

AMENDMENT

Date: August 25, 2023, updated September 19, 2023

Amendment Number: 1

Grant RFP: 2Gen RFP

Closing Date: 10/6/2023

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Agency: Kansas Department for Children and Families

Conditions: Please see response to questions below

A signed copy of this Addendum must be submitted with your bid. If your bid response has been returned, submit this Addendum by the closing date indicated above.

I (We) have read and understand this addendum and agree it is a part of my (our) bid response.

NAME OF COMPANY OR FIRM: _____

SIGNED BY: _____

TITLE: _____ DATE: _____

It shall be the vendor's responsibility to monitor this website on a regular basis for any changes/addenda.

<http://www.dcf.ks.gov/Agency/Operations/Pages/OGC/Grant-RFP.aspx>

2Gen RFP Q&A

Q1: How many awards do you anticipate giving?

A1: There is not a number identified. Grants awarded need to fit within the total funding amount available. The goal is to spread out the awards to various service areas.

Q2: It shows the overall total for all awards. How much will each awardee be granted? Will it be evenly distributed?

A2: See answer to question 1.

Q3: Beyond today's meeting, what does technical assistance look like for this process?

A3: Refer to dcf.grants@ks.gov for processes and requirements. DCF will help facilitate the process for writing the awards when it gets to that point.

Q4: I do see that there is a category for employment pathways. We had dreams of paying our childcare center staff a better (more competitive) wage. Can this be used for payroll sustainability?

A4: Staff wages are something that can be covered under a TANF grant. As long as your program fits a need in the RFP, that would be an appropriate expense.

Q5: What does the 2Gen landscape look like across the state? Is this RFP a jumping off point for more work at the state level with the 2Gen framework?

A5: DCF is one of four Ascend community partners in Kansas. This RFP is intended to increase opportunities for communities to collaboratively serve whole families. This increased collaboration will increase the likelihood families served will experience positive long-term outcomes.

Q6: We also thought about trying to sponsor staff or maybe even parents with a child enrolled in our center...to offer to pay 50% of tuition if they wanted to achieve the goal of earning a childcare CDA or Associates degree in early childhood education. Would helping them achieve these school payment goals qualify as an appropriate use for this grant? This would hopefully encourage more people to enter and stay in our industry.

A6: Anything that a grant would pay for, we would want to know in advance, first to identify if it could be covered by another program (such as childcare assistance) to reduce duplication of services and to ensure it is being funded appropriately.

It would be similar to client assistance and handled on a case-by-case basis. We do not want to use grant funds when other assistance is available to the household.

Q7: Would we be able to write into our budgets dollars to be able to secure training or coaching for our program partners throughout the two years of the grant to better understand and to better execute their services within a 2 Gen Whole family framework?

A7: Yes.

Q8: Does the 50 page limit include all attachments, or is this just limit just for the narrative portion? I think it's the former, but can you please confirm?

A8: That is just the narrative portion. The format for the RFP is double-spaced, Times New Roman 12 point font.

Q9: Can we pay stipends to parent advisors to the proposed 2-Gen coalition activities?

A9: Yes, this is highly encouraged by federal funders. Usually, a stipend to attend something needs to be goal or milestone driven. For example, funds to parents who commit their time to the project.

Q10: How do we strengthen our coalition and make sure everybody understands whole family and that we're getting common data collection across all the agencies and so forth?

A10: We need to make sure that we do have common measures across the state so that we can compare data so that we can effectively evaluate the effectiveness of the program.

Q11: Are there any required performance measures for projects?

A11: There is a link to suggest formats of performance measures: ([Ascend - The 2Gen Approach](#))

The goal is to work together to determine what those common measure's will be through identifying what information is already being collected and how can we fill in those gaps.

Q12: Does DCF have common measures like the Kansas Children's Cabinet and Trust Fund and KSDE Early Education have?

A12: There are the suggested measures from the link ([Ascend - The 2Gen Approach](#)). Measures will be finalized when funding decisions have been made.

