

QUESTIONS AND ANSWERS

NJ Project Launch - Essex County

Questions? Email us anytime at dcfaskrfp@dcf.state.nj.us

Phone number and contact person for date of delivery:

Main Number: 609-888-7730

Contacts: Karen Schemmer

Loren LaBadie

Deliver proposal to: 50 East State Street, 3rd Floor

Trenton, New Jersey 08625-0717

1. Can agencies use funds to transition from current programs being implemented with fidelity to new EBPs?

Yes

2. Can agencies draw down other funds?

Leveraged funds are encouraged.

3. Is the budget narrative part of the 20 pages?

Yes, the budget narrative is part of the 20 pages.

4. Will you entertain promising programs? Would a promising program be considered that has not yet been deemed EBPs? If so, would DCF want agencies to build an evaluation of the program during start up time?

- Preference is for programs that are nationally recognized as Evidenced Based Practice (EBP) models – use the web links provided.
- There will be an objective review of all applications according to the specific criteria outlined in the RFP.
- If you decide not to use a nationally recognized EBP model, then you will need to do the research and *provide strong, concrete evidence* with data that supports the alternative model you are proposing.

- It is not necessary for applicants to develop a separate evaluation, but they must describe measurable process, impact and outcome indicators and objectives.

5. For a program that an agency developed – how would they share data when the information is confidential?

We recommend the use of a national model because we need the data. We cannot guarantee funding.

6. Can more than one EBP be included in a single proposal?

The applicant must designate a primary EBP program.

7. Can a single agency submit more than one proposal?

Yes

8. Since this is a potential four year grant, would grantee need to apply each of the four years? Is the assumption that you will re-apply every year?

No, if you are selected for funding, you would receive continuation funding for the 4-year Project LAUNCH period as per the usual DCF contract renewal process (quarterly Performance Reports, Annex A and Annex B—contingent upon receipt of federal funds from SAMHSA.

9. Should the 12 month budget include start up?

No, the 12-month budget is an operational budget. If you are requesting one-time, start-up funds, use a separate column on the budget spreadsheet to itemize projected expenses to get the program up and going. You must also provide itemized details for your requested Start-Up Costs separately in the Budget Narrative section.

10. Would July 1st still be considered the start date?

Yes, that is our target date.

11. What if I am running a program at my agency that is receiving outside funding that is not federal; can I apply for this funding to expand the program?

Yes, you may use that as leveraged funding. If you receive federal funds, you need to provide an explanation and assurance that you will not supplant funds.

12. What other requirements will there be related to LAUNCH in addition to Annex B, Evaluation, EPPC participation? What are some of the other expectations as a grantee?

- Look at online-requirements
- Quarterly and budgetary requirements
- Quarterly and annual data reporting requirements
- General contractual requirements
- Be responsive to evaluation and quality improvement requirements
- Actively participate as a partner with DCF and other core community partners

13. Are there any restrictions with providing services to undocumented families with this grant?

There are no restrictions on undocumented individuals with this award. Project LAUNCH is about improving health disparities.

14. What is the scope? How will the geographic scope of the proposal influence funding?

- The overall focus of NJPL is to work on reaching the entire children and families from pregnancy to 8 years of age.
- Applicants may propose a model that serves any target population/subpopulation(s) within the overall scope.
- You need to “do your homework” and provide objective data and information that supports the focus/target population of your proposed project—e.g. children birth to three in the Family Child Care setting in Irvington.
- Make a strong case for your proposed target population/target community and make the connection with your selected EBP model.

15. What's the expectation of our scope? Do programs need to have an evaluation?

There is no need for applicants to develop a separate evaluation, but they must describe measurable process, impact and outcome indicators and objectives. DCF will be working with Johns Hopkins University to conduct the NJPL evaluation.

16. Is there a requirement for a longitudinal study?

There is no specific requirement in this RFP, but many of the EBP models have completed longitudinal studies as part of their research base.

17. How should we indicate LOS when some children are tracked/enrolled for 1 year and others may be tracked/enrolled for multiple years?

The LOS should be provided as an unduplicated count over a 12-month period, i.e. how many individuals/families will this program reach in a 12-month period once you are fully staffed.

18. Is there any priority for longer term EBPs vs. shorter term EBPs?

No.

19. Do proposals/EBPs need to cover all of the LAUNCH objectives? In the four goals outlined, does the EBP have to cover all four goals?

No. Your application will address only the goals that are relevant to your proposed plan, particularly goals 3 and 4.

20. Is funding on a contract basis or fee based?

Contract basis.

21. Are participating EBPs required to recruit participants through central intake/EPPC?

EPPC may be a valuable resource for recruiting families, but it depends on the selected EBP model, target population, and other factors, e.g. does your selected EBP recruit children/families in the school or child care setting? Etc. If funded, all grantees will be

required to partner with EPPC in their role as a central tracking registry to ensure coordination and avoid duplication of services.

22. What is the LOS of central intake/EPPC? Will EPPC be an exclusive gateway to EBPs?

At the present time, EPPC receives referrals on about 1200 families per year. We expect this to increase over time. No, we do not expect EPPC to be an exclusive gateway, but it does serve an important function within a coordinated and integrated system of care.

23. Does program staff get included in G&A?

No, program staffing is a direct service costs.

24. Is there a specified level of service (LOS)?

We did not set a minimum level of service. You will determine the LOS based on the EBP model you select.

25. This question is about MOUs and other agencies...Can agencies include other entities as subcontractors?

Yes, but you will need a MOU/letter of agreement.

26. Does an agency applying need to have a physical location in Essex?

No, but you should be able to document a strong presence of serving children/families in Essex County.

27. Can clients enrolled in one EBP, like home visiting, be enrolled in another EBP at the same time?

Generally, we would not want to duplicate services. But we recognize that the answer to this question will depend on the EBP being proposed.