The Washington State Department of Children, Youth and Families (DCYF) requests applications from Federally Recognized Indian Tribes, Recognized American Indian Organizations (RAIOS) and other community-based organizations that serve American Indians/Alaska Natives to provide fatherhood support programs to increase family strengths, enhance child development and reduce the likelihood of child abuse and neglect.

## Important Dates

|  |  |
| --- | --- |
| Funding Opportunity Informational Webinar (Bidders’ Conference) | July 26, 2022 |
| Funding Opportunity Technical Assistance Office Hours | August 9, 2022  August 15, 2022 |
| Funding Applications Due | September 7, 2022 |
| Announce Successful Applicants | Late September, 2022 |
| Contract Effective Date | Early October, 2022 |

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Attachment 1: Sample General Terms and Conditions

# Background

The Department of Children, Youth and Families Office of Tribal Relations (OTR) and Strengthening Families Washington team are partnering to offer this opportunity.

The OTR coordinates, monitors, and assesses DCYF’s relationships with Tribes and Recognized American Indian Organizations (RAIOs), working to enhance and improve government to government relationships. OTR’s goal is to assist the collective needs of Tribal Governments and RAIOs to assure quality and comprehensive program service delivery in the areas of child welfare & early learning. The Office of Tribal Relations has two primary roles:

* Support the delivery of DCYF services that are of high quality and culturally sensitive
* Ensure Tribes can access DCYF services in a timely manner

Strengthening Families Washington (SFWA) supports local communities to build access to high-quality programming that strengthens families for the prevention of child abuse and neglect. SFWA believes that all families have strengths. Our work is guided by the [Strengthening Families Protective Factors Framework](https://cssp.org/resource/about-strengthening-families-and-the-protective-factors-framework/) (See definition of Protective Factors in Appendix A: Glossary of Terms.)

Fathers are essential to the developing brains and bodies of their children. Research shows that when a child is raised in a father-absent home, there can be long term implications for those children and consequently for society as a whole. Conversely, having an engaged father can have a variety of positive impacts on children, mothers and families.[[1]](#footnote-1) Fathers often report that they feel ignored or stigmatized by parenting support programs and services, and that they feel disconnected from other fathers.

There are very few parenting strengthening and support programs and resources available in Washington State that are designed for fathers[[2]](#footnote-2), and even fewer that are culturally responsive for American Indian and Alaska Native (AI/AN) fathers. **This project seeks to build capacity and opportunities for American Indian fathering strengthening and support.**

The COVID-19 pandemic has increased the need for family strengthening and supports. At the same time, it has inspired innovation and adaptation to respond to those needs. The Department of Children, Youth, and Families (DCYF) received one-time, federal American Rescue Plan Act (ARPA) funding to support child abuse and neglect prevention activities during the pandemic. This opportunity is fully funded with the federal ARPA Community Based Child Abuse Prevention (CBCAP) grant.

## Funding Focus

DCYF will support successful applicants to provide strengths-based parenting support programs to American Indian/Alaska Native fathers and expectant fathers in Washington State. Programs should be intended to increase family strengths, enhance child development and reduce the likelihood of child abuse and neglect. Programs are encouraged to strengthen one or more of the [Strengthening Families Protective Factors](https://cssp.org/resource/about-strengthening-families-and-the-protective-factors-framework/): parental resilience, social connections, knowledge of parenting and child development, concrete support in times of need, and social and emotional competence of children.

Programs that would be appropriate for this project include but are not limited to: Fatherhood is Sacred, Our Strong Fathers, Positive Indian Parenting, The Good Road of Life, and Equine Therapy. We welcome proposals that provide any of these or another program or curriculum that fits this funding focus. You may make cultural adaptions to fit the population you serve.

This funding must be used to support primary or secondary prevention of child abuse and neglect. Primary prevention is directed at the general population to prevent child abuse and neglect prior to it occurring. Secondary prevention is offered to families experiencing one or more risk factors for child abuse or neglect. Services provided to families involved with the child welfare system are tertiary prevention and are not eligible for this prevention funding. If you also offer programming to families that are involved with the child welfare system, it must be supported with another funding source.

Funded programs will be responsible for recruiting and enrolling program participants.

We will give priority to:

* Proposals from federally recognized Tribal Nations (highest priority) or Recognized American Indian Organizations (RAIOS).
* Programs or curricula that draw on traditional and culturally specific parenting practices and values.
* Programs that have shown promise or have demonstrated success in engaging tribal fathers, improving parenting and child outcomes, or building protective factors.