Q13: I see that 10% of funds can be indirect. Do we have to specify how that funding is used?

A13: From the financial side, insight is appreciated regarding how the funds will be utilized. A general idea is acceptable. For example: HR related costs, executive pay, etc.

Q14: Can outcomes be related to multiple categories? Workforce and social capital etc.? Or just focus on one area?

A14: Multiple categories are okay.

Q15: I understand it's due in October - When will we know if we have been awarded a grant or not?

A15: There is not a specific date for announcement. When decisions are made, all applicants will be notified. The goal is to have awards in place July 1, 2024. Announcement of awards could potentially occur between October 2023 to July 2024.

Q16: Can funds can be used to pay for staff training and to offer scholarships to families who are having trouble paying for their children to go to daycare or our preschool program?

A16: This could occur on a case-by-case situation. We would want to know that they had applied for childcare already.

We would want to explore other avenues before we approve this.

Q17: Would we need a spreadsheet of some kind to show exactly how much and when we would plan these funds?

A17: On the page where the RFP was announced, attachment B - Grant budget template - that information would need to be captured there. It would also be recommended to include that information in your budget narrative.

Q18: I know people asked about training staff, can the grant pay to hire staff?

A18: Yes, the grant could be used to pay staff salaries. Funds cannot be used for bonuses (including hiring bonuses).

Q19: I see that applicants need to have a Tax Clearance certificate. If I had one and now it is expired, do I have to renew it in order to apply.

A19: Yes, a current tax clearance is needed and required by the Department of Administration for all and any potential awards.

Q20: Since this is a 2-year grant, if you don't use all the 1st year funds, can those remaining dollars be rolled over into the second year?

A20: Rolling over funds from first year to second year is not encouraged. If it were to occur, it would be on a case-by-case basis.

Q21: Do we need to have a single-payer audit on file?

A21: It is not a requirement in the RFP document. If you are awarded, you will need one as required by our audit staff. ([Recipient Monitoring Policy](#))

Q22: If you are awarded the first time it states you can apply for renewal. Are you guaranteed approval for the second round?

A22: No, renewals are not guaranteed.

Q23: Does a project have to have all the components of the 2Gen approach? Or is it okay if the program at least supports at least some of the components. For example, does there have to be an employment element?

A23: If your organization does not provide that service, but you have an agreement with another agency in your community that does provide that service with an indication that you are collaborating.

Q24: Would we have to meet all components of Social capital, Early Childhood, health and well-being, postsecondary educations and economic assets to be awarded? or show a partnership of some kind with other businesses that would complete that entire list?

A24: The preference is that the services that you do not offer, you have agreements with other organizations who do offer those services. I will not say that if you only meet 90%, as an example, then you that automatically prevents you from being awarded, that is not the intention.

Q25: Would we need to share funds with those other businesses and all of us show the monthly tracking?

A25: You would need to have a conversation about this with the other organization(s). That would be outlined in whatever agreement you enter into with other organizations. Sharing funds is not specifically a requirement of the RFP.

Q26: Would subawards be allowable if both agencies agreed?

From a purely technical standpoint, subawards are allowable, but it is subject to the appropriateness of the program and approval of DCF for award.

Q27: Would the partnership qualify if we donated a portion of funds to an organization in our community that did offer services on the list that we do not?

A27: What we're looking for with the partnerships is a formal document that describes what that partnership looks like. It does not have to be a financial partnership, but you will need to provide something formal that outlines exactly what your relationship with that other organization includes.

Q28: Would a letter or contract of promised donation of set amount during the award period of 2 years signed by both parties would suffice?

A28: Yes, but the exchange of money is not a requirement. It is the strategic partnership that is required.

Q29: If we apply as an organization, can we also be someone else's partnering organization who is also applying if we do not receive funding from the partnership and if the two project focuses are completely different?

A29: Yes. It does not have to be a subaward relationship. It could be as simple as a memorandum of understanding between both parties that you're going to work together or send referrals to one another, things of that nature. If you're both partnering agencies in some capacity and you don't wind up getting an award, but a partner organization or agency does, that is not a disqualifier.

