

AMENDMENT

Date: October 24, 2025

Amendment Number: 1

Grant RFP: Whole Family Services RFP

Closing Date: 12/12/2025

Pre-Award Manager: James Heckard

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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>

WFS RFP Q&A

Q1: Does DCF have an expected or target number of families to be served annually under this grant, or a service volume goal that applicants should use when developing staffing and budget projections? Can DCF provide data estimating the number of Kansas families who meet the eligibility threshold by region?

A1: No

Q2: Page 9 of the RFP references DCF's "independent evaluator" assisting the grantee in determining realistic and meaningful indicators and operational definitions for measures. Can DCF clarify what type of evaluator this will be?

A2: DCF will contract with an organization with proven experience in evaluating social service programs.

Q3: Page 9 of the RFP notes that DCF's evaluator will help develop "specific metrics" and that the scorecard will allow "embedded flexibility to prioritize certain indicators or metrics at different times if needed."

a. Will this flexibility and prioritization be based on an initial assessment of participant job readiness or family needs?

b. Will metrics take into account the time required to teach and reinforce soft skills, job search techniques, and other foundational employability skills that may precede job placement?

A3: Yes, and yes.

Q4: Can DCF provide additional detail regarding how and when performance metrics will be measured? Will grantees be evaluated primarily on job placement and retention outcomes, or will progress toward employability and barrier reduction also be recognized as part of performance scoring?

A4: Evaluation will be based on a combination of those factors.

Q5: If a participant is eligible for services through the Office of Vocational Rehabilitation (OVR), will they be able to work with both OVR and the Whole Family Services program concurrently? Yes If so, how will coordination of services and outcomes be managed to avoid duplication?

A5: The grantee will be responsible for coordinating with the VR case manager to avoid duplication of services.

Q6: Can DCF clarify what oversight will look like from the agency, and what parts of the program implementation or service delivery process DCF will be directly involved in?

A6: In addition to reviewing monthly reports submitted by the grantee, DCF will schedule site visits to gain a better understanding of services being offered. Typically, DCF will only be directly involved if a family being served by the grantee is also receiving services from DCF.

Q7: What are the educational and/or professional requirements for staff hired under this program?

A7: The RFP does not stipulate minimum qualifications. DCF's expectation is that those providing services have a sufficient level of education and experience allowing them to assist families in experiencing positive, long-term outcomes.

Q8: What, if any, existing or similar programs are currently operating in Kansas?

A8: DCF EES is not currently financially supporting a similar program.

Q9: Are there any trainings that DCF would require or recommend the awardee complete?

A9: No program related trainings are required. There is the Grantee Training listed on page 9 which is intended to familiarize applicants with the general terms and conditions of a potential award.

Q10: On page 19, it states that "these items are considered part of the narrative and should not exceed the total length of 30 pages, as identified on page 12." Can DCF confirm whether this 30-page limit includes required attachments such as the Logic Model, Implementation Plan, or other supporting documents? If attachments are excluded from the 30-page limit, please specify which documents do not count toward that total.

A10: The 30-page limit relates to the Statement of Problem, Project Design, etc. noted in the Program Narrative

where the 30-page limit is stated. Other documentation required as part of the application would not be subject to that page limit restriction and could be added as attachments.

Q11: We have historically struggled to keep contact with some clients for more than 90 days post program exit. What specific requirements will there be for tracking employment post program completion (at 6 months and 1 year)?

A11: You would need to provide a plan for tracking and must make a good faith effort to follow through with that plan.

Q12: May a portion of funds be used to complete the post-program tracking at 6 months and 1 year, possibly necessitating extension of the timeframe for spending?

A12: Grants are typically reimbursement based and any expenses reimbursed must be incurred during the award period of the grant. Grant funds could not be used for expenses prior to the award of a grant or after it ends. If the expenses for the extended tracking could be incurred during the grant period in which funds are being sought, then that could potentially be allowable. However, as an example, paying staff salaries in June for work to be done in July would not be appropriate.

Q13: I am inquiring about the Whole Family Services in Communities RFP released on 10/10/2025. Is this an existing program or a new opportunity?

A13: This is a new opportunity.

Q14: Will the Whole Family Services in Communities grant be awarded to only one agency?

A14: Yes, the intention of the RFP is to award a single entity, however, it is expected that entity would need to sub-award with other organizations to provide all the services of the RFP across the state.

Q15: Was this previously called the DCF Housing Support Program?

A15: No, that is a separate RFP that is also currently active.

Q16: I saw limits on direct assistance, in the \$400 to \$500 range over 4 months. Is that per month or is that amount total for all the months?

A16: Direct assistance can be provided according to the federal definition of a nonrecurrent, short-term benefit. These benefits 1) are designed to deal with a specific crisis situation or episode of need; 2) are not intended to meet recurrent or ongoing needs; and 3) will not extend beyond four months. For example, if household needs assistance with rent and the monthly TANF benefit for that household based in part on household size is \$500, the amount of direct of assistance for that specific episode of need cannot exceed \$2000 (\$500 times four months).

Q17: Can we apply for only one region in the state, or must we submit a proposal to serve the entire state?

A17: Your proposal must address service for the entire state. DCF expects the grantee to collaborate with organizations as needed to provide coordinated statewide services.

Q18: Can we engage sub-recipient organizations?

A18: Yes. DCF would ask for at least letters of support from intended sub-recipient organizations.

Q19: Do those sub-recipient organizations have to be named in the proposal?

A19: Yes. Please see above answer for Q18.

Q20: How quickly does the State turn around payments? Any change for some amount to be advanced?

A19: Once reports are finalized and do not require any additional corrections or clarification, DCF is required to make payments in adherence with the Kansas Prompt Payment Act, K.S.A. 75-6403. Advances are not planned for this RFP opportunity, however, if there is a need for an advance, that should be explained as part of your proposal for consideration.

Q21: What amount can we submit for?

A21: The total award amount is \$15,000,000 annually. If a grantee meets performance outcomes for the fiscal year, the grantee is eligible to receive an additional 10% during the following fiscal year of the grant.

Q22: Is the original source of this funding federal TANF funds? Are there state funds in the mix too?

A22: This RFP will be 100% TANF funded. No state funds are included.

Q23: Can non-TANF enrolled households be served as long as they meet income requirements?

A23: Yes, families not receiving TANF can be served if their income is at or below 200% of the federal poverty level.

Q24: \$15 million in year one and an additional \$1.5 million in year two possible? Or up to \$16.5 million in year two?

A24: The base amount of the grant is \$15 million annually with the possibility of up to 10% more each year over the base grant amount or \$1.5 million for a total yearly of \$16.5 million, pending performance of the grant.

Q25: I see the option to renew for two years-If we get the 10% increase (\$16.5 mil) the first renewal, do we then have an opportunity to get 10% of the \$16.5 million the following renewal year, or is the 10% increase still based on the original \$15 million award?

A25: No, the 10% is based on the base \$15 million. The maximum annual funding is \$16.5 million.