## Funds Available

Maximum award per contract is $40,000 per year, with the possibility of continued funding for up to an additional 2 years. DCYF anticipants awarding up to 3 contracts.

At least 51% of your budget must be costs directly associated with providing programs to fathers (e.g. program or training costs) by your organization. Up to 49% of your budget can be for related costs such as staff training and for subcontractor costs. Please complete the attached budget form to identify costs categories associated with these activities.

## Period of Performance

The initial contract will run from approximately October 1, 2022 through September 30, 2023.

## Eligible Organizations

Federally recognized Indian Nations, Recognized American Indian Organizations (RAIOs) and other community-based organizations that serve American Indians/Alaska Natives are eligible to apply for this opportunity if you serve American Indian/Alaska Native fathers who reside in Washington State.

## Contractor Expectations and Deliverables

If your application is successful and we contract with your Tribe or organization, you will be expected to:

* Develop a project plan that builds on your proposal with specific plans and timeline for publicizing your program, recruiting and enrolling participants and holding program sessions.
* Implement your project plan, adjusting as needed in consultation with the DCYF contract team.
* Collect evaluation data by tracking program participation and surveying program participants using either evaluation tools that are provided with the curriculum you are using or a tool provided by DCYF.
* Provide aggregate evaluation data to DCYF. DCYF will not request individual participant data. Data collection will support evaluation of participant and system level impacts of your program.
* Submit timely and complete quarterly reports using a report template provided by DCYF. Reporting will include reflection on progress on the project plan, documentation of programming provided during the reporting period (e.g. dates provided, numbers of participants, participant hours, etc.) and aggregate evaluation data.
* Participate in meetings hosted by DCYF for networking and training for Tribal fatherhood support programs. These may be offered up to every other month.
* Participate in quarterly check in meetings with the DCYF contract team for contract monitoring and technical assistance. These may include one in-person monitoring visit if appropriate.
* Submit written quarterly reports using a reporting form that will be provided by DCYF. Reports will include: Update on status of workplan activities, explanation of any changes to timeline and staffing; summary of accomplishments for the quarter; data on sessions held and summary information about participants; discussion of any challenges encountered during the quarter, their impact on achieving project goals, and how they are being addressed; aggregate evaluation data.

Please see Appendix B: Sample Statement of Work for more information about contractor expectations.

## DCYF Role

DCYF will support funded applicants with:

* Contract oversight, technical assistance and coaching to support contractors’ achievement of project goals and deliverables.
* Training and networking opportunities with other contractors.
* Assistance publicizing training, and connecting and coordinating with state programs and other partners, as needed.
* Provision of evaluation and reporting tools and surveys.
* Convening networking/training meetings for Tribal fatherhood support programs up to every other month.

## How to Apply

**Email one copy (Word or PDF) of the completed application (pages 6-10 of this Request for Applications), budget form and all required attachments to** [**strengtheningfamilies@dcyf.wa.gov**](mailto:strengtheningfamilies@dcyf.wa.gov) **by 5 pm, September 7, 2022**.Late or incomplete applications will not be considered.

**Applications must use no less than 11-point font**.

**Questions**? Contact Marilyn Gisser, 360-701-2529, [marilyn.gisser@dcyf.wa.gov](mailto:marilyn.gisser@dcyf.wa.gov).

## Selection Process

Applications will be screened for eligibility for this funding. Eligible applications will be scored by a panel of reviewers, who will make every effort to be fair and objective. Each section of the application can receive a score up to the maximum listed in the application. In addition to scores, DCYF may also consider geographic distribution and other factors when determining which organizations to contract with.

# Application

Please complete and submit this application (starting here), the budget form and required attachments, described below, to apply for this opportunity**. Application is due 5 pm September 7, 2022.**

### A. Applicant Information (Required)

Please include Section A as the cover sheet for the application narrative.

Program Title

Organization Name

Mailing Address

City, State, Zip Code

Contact Person Name

Phone

E-mail

If selected as a successful applicant, what is the name and contact information for the person who will sign the contract.

Contact Person Name

Email

Please provide the following, if available. UEI, UBI, and federal tax identification numbers are not required to apply for funding. They may be required and verified by DCYF prior to issuing a contract, as applicable.

**UEI #**

**UBI #**

**Federal Tax id/EIN#**

## Organization Type (Up to 6 bonus points)

(select one)

**Federally Recognized Tribal Nations (6 bonus points)**

**Recognized American Indian Organization (RAIO) (3 bonus points)**

**Other community-based organization that serves American Indians/Alaska Natives**

For Sections B-C please answer the following questions using this form. Do not exceed 10 pages.

