

Attachment to Addendum No. 5

2.5 ELIGIBLE ACTIVITIES

This grant program may fund activities and costs as allowed by the laws, regulations, rules, and guidance governing fund use identified in the relevant sections of this RFA. Only grant-funded activities authorized under this RFA are eligible for reimbursement and payment under any Grant Agreement awarded as a result of this RFA.

The primary focus of this RFA is separated into four (4) required activities: providing Training, Technical Assistance, coordinating with the System Agency, and program evaluation and effectiveness. These categories, topics, and services are not exhaustive, and Grantee must be responsive and adapt to the evolving needs of the service providers and the System Agency. Materials and training are subject to review by System Agency for approval before use with family violence centers.

The detailed activity descriptions of the four (4) required activities include but are not limited to are described in **Sections 2.5.1** through **2.5.4**.

2.5.2 Technical Assistance to Service Providers

Develop and implement Technical Assistance that includes the following topics:

1. FVP administration for all existing and developing Family Violence Programs and stakeholder organizations;
2. FVP program requirements and compliance with all applicable federal and State laws, rules, and regulations.
3. Allowability of Services for each FVP funding source, including FVPSA, Temporary Assistance for Needy Families (TANF), Social Services Block Grant Program (SSBG), and State general revenue.
4. Fiscal Technical Assistance that includes, but is not limited to cost allocation methods, accounting practices, Budget development, guidance on Match, and other fiscal related topics;
5. Delivering trauma-informed and survivor-centered Family Violence Services, with an emphasis on applying these principles into the daily operations of FVP centers;
6. Issues related to Privacy, Confidentiality, and Privilege as related to survivors of Family Violence;
7. Responding to emergencies, disasters, and incidents and conducting post-incident evaluations;
8. Improving services for dual survivors and poly-victimization with an emphasis on screening and serving survivors of human trafficking;
9. Improving services for survivors with disabilities and/or children with disabilities;

10. Issues with Good Cause;
11. Family Violence data collection requirements and best practices; and
12. Other Technical Assistance responsive to the complex needs of FVP service providers, and as prescribed by HHSC.

2.5.3 Coordination with the System Agency

1. Provide support to the System Agency on the following:
 - a. Family Violence policy issues;
 - b. State and federal legislation;
 - c. Administrative rules;
 - d. Funding allocation processes;
 - e. Program standards and best practices;
 - f. Emerging research and trends related to Family Violence;
 - g. Program emergency responses and communication; and
 - h. Family Violence needs in Texas.
2. Facilitate communication between service providers and System Agency in the event of an emergency, declared, disaster, or other incident that could disrupt access to shelter and/or services.
3. Provide feedback to System Agency on programmatic and fiscal monitoring tools to evaluate effectiveness and compliance of service providers.
4. Facilitate collaboration between System Agency and child and adult welfare systems.
5. Facilitate collaboration between System Agency and other State funders who administer funding and programs related to Family Violence, sexual assault, and human trafficking.
6. Facilitate collaboration between System Agency and tribal leadership within the three (3) federally recognized tribes in Texas.

2.5.4 Program Assessments and Effectiveness

1. In collaboration with HHSC FVP, conduct ongoing assessments of the quality of Hum. Res. Code, Chapter 51 core Family Violence Services being provided across the State.
2. Provide comprehensive and ongoing Training and Technical Assistance related to best practices for administering surveys to assess the effectiveness and satisfaction of survivors receiving FVP shelter and nonresidential services.
3. Develop, implement, and provide Training on improved performance and outcome measures for FVP centers.

4. Other activities related to measuring, assessing, and improving outcomes for survivors and their children, as determined by the System Agency.

Applicants may subcontract to provide eligible activities or to assist in the operations of the program requirements.

2.6.1 Service Implementation

The Grantee must provide Technical Assistance, Training, and support to all HHS-funded and developing Family Violence Programs and centers.

2.6.2 Nondiscrimination

Grantees are required to conduct Project activities in accordance with federal and State laws prohibiting discrimination.

2.7.1 Program Reporting Requirements

On a quarterly basis, due within 30 Calendar Days of the end of each quarter, the Grantee shall submit to HHSC a quarterly activity report that details all activities conducted within the previous quarter. Grantee must provide status updates and detailed descriptions of activities, progress, and status for each of the four (4) program requirements. Quarterly reports must also include updates and data on the required performance measures, outputs, and outcomes that are outlined in **Section 2.8, Performance Measures and Monitoring** of this RFA.

On an annual basis, due within 60 Calendar Days of the end of each fiscal year, the Grantee shall submit to HHSC an annual performance report that details a comprehensive summary of all activities and their impact on advancing and supporting the work of the Family Violence Program network of providers in Texas. Annual narrative report must also include data and a detailed summary of the required performance measures, outputs, and outcomes that are outlined in **Section 2.8, Performance Measures and Monitoring** of this RFA.

HHSC may review, approve, or require modification to the reporting requirement at its discretion. The agreed upon format will be determined prior to submission of the required report. Grantee will be provided with reporting templates post-award and the templates will include all required categories as outlined in **Section 2.5, Eligible Activities** of this RFA.

2.8.2 Outcomes:

1. Demonstrated improved operations of FVP service providers as a result of receiving Training from Grantee;
2. Demonstrated improved operations of FVP service providers as a result of receiving Technical Assistance from Grantee; and
3. Decrease of recurring operational and programmatic issues as a result of receiving Training and Technical Assistance from Grantee.

6.1 NARRATIVE PROPOSAL

Using **Attachment to Addendum 3- Revised Form C, Narrative Proposal**, attached to this RFA, Applicants shall provide a summary and describe their proposed activities, processes, and methodologies to satisfy all objectives described in **Section II, Scope of Grant Project**, including the demonstration of providing Training and Technical Assistance, coordination with System Agency, and program effectiveness and evaluation. Applicants should identify all proposed tasks to be performed, including all Project activities, during the Grant Project period. Applicants must complete and submit all required attachments.

9.4 EVALUATION CRITERIA

Applications will be evaluated and scored in accordance with the following scoring criteria using **Attachment to Addendum 4-Revised Exhibit G, Evaluation Tool**.

Scoring Criteria: Qualified Applications shall be evaluated based upon:

1. Training and Technical Assistance (30%)
2. Coordination with System Agency (30%)
3. Program Assessments and Effectiveness (30%)
4. Organizational and Fiscal Stability (10%)

10.4 EXECUTION AND ANNOUNCEMENT OF GRANT AGREEMENT(S)

The System Agency intends to award one or more Grant Agreements as a result of this RFA. However, not all Applicants who are deemed eligible to receive funds are assured of receiving a Grant Agreement.

At any time and at its sole discretion, System Agency reserves the right to cancel this RFA, make partial award, or decline to award any Grant Agreement(s) as a result of this RFA.

The final funding amount and the provisions of the grant will be determined at the sole discretion of System Agency.

HHSC may announce tentative funding awards through an “Intent to Award Letter” once the HHSC Program Deputy Executive Commissioner and relevant HHSC approval authorities have given approval to initiate and/or execute grants. Receipt of an “Intent to Award Letter” does not authorize the recipient to incur expenditures or begin Project activities, nor does it guarantee current or future funding.

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Upon execution of a Grant Agreement(s) as a result of this RFA, HHSC will post a notification of all grants awarded to the [HHS Grants RFA website](#).