Q30: What is included in the administration costs? Where are leadership positions such as program manager or supervisor allocated, administration or direct?

A30: Supervisors would not be considered administrative, program managers may or may not be administrative depending on the duties they are performing. It's also possible they are a combination of both admin and non-admin.

Q31: Where will referrals come from? Are they required to come from DCF or will partner organizations also be able to make referrals? Can families self-refer?

A31: Referrals can come from any source as written into the grant, DCF, other public or private agencies or self-referral.

Q32: Do the clients have to currently be living in poverty? If so, will federal poverty level or another definition be used to determine eligibility?

A32: No. While the preference is that families experiencing poverty are served, this award does not require families be means tested.

Q33: Are start-up costs allowed to be included?

A33: Any requests for startup costs would need to be included in the proposal and would be subject to DCF approval and negotiation of final award. Please see startup costs section 10.8 in Attachment F of the RFP for more information.

Q34: Are there any educational or licensure requirements for staff working under this grant?

A34: No. However, your proposal should detail the qualifications you require.

Q35: If we were awarded a state contract through CMP/FP would we be able to qualify for this opportunity as well?

A35: Gaining another award does not disqualify you from any other award as long as there is no conflict of interest or crossover in services for population served, which should not be the case between the CMP awards and this RFP.

Q36: Indirect Costs: In the recent Bid Event Number EVT0009230 for Foster Care, Reintegration, Adoption and Independent Living Case Management Services DCF allows the option for contractors to use the de minimis indirect cost rate of 10% of modified total direct costs (MTDC). It was clarified in the response to vendor questions in that RFP that "The bidder is not required to populate Indirect Costs detail if the 10% de minimis indirect cost rate is used." Does this RFP allow the same 10% de minimis of MTDC option for indirect costs?

A36: Per the federal regs, if they are claiming the minimum 10% in indirect costs, details would not be needed. DCF would request a general list of anticipated indirect costs be included in your budget narrative.

Q37: Can you tell me how many awards you are proposing and the estimated amount of each award, which I assume will be based on multiple factors.

A37: There is no set number of awards or amount per award. The total amount of funding for all potential awards is \$11.5 million.

Q38: We did not receive notice of this RFP until 8/16. Are we still eligible to apply if we missed the pre-bid conference on 8/11/2023? May an agency provide separate proposals if the target population or geographic locations we are considering are different?

A38: The pre-bid is not required for application. It was an opportunity to ask questions in a live environment vs asking via email. Q&A from the Pre-Bid will be included with any other questions received for the posting of the Q&A document per the RFP.

Yes, you may apply twice if your proposals are for different services/populations. There is no limit on applications that may be submitted but DCF would ask for consolidation when appropriate.

Q39: There is a section that is asking about population numbers served. Is that in regards to our center or where we are located at?

A39: The question refers to the number of individuals or families you intend to serve with your program.

***Questions since amended timeline**

Q40: We are preparing a proposal that represents the work of a large community Whole Families (2-Gen) Coalition that has been working together for a few years. We anticipate including a large number of sub-awards in our grant budget proposal -- which collectively represent a "systems approach" to this work.

Can we list the proposed sub-awardees by name, and include their letters of commitment in the

proposal? OR do we need to have a formal procurement process for the sub-grantees? The respective roles and activities of the proposed partners have been established through our collective work -- but we did not do a competitive bid process. I hope this won't be a barrier.

A40: Listing the proposed sub-awardees and including letter of commitment is fine.

Q41: Are both types of not-for-profit corporations, 501c3 and 501c4's, eligible to apply?

A41: Yes since they are both non-profits.

Q42: Is KDCCF adopting the 2Gen approach in lieu of other requests for proposals for TANF funding?

A42: Kansas is adopting the 2Gen approach to replace the current TANF funded Youth and Family Stability grants.

