Yes. Just a reminder that is a competition and you should provide your priorities for funding such as: first priority is for a new security system, second priority is for a lease extension of 2 years, third priority is for a lease for 1 year. This may increase your chances.

3. Page 4, Proposal to Relocate an Existing CAC and in other places throughout both grants

“The applicant’s proposal must also include its staffing plan for conducting forensic evaluations...”

What constitutes “forensic evaluations”? Is this referring to forensic interviews or the broader forensic evaluations as conducted by psychologists? The latter are not conducted at CACs; they are conducted

by psychologists at Regional Diagnostic and Treatment Centers (RDTCs) and other community agencies and private practices.

Forensic interviews is the correct term.

4. Page 4, Proposal to Relocate an Existing CAC and in other places throughout both grants

“Funding may be provided to those applicants that demonstrate a need for renovation, technology improvements or enhancement of their space...”

Can equipment be purchased for partners that are not housed in the CAC? For example, the previous RFP allowed for equipment purchases for the domestic violence unit (there are often shared cases) and the Internet Crimes Against Children (ICAC).

Yes.

Would the funds cover training for detectives to use specialized technological equipment for Child Abuse investigations; more specifically, will funds cover training on how to use specialized equipment to forensically dump a suspects electronics in a child abuse investigation?

Yes.

5. Page 6, E9

Will all contracts issued by the County associated with the capital improvement & treatment of the CAC space that conform to the NJ Local Public Contracts Law 40A11 be considered in compliance with the DCF Contract Policy and Information Manual (NJAC 10:3) including bid thresholds established by a QPA of \$40,000 and quote thresholds established by a QPA of \$6,000 apply or are there different thresholds that need to be used for these contracts?

For the county organizations applying the Local Public Contracts Law controls.

RFP: Child Advocacy Center Development Grants: Treatment

6. Page 1: “An applicant for treatment service funds for a County WITHOUT a CAC must be applying for funds to provide treatment service at a new CAC...”

Many of our existing CACs and our developing CACs will NOT offer treatment services on-site. These CACs have interagency agreements with partner mental health agencies that have clinicians trained in evidence-

based treatment and agree to see the CAC clients at no cost to the clients. Can funds be used to cover a clinician(s) at a partner mental health agency?

The goal is to perform treatment services on site but you may make the case that your agency is moving forward with this in stages and request additional funding for training and an additional clinician in the interim as the CAC works toward this goal.

Relatedly, can funds be used to train clinicians in evidence-based treatment, as NCA requires that children are referred to such providers?

See answer above.

- 7. Page 1: “An applicant for treatment services... (2) a non-profit corporation that is duly registered to conduct business within the State of New Jersey and is affiliated with a County Prosecutor’s Office...”**

This suggests that a non-profit entity that is NOT a developing CAC can apply for these treatment funds as long as the non-profit is “affiliated with a County Prosecutor’s Office”. Non-CAC non-profits should NOT be able to apply for these funds. However, the Prosecutor-based MDT/developing CAC can apply for treatment funds on behalf of the partner mental health agency.

The current language for counties with a CAC (page 2) does not allow for a non-profit corporation that is NOT a CAC to apply for treatment funds, so there are no requested modifications to that language.

The applicant must be the CAC.

- 8. Page 3, Section C: “Hire new or continue present two clinical therapists... Hire part-time Intake and Treatment Coordinator...”**

Can these contracts be multi-year contracts?

Yes.

- 9. Page 13, Budget Narrative**

Do you want the entire CAC budget, or just the budget for clinical programs?

Just the budget for the clinical programs is acceptable.

10. If an agency is in the process of filing a 501c3, can they still apply?

No.

11. If we are granted money, when and how do we receive the funding?

As soon as possible. No later than June 30, 2019. We hope to have all the funding allocated and in the CAC's before February.

12. Is the funding allowed to be used for employee(s) salaries?

Because this is a time limited grant, we believe the model is to enter into consulting or contract agreements for treatment services.

a. Are there restrictions on how much of the yearly grant can we allot for salary?