Applications MUST use at least 11-point font.

### B. Proposed Program (48 points: 6 per question)

1. Briefly describe the fatherhood support program or curriculum you plan to administer with this funding, including overall goals and critical program or curriculum elements. Include details of how the program is delivered, for example number, length, and frequency of classes or events, expected number of cohorts, and the location(s) where the program will be offered.

1. How does this program or curriculum draw on or align with traditional and culturally specific parenting practices and values?

1. Has your Tribe or organization offered this program or curriculum previously? If so, when was it offered? How many people enrolled and how many completed the program?

1. To be eligible for this funding, your proposal must support either primary prevention or secondary prevention or both. Primary prevention is directed at the general population to prevent child abuse and neglect prior to it occurring. Secondary prevention is offered to families experiencing one or more risk factors for child abuse or neglect. If the proposed program is mainly targeted to fathers who are involved in the child welfare system, it is tertiary prevention and will not be funded.

How does your proposal function as primary and/or secondary prevention?

1. Please describe the fathers you propose to serve through this funding opportunity, for example in terms of location, Tribal membership, and other relevant demographics and characteristics. Why have you chosen to focus on this population?

1. How will the proposed program benefit participants, their families and community? What experience, data or research supports your expectation that this program or curriculum will improve parenting and child outcomes and/or build protective factors (see Appendix A: Glossary of Terms for information about protective factors?)

1. How many fathers or expectant fathers do you expect to participate in the program? (Please be realistic with this numbers. We are not looking for high numbers. We are looking for a response that make sense for your program, organization, and the participants you plan to serve.)

Number of participants per cohort

Number of cohorts planned from October 2022-September 2023 (for example, if the program meets weekly for four weeks and you are offering two separate four-week sessions or cohorts, this would be 2)

Total number of participants planned

Explain how you arrived at your answer

1. Please describe the strategies you will use to engage and enroll program participants? How confident are you that you will meet your participant enrollment goals? Reflect on the success of past efforts to engage participants for this or other programs and how you have incorporated lessons from those efforts. Or you do not have any such experience, what challenges or opportunities do you anticipate? What systems, if any, are in place within your proposed community to identify and refer fathers to your program?

### C. Organizational Capacity/ Experience (30 points: 6 per question)

1. Briefly describe your Tribe or organization’s mission, strategic goals, and programs offered? How could this opportunity support your mission and goals and fit within your service array? You may attach an organizational chart to supplement this response. The organizational chart does not apply to the page limit.

1. Do you already have staff or contractors in place to deliver the planned program? If so, what are their qualifications? Describe their experience delivering the program or curriculum? Do they have all required training and credentials to deliver this program or curriculum? If you do not have staff or contractors identified, what is your plan for recruiting and onboarding qualified staff in time to administer this program?

1. Describe your organization’s experience in successful compliance with contract requirements and/or completion of a program grant contract.

1. Briefly describe your approach and experience evaluating programs and services. What types of data do you collect and analyze? How do you use your evaluation findings to improve programs and services?

1. Describe how your program engages parents in leadership, policy development, or planning at a program and organizational level.

### D. Budget Proposal (12 points)

Download the “Budget Proposal” form at <https://www.dcyf.wa.gov/services/child-dev-support-providers/home-visiting/funding-opportunities>. Follow the directions on the form to complete it and submit it with your application.

### E. Attachments (10 points)

* **2 letters of support from parents or participants** who have received services from or participated in at least one program provided by your organization.

**Provide if applicable**

* **Tribal or Board Resolution of Support for this application.**
* **If you plan to partner or contract with other organizations to implement your proposal**, you must provide a letter from each proposed partner or contractor indicating their intent to participate.
* **If the indirect rate in your budget is larger than 10% of the direct costs,** please provide a copy of your approved federal indirect rate agreement that supports the rate presented in your budgets, if the indirect rate exceeds 10% of the direct costs.