Q43: Can private and public partnerships with donors/businesses/ community foundations/ or school districts, etc., and local Boys & Girls Clubs or our state-wide Alliance be considered as 'partnerships' in the new 2 GEN model? Specifically, BGCs provide out-of-school care for families, allowing the parents to work. Does this qualify in the new 2Gen program model?

A43: Yes, this qualifies under the 2Gen model. The 2Gen approach addresses needs of both children and their caregivers to increase opportunities for the entire family to experience successful outcomes.

Q44: If the Clubs are providing assistance for children, and another entity is specifically offering technical training or some other service to adults, would the State be willing to connect the two sources to meet the criteria of the 2Gen programs?

A44: Yes, DCF can assist with community connections.

Q45: How much does the 2Gen model require/reward proposals that provide services in a large number of 2GEN categories of service, based on the 2GEN model? It seems that the RFP and the Q&A indicate that the states would more highly rate proposals with the most broad array of types of 2 GEN services.

A45: The array of services provided is community specific. The intent is to provide services or connect families to community services in a manner that increases opportunities for families to experience positive outcomes. The number of offered services is not inherently more important than the appropriateness and quality of offered services.

Q46: We received notice of the 2GEN funding opportunity on 8/21, about 3 weeks after it was released. Given that partnerships are a key part of this proposal and that this is a new model, having time to plan our program and secure the needed formal partnership letters requested by the RFP is critical. Would the Dept. consider an extension of the grant deadline and of the deadline for questions to be submitted re: this RFP?

A46: The deadlines for submitting questions and submitting proposals have been extended.

Q47: If we want to continue to provide the core youth services we currently provide with our current TANF award, and we are encouraged to add in additional services in new areas (for parents, i.e., workforce, for example), this would increase the cost of our program. We don't want to displace the current services we provide, so is the Dept. anticipating requests for higher dollar amounts?

A47: DCF will review all proposals including budget narratives to determine the level at which it is appropriate and feasible to provide funding within the parameters of the RFP.

Q48: The RFP lists examples of services that would fit into the 2GEN model and notes that the list isn't exhaustive. However, as a Youth services provider, the closest match we found to our youth services is in the category of Early Childhood and K12 education, which also is not an exact fit for our services.

A48: Providing services to youth and connecting their caregivers to any needed services are appropriate activities for 2Gen.

Q49: Also, is it the purpose of this grant to fund gaps in or additions to early childhood child care programs and K12 education programs funded with other federal and state dollars?

A49: No

Q50: We plan to submit a collaborative proposal with multiple community partners. Should we ask each partner to fill out the budget template for their request and submit all of them as part of our application?

A50: That would only be necessary if the relationship with community partners is intended to be a sub-award relationship.

Q51: We understand that DCF has invested in Unite Us for coordination within the child welfare system. All of the partners in our collaborative are part of the Kansas Community Network which uses a different coordination and referral platform. Do you have plans for future integration of systems?

A51: There is not a requirement of this RFP to utilize a specific referral platform.

Q52: We plan on submitting a collaborative proposal with multiple community partners. Are those partners that we will collaborate with required to submit all the attachment documents as well? These include all the Amendments, Policy Regarding Sexual Harassment, 501(c)(3) Verification, etc.? Or do you want to receive all documents that are only from us, who will be the main grant agency?

A52: The above-mentioned documents are only required from the primary applicant and any partner organizations that will be treated as a sub-award relationship by the applicant. If the relationship is not monetary in nature, then those documents would not be required of the partner organizations.

Q53: Also, if so, will those documents have to fit in the “total of 50” pages?

A53: No. The 50-page limit is directly related to the sections noted on pages 10-11 of the RFP. The above referenced documents are supporting documents and not subject to that restriction.

Q54: What are you looking for when you ask for the Licensing/Accreditation/Certification documentation? Is there a form you want filled out? And, does this need to be included by all agencies that we will collaborate with?

A54: There is no specific form that needs to be filled out, the agency should list their Licensing/Accreditation/Certification qualifications.