No.

b. Can this money be used to pay the salary for a several year period of employment?

Yes.

General Questions:

13. How much can a county with a non-existing CAC apply for?

The county with a non-existing CAC can apply for up to \$4,000,000.

14. How specific do we need to be in our itemization of estimated purchases with grant monies? (i.e. furnishings, toys, décor, equipment) and the grouping of estimates?

Your budget narrative should be as specific as you can. The evaluation teams typically like detail. As discussed at the Bidders conference, you may wish to leverage other resources/donations to obtain some of the items mentioned.

15. Is the allotment of money to certain categories set in stone? Or can money be transferred as need be?

Yes this is possible after a grant award, but needs to be done typically through a contract modification.

16. What documentation of estimated expenses needs to be shown?

As discussed at the bidder's conference, you may include architects' cost estimates for estimated expenses. State contracts may also be used to estimate costs.

17. If there is something we don't allot for, can extra funds be used to pay for it?

See the answer to 15 above.

18. Bids are due November 28th, is there a timeline for the decision-making process?

Our hope is to have awards in mid-December.

19. Is there a maximum amount for which counties can apply for either grant? If the total amounts being requested by the submitted applications exceeds \$4 million, how will funding for each application be determined outside of priority being given to developing CACs?

The maximum is \$4,000,000. The award priority is to developing CACs. The scoring criteria is in the RFP. We strongly suggest that your proposal provide priorities for funding.

20. Is it possible that certain requests in an application will be funded, and others might not be funded? Or will a total amount be provided, and the county then determines how to prioritize the items in their proposal?

It is possible that you will receive a partial award. We strongly suggest that your proposal provide priorities for funding.

21. Who is eligible to apply?

The existing CAC's may apply. In counties where there is no CAC, the developing CAC must be the applicant. A non-profit alone cannot apply unless it is a CAC or developing a CAC in a county where there is no CAC. (Note this must be done in conjunction with the Prosecutors office through an affiliation agreement).

22. If I apply and there is already a CAC in that county what happens?

The application will be rejected.

23. Will you accept bids or an architectural blueprint with cost estimate attached as basis for funding application? It can't go to bid until funded.

Yes.

24. How long before award is granted?

We hope to have awards issued in mid-December. The agreements for construction and treatment services after award may take some time depending on your responses. Also see the answers to 18 and 11 above.

25. Do we have to use our money out of pocket and then get reimbursed?

Until you have a contract, all expenses are out of pocket.

26. Can you submit quotes under state contract?

Yes.

27. Money awarded can not be used on preexisting money owed – is this a possibility in the future?

Thanks for the suggestion. It will be taken under consideration.

28. If facility currently shares floor but they want to expand to include the entire floor, can we use the funding to replace the rental fee the county pays currently?

Yes.

29. Can we submit quotes under state contract?

See answer to 26 above.

31. If the full 4 million is not used will you issue another RFP?

Another RFP may be issued if the funds are not completely used.

32. What if all the money isn't granted under the Treatment portion – will it be moved to Capital?

We do not allocate RFP's that way – it would be a new RFP.

32. What are staffing patterns? Do you want actual hours?

Describe in narrative or in a chart the hours the treatment services will be offered. If you will offer nights and weekends so that it is convenient, that is something that the evaluation team takes into consideration.

33. Can the money be used to have training on new equipment that is purchased with the award money?

Yes

34. Documents are in the RFP but not on the checklist – do we still submit those documents?

Yes.

35. If we spent money on architectural drawings as part of the application at a cost, could you get reimbursed with award money?

No.

36. Can award money be used for prevention services – example: going out to schools?

It is preferable that the CAC services be provided at the CAC.

37. We have computer labs across the street from facility, can you use award money to maintain these computer labs for use in connection with the CAC?

Yes. Describe in your proposal the connection to the CAC and in furtherance of the goal of accreditation.

38. If a provider provides services for children abused – can we write in the grant to have a clinician come to the CAC?

Yes. The grant proposal must be initiated by the CAC.

39. Can there be a 5-year lease?

Yes. Understand this is a competition, so please provide your priorities.