Application Submission Checklist - Application is Due 5 PM **September 7, 2022**

Late or incomplete applications will **not** be considered for funding. Complete applications must address each question and include the following back-up documentation:

**Applicant Information (Section A)**

**Narrative (Sections B-C),** no more than 10 pages, at least 11-point font with one-inch margins)

**Budget Proposal (Section D**) - use the Budget Proposal worksheet provided

**Attachments (Section E) as applicable**

2 letters of support from parents or participants

Tribal or Board Resolution of Support

Letter(s) from any planned partner or contractor organizations

Approved federal indirect rate agreement

**Signed and dated Application Submission Checklist.**

I certify that I have the authority to submit this proposal, and that the information in this proposal is true and accurate. If my organization is faith-based, I understand that federal and state law prohibits the use of public funds for religious worship, exercise, instruction or support of any religious establishment: [*http://www.acf.hhs.gov/programs/occ/resource/equal-treatment-regulations-for-faith-based-organizations*](http://www.acf.hhs.gov/programs/occ/resource/equal-treatment-regulations-for-faith-based-organizations)

I understand that my organization will not receive reimbursement for any costs incurred in preparing this proposal. If awarded funding, I understand that our proposal will be incorporated into the final contract.

|  |  |
| --- | --- |
| **Printed Name and Title** |  |
| **Signature** |  |
| **Date** |  |

# Appendix A: Glossary of Terms

**Prevention Levels: Primary, Secondary and Tertiary.** The focus of funded programs must be primary or secondary prevention. Tertiary prevention programs are not eligible for this opportunity.

* **Primary prevention** activities are directed at the general population to prevent child abuse and neglect prior to it occurring.
* **Secondary prevention** activities are offered to families experiencing one or more risk factors for child abuse or neglect.
* **Tertiary prevention** activities are targeted to families that are already involved in the child welfare system.

**Protective Factors.** DCYF utilizes the Protective Factors Framework developed by the Center for the Study of Social Policy. These five protective factors contribute to the health and well-being of families and children and are associated with reduced incidence of child abuse and neglect. See [About Strengthening Families and the Protective Factors Framework](https://cssp.org/resource/about-strengthening-families-and-the-protective-factors-framework/)for more information.

Programs areas are encouraged to be work on at least one of the following protective factors:

1. Increase parents’/caregivers’ **nurturing and attachment** with their children.
2. Increase parents’/caregivers’ **knowledge of parenting and child development**.
3. Parents/caregivers development of **parental resilience**.
4. Increase parents’/caregivers’ use of effective **social connections**.
5. Increase parents’/caregivers’ **concrete supports**.

**Recognized American Indian Organizations (RAIOs).** Organizations recognized in the DCYF TPAC bylaws. These organizations provide services to both general community citizens and those who are also citizens of a federally recognized Tribe. RAIOs may have contracts with DCYF and attend TPAC committee and sub-committee meetings.

Appendix B: Sample Statement of Work

Definitions and abbreviations. The following terms, as used throughout this Contract, shall have the meanings set forth below

1. **ARP Act**: [the American Rescue Plan Act of 2021 (P.L.117-2)](https://www.congress.gov/bill/117th-congress/house-bill/1319?q=%7B%22search%22%3A%5B%22HR+1319%22%5D%7D&s=2&r=1), that was signed into Law by President Biden on March 11 2021. This law provides additional relief to address the continued impact of COVID-19 on the economy, public health, state and local governments, individuals, and businesses.
2. **CBCAP:** Community-Based Child Abuse Prevention. CBCAP programs were established through federal legislation under the Child Abuse Prevention and Treatment Act (CAPTA). The purposes of the CBCAP program are: (1) to support community-based efforts to develop, operate, expand, enhance, and coordinate initiatives, programs, and activities to prevent child abuse and neglect and to support the coordination of resources and activities to better strengthen and support families to reduce the likelihood of child abuse and neglect; and (2) to foster understanding, appreciation, and knowledge of diverse populations in order to effectively prevent and treat child abuse and neglect.
3. **DCYF**: the Washington State Department of Children, Youth and Families.
4. Deliverable: the delivery of services and/or a tangible work product resulting from this contract which is to be documented, described, reported and/or provided to DCYF in the form and manner required by this contract.
5. **OTR**: DCYF Office of Tribal Relations.
6. **Prevention Levels**: Primary prevention activities are directed at the general population to prevent child abuse and neglect prior to it occurring. Secondary prevention activities are offered to families experiencing one or more risk factors for child abuse or neglect. Tertiary prevention activities are targeted to families that are already involved in the child welfare system.
7. **Protective Factors**: [The Protective Factors Framework](https://cssp.org/resource/about-strengthening-families-and-the-protective-factors-framework/) was developed by the Center for the Study of Social Policy. The five protective factors are: knowledge of child development, parental resilience, social connections, concrete supports in times of need, and nurturing and attachment. These protective factors are shown to make positive outcomes more likely for young children and their families, and to reduce the likelihood of child abuse and neglect.
8. **RAIOs**: Recognized American Indian Organizations. Organizations recognized in the DCYF TPAC bylaws. These organizations provide services to both general community citizens and those who are also citizens of a federally recognized Tribe. RAIOs may have contracts with DCYF and attend TPAC committee and sub-committee meetings.
9. **SFWA**: The Strengthening Families Washington team, in the DCYF Family Support Division.

