

## **QUESTIONS AND ANSWERS**

### **2021 RFA: Formula Based Child Advocacy Development Grants: Treatment Services, Programs, Technology and Capital Improvement**

Questions? Email us anytime at [dcf.askrfp@dcf.nj.gov](mailto:dcf.askrfp@dcf.nj.gov)

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- 1. It states that you can hire a consultant to perform the duties of CAC Coordinator. Can you hire staff for the CAC Coordinator position with this money?**

Yes. This grant allows for the hire of a CAC Coordinator. Please note that this funding is subject to availability after the current fiscal year.

- 2. Is the CAC Coordinator position a civil service position?**

Please contact your Human Resources Department to determine if this is a civil service position.

- 3. Page 5, Section: Programs**

- o Would using the funds to host a training session for CAC/MDT members and Special Victims Unit liaison officers and agencies be an allowable expense?**

Funds can be used for training purposes if the training is consistent with moving towards or maintaining the standards set forth by the National Children's Alliance.

- 4. Page 5-6, Section: Capital Improvements**

- a. We previously utilized grant funding to pay for a one-year lease of our recent CAC expansion. Would using the funds to pay for an additional one-year lease of this expansion be an allowable expense?**

Funds can be used for lease payments for a CAC for the current fiscal year as long as the funds are not supplanting previous funding.

- b. Would using the funds to pay for an additional one-year lease of the existing CAC's space be an allowable expense? This space was not a part of the recent expansion; it was our existing CAC space before the expansion.**

Funds can be used for lease payments for a CAC for the current fiscal year as long as the funds are not supplanting previous funding.

- c. Would using the funds to renovate an existing space within the CAC into a medical suite be an allowable expense? This suite would solely be utilized to train forensic nurse examiners, not for investigative purposes.**

Funding can be used for this purpose if the need for the space and the space itself will be consistent with moving towards or maintaining the standards set forth by the National Children's Alliance.

- 5. Are the funds to pay for Special Victims Unit detectives to register and travel to training conferences an allowable expense? This initiative would be consistent with the NCA's Standards for Accredited Members.**

Training is an acceptable use of these funds if the initiative is consistent with the NCA's Standards for Accredited Members.

- 6. Are we able to use some of the funds to purchase shirt/jacket for the SVU staff? Often times staff interacts with victims/witnesses both at the CAC and in the field. We would like to order SVU shirts/jackets for the staff to wear that would identify them as SVU.**

No. This funding cannot be used to purchase clothing for staff use.

- 7. Page 5-6, Section: Capital Improvements**

- o Would using the funds to purchase a metal detector for the CAC be an allowable expense?**

Funding can be used to purchase a metal detector to enhance security at a CAC as consistent with NCA standards.

- 8. Exhibit F: Do each of the areas and questions in Exhibit F have to be initialed by the signee? Or just x off?**

Mark with an "X" and then sign the attestation at the bottom.

- 9. Past applications for this funding have required a specific narrative response format. For example, the RFP clearly outlined various sections of the response instructions with corresponding scoring values, such as Section I. Organizational Fit (20 points); Section II. Organizational Capacity (30 points); Section III. Organizational Supports (30 points); Section IV. Budget Narrative (20 points). Under the new RFP, it appears that while there are required responses for questions (footnote pages 13-14), there does not seem to be a specific format as in past years.**

**Can you please clarify if the respondents should provide answers to the requested required answers on pages 13-14 in that order, or if there is a different format required as in years' past?**

The format for this RFA differs from the RFP process. As per page 13, please submit the proposed activities requirements in the order specified.

- 10. Can you please clarify how applications will be scored and how the point value of responses are assigned? (i.e., Organizational Fit is worth 20 points, etc.)**

Applications are not scored. As per page 9, DCF will screen proposals for eligibility and conformity with the specifications set forth in this RFA. A preliminary review will be conducted to determine whether the application is eligible for evaluation or immediate rejection. Upon completion of the initial screening, proposals meeting the requirements of the RFA will be reviewed for funding recommendations.

- 11. If the applicant is requesting funding for capital and treatment costs, can you please confirm that each response has a 25-page limit, or is it a combined limit of 25 pages for both requests?**

Separate submissions must include an application for proposed Treatment Services and proposed Capital Improvement. There is a 25-page limitation for the narrative portion of the grant application for each submission.

Each county may apply for funding up to the allocated amount for its county. (Refer to Exhibit G in the RFP).

- 12. Is there a page limit for Appendices? If so, is that per application (capital and treatment) or combined if the agency is submitting capital and treatment funding requests?**

No. There is no page limit for the Appendices.

**13. Can we use funding to purchase a vehicle for transporting victims for interviews?**

As stated on page 6 of the RFA, funds may not be used to purchase vehicles.

**14. Can we use funding to purchase Infoshare Modules?**

Yes. Funding can be used for technology and software upgrades consistent with NCA Standards.

**15. Does funding cover yearly cost for maintenance? Can we pay for a couple years in advance?**

Funding can be used for maintenance of software and technology systems purchased through these grants funds; however, funds may not be used to fund maintenance beyond the current fiscal year.

**16. Who do we contact for approval for software purchases?**

Any software purchased in connection with the proposed project must receive prior approval by the New Jersey Office of Information Technology.