Background

1. This contract supports a strength-based parenting support program for American Indian/Alaska Native fathers and expectant fathers in Washington State. The intent is to increase family strengths, enhance child development and reduce the likelihood of child abuse and neglect.
2. The funded program must be intended for primary or secondary prevention of child abuse and neglect.

Contract Intent and Activities

1. Contractor shall do all things necessary for or related to, the performance of the work in this Contract, including, but not limited to, the services described below.
   * 1. **Develop, in consultation DCYF, a detailed project plan** that builds on your proposal with specific tasks and time frame for the project including activities publicize your program, recruit and enroll participants, hold program sessions, and evaluate the project. DCYF will provide a workplan template.
     2. **Implement your project plan**. Plan elements and timing may be adjusted to accommodate issues such as staffing, facility availability, maximizing potential enrollment, and to comply with applicable public health requirements. In the event of a public health emergency that interferes with your ability to offer the program as planned, contractor will adapt as is feasible within the program parameters and with available technology. Contractor will keep DCYF informed of all adaptations.
     3. **Collect evaluation data by tracking program participation and surveying program participants** using either evaluation tools that are provided with the curriculum you are using or a tool provided by DCYF. [fill in contractor specific approach in contract]
     4. **Submit written quarterly reports** as described in Exhibit C Deliverables. Draft reports, deliverables and analysis will be reviewed and approved by DCYF.
     5. **Engage in ongoing coordination and communication with the DCYF Contract Team.** This includes email and calls as needed for coordination, and at least quarterly meetings with DCYF identified staff to review project status and plans, strategize on achievement of contract outcomes, and discuss any matters related to the contract raised by the Contractor or DCYF. These may include one in-person monitoring visit if appropriate and feasible.
     6. **Participate in meetings offered by DCYF for networking and training** for Tribal fatherhood support programs. These may be offered up to once per quarter.
     7. **Participate in a community of practice or meetings** offered by DCYF for training and networking for Tribal fatherhood support programs up to every other month.

Financial Reporting and Payment

1. Compensation is based on reimbursement for actual expenses incurred and approval of all invoices by DCYF, not to exceed the maximum amount in Exhibit B Budget. Contractor must attach back-up documentation to billing that demonstrates the actual expenses incurred.
2. Contractor will submit a properly completed A-19 Voucher in Monthly, Bimonthly or Quarterly invoice periods, accompanied by the following documentation of the actual expenses incurred during that:
   * 1. Monthly, Bimonthly or Quarterly Expense Summary as produced by the Contractor’s accounting system and clearly detailing expenses incurred for each Pay Point in that period’s A-19 Voucher;
     2. Monthly, Bimonthly or Quarterly Payroll Summary describing reimbursed hours for each staff person paid under the contract for that period; and
     3. Invoice documentation supporting payment for contracted serviced, as appropriate.
     4. Invoice will be submitted by the 25th of the month following the close of the invoice period.
3. All funds under this Contract shall be expended by September 30, 2023 as specifically itemized line by line in Exhibit B. Transfers within expense categories of the budget in excess of 10% of the contract amount will not be made without prior written approval from DCYF and may require a contract amendment.
4. All services must be completed by September 30, 2023. Any services after September 30, 2023 are not billable under the terms of this Contract. The final deliverable is due by October 25, 2023 in order to report on all work and data captured through the project period. Contractor agrees to provide the final deliverable at no additional cost.
5. Travel reimbursements made directly to the Contractor for services in this Contact cannot exceed the current State of Washington travel reimbursement rates. Contractor will receive compensation for travel expenses at current state travel reimbursement rates and in accordance with the State of Washington Office of Financial Management Travel Regulations. Current rates for travel can be accessed at <http://www.ofm.wa.gov/resources/travel.asp>.
6. If DCYF is not satisfied with the performance of work, DCYF reserves the right to refuse to pay full compensation for amount invoiced by Contractor.
7. Contractor shall use these funds to supplement and not supplant the amount of federal, state, and local funds otherwise expended for work performed under this Contract.

1. <https://wafatherhoodcouncil.org/fatherhood> [↑](#footnote-ref-1)
2. <https://wafatherhoodcouncil.org/fatherhood/fatherhood-resources-washington> [↑](#footnote-